

**Kentucky State Beekeepers Association (KSBA)
Board Meeting Minutes
Thursday September 15, 2022**

Attendance: 14 total (8 officers/directors)

The meeting was held via web teleconferencing and was recorded.

KSBA President Jessica Mayes called the meeting to order at 7:00 p.m. ET.

The minutes from the August 11, 2022 meeting were not complete. Approval was deferred to the next meeting.

Project Updates and New Projects

1. Updating the Bylaws and 501c5 to 501c3 Conversion - Jessica reported that there has been significant progress on this work. She indicated the conversion to a 501c3 is funded in this year's grant so this needs to be complete. Revised articles and bylaws were sent with this meeting's agenda which includes language changes, minor typos and alignment with a 501c3. Jessica pointed out that one major change to the bylaws includes moving KSBA officer and directors from 1 year to 2-year terms. The President, President Elect and Vice President are already effectively 3-year terms. Extension to 2-year terms allow for more continuity. A discussion ensued about adding language regarding term limits to the bylaws. The group decided to not add term limits to the bylaws and that we could consider this in a future revision. Phil Craft motioned that we accept the revised articles and bylaws. Seconded by Tim Sheehan. Motion passed.

The next step is for the articles and bylaws to go to the general membership for a vote. Rick LeMarr, Webmaster, will send them for an online vote once he receives the final version from Jessica. Jessica asked that the membership be given a week to vote and hopefully a quorum will complete the voting.

2. Director and Officer Insurance through Energy Insurance Company – The policy costs \$549/year for \$1M in coverage for standard D&O plus Employment Practices Liability. A discussion ensued regarding whether to add 3 positions as non-voting members of the board to ensure these positions also benefit from coverage: CKHP Program Manager, Beelines Editor and Webmaster. As a related point, Dr. Tammy Horn Potter is already a non-voting member of the board. The group deferred and decided to first verify if these 3 positions are already covered by the D&O insurance as volunteers, contractors and/or employees of KSBA. Jessica will follow up on this. For the D&O insurance as it stands, the board proceeded with a vote. Theresa Martin motioned. Seconded by Tim Sheehan. Motion passed.

Financial Topics

1. Treasurer Report – Jane Brown, Treasurer provided the update. She shared a report with the balances in the 4 Accounts: General Account \$14,326.93 plus \$350 Restricted Funds for EKY Flood Relief CKHP \$66,888.63, State Fair \$32,193.66 State Apiarist \$8,540.09. There was also a great deal of activity in the State Fair fund and CKHP funds. R. Scott Moore reported that ~\$29,000 of the funds in the CKHP fund will transfer to the State Fair fund. Plus, the producers need to be paid, thereby depleting the State Fair fund. These final balances will therefore change significantly in the coming months. The Treasurer's report was accepted and submitted by the board.

Jane reported that she is meeting with US Bank to finalize signatory responsibilities for her and Julie Steber's positions. Jane also reported she will be out of the country for several days so will ensure her position is covered during her absence.

2. 990 Update – Jessica reported that our accountant indicated the extension will be submitted tomorrow, 9/16.
3. Relief Fund for EKY – The Flood Relief fund was donated by Dr. Tammy Horn Potter who opted to not take several speaking honorariums in order to fund this relief fund. A discussion ensued about further donations for EKY flood victims, including nucs and queens and hive equipment. Tammy shared some of the impact and opportunities for ways to help. Bullet County, Chicago and North Carolina beekeepers have done several donations. Jessica asked if Jim would be willing to submit an article to Bee Culture. Tammy sent pictures to EAS for publication to help promote the need and recognize those who have donated.

Board Topics

1. Fall Meeting Date – Jessica proposed either 11/12 or 11/19 and we need to decide in person vs. virtual. In terms of location, Tom Ballinger mentioned possibly holding it at Mann Lake/Kelly's. One proposal was to consider holding the meeting in Morehead at Honey and Bee Connection. This is also the meeting where officers/directors are elected. The group reaffirmed that holding 1 meeting in the fall is probably most optimal vs. holding one in the spring as well.

Tammy pointed out that Kentucky Queen Bee Breeders are holding their fall meeting on 11/19. Tammy mentioned that perhaps coordinating a joint meeting either before or after with the keynote speaker, Dr. Rangel, in the middle, might be an option. KQBBA is holding their meeting at KU. Jessica will work with Tammy on this idea outside this board meeting.

Theresa pointed out that elections for KSBA officers and directors happens at the fall meeting. Jim Trammel will include an article in the October BeeLines for nominations for open positions. Candidates should be submitted by October 10, which will be emailed to the KSBA Secretary for review by the board to ensure the candidates are qualified. Theresa indicated she would like to continue in the Secretary position. Jane and Julie indicated they will work together on who will hold the Treasurer and Assistant to the Treasurer position.

Joe Taylor mentioned that KSBA Beekeeper of the Year nominations are underway. Joe explained the qualities for the nominations. The nomination must come from an office of an association. Joe is the chair of this program. There is one nomination per association allowed.

2. KSBA Officer and Director Vacancies Progress – There are still multiple positions open.
3. HAS Representative for KSBA – Theresa Martin volunteered to represent KSBA at HAS. Jennifer Tsuruda is the new chair. Motioned by Tim Sheehan. Seconded by Julie Steber.
4. Membership System Update – Jessica asked that Rick and Theresa work together to make sure the system is as efficient as possible. She tabled this discussion for the future.

Certified Kentucky Honey Program (CKHP)

1. 2023-2024 KADF Grant Application – R. Scott Moore, CKHP Program Manager, reported that Tom Ballinger learned that there are additional funds available and another grant application is due in several days, on 9/23/22. The current grant for \$57,500 is for 1 year. The new grant Scott and Jessica are submitting is for 2 years for ~\$105,050. Jessica and Scott are working on the budget and final revisions of the grant application and submission.
2. Bardstown Bourbon Company – Scott reported that he is working with CKHP producers and the Bardstown Bourbon Company to supply 150 gallons of certified honey for honey infused bourbon. A gallon of honey will be infused in each barrel of bourbon. This translates to ~30,000 bottles of bourbon. Bardstown Bourbon will highlight the producers on their website and potentially a national campaign, including individual labels per partner.

3. Honey Testing – Scott took all the samples. These samples will be submitted to the labs in October. The turnaround is 3-4 weeks to receive results. Scott would like the results back in time to be included in the end of year grant reporting. The BCTC lab technician mentioned she needs more honey per sample to complete the analysis. Tammy is working to understand what's needed and how to ensure BCTC has what they need.

State Fair Committee

1. Preliminary Financial Figures – Scott reported that gross sales for the state fair is approximately \$61,000, which is a ~\$12,000 improvement over 2021. Net sales will be ~\$59,000. This translates to ~\$17,500 to KSBA after the 70% payouts are made to honey producers. Associations who volunteered to man the booth will receive ~\$366 per full day and \$183 for half days of work. Scott will get final details to Jane to cut checks.
2. Committee Meeting and Review – Scott presented that the Fair Committee reviewed the fair in detail and did a thorough review. Scott will put all input into the State Fair SOP. The group indicated that additional individuals need to be on the State Fair Committee and that it should include the KSBA Treasurer as well as Association representatives. A discussion ensued regarding hotel reservations and camping options.
3. State Fair Coordinator – Scott reported that he will not be the state fair coordinator from this point forward as it is too time consuming and does not allow him to do the CKHP role effectively. Jessica added that in the past, the CKHP role was a full-time position and that CKHP had its own separate booth. Today, the CKHP role is a part time role and less than ½ the producers at the 1 state fair booth are CKHP producers. Certainly, CKHP needs to be involved but the coordination role for the entire state fair is 100's of hours of work. Tim Sheehan nominated Mike Mabry as Fair Coordinator. Mike was not on the call so was unable to comment. Tim mentioned perhaps Mike and Tim could work together on this.
4. Final Accounting / 2023 Budget – Scott is working to complete this and get final accounting to Jane so checks can be cut.

Events and Outreach

1. No new topics reported.

Education Topics

1. No new topics reported.

Call For New Business

1. No new topics.

The meeting adjourned at 8:49 p.m. ET.