

AEA-BOD Meeting Thursday ~ September 14, 2017

Call To Order – 6:05 PM

Moment of Silence

Roll call – Betty Lou Cauffman, Terry Turner, Brian Smith, Joylene Reavis, Jay Winslow, JoAnna Stinar and Andy Martin.

Susan Wright as guest.

Minutes - * Terry made a motion to accept the convention minutes as written. Jay seconded. Joy abstained. Motion carried.

Financial Report - * Joy made a motion to accept the June, July and August financial reports as written. Terry seconded. Brian abstained. Motion carried.

OLD BUSINESS

Professional Liability Policy – Board agreed to renew the second year renewal payment for the professional liability policy covering both the board members and all employment practices liability. * Joy motioned to renew the second year renewal payment of \$956.00 for the professional liability policy covering both the board members and all employment practices liability. JoAnna seconded. Motion carried.

BOD YahooGroups Email List – Not all board members are receiving all of their AEA-BOD emails. Agendas sent to some, came back as undeliverable because they had SPAM content.

Susan will look into this.

AEA Phone Report – Only 1 or 2 per week. The last inquiry was about a lost emu in Houston, Texas that was eventually found.

Board Assistant – Before the next annual convention the board will need to find a person who will type, copy and look up files during the convention board meetings so that board members can concentrate on the subject being discussed. This will be tabled until closer to the convention.

Committee Reports – Nothing new at this time.

Fish & Wildlife Export Regulations – Board will look into removing emus from the International listing as a watch animal (pre-endangered species) in order to simplify import and export of emu and emu products to International countries.

Currently No Tariff for Importing Emu Oil & Emu Meat from Certain Countries – Board will look further into seeing if fees for importing and exporting emu meat could be equalized more fairly.

Magazines (Hobby Farm & Backyard Poultry) – Hobby Farm and Backyard Poultry magazine advertisements have both been renewed. Since we also advertise in Countryside magazine, it was agreed to not add any more magazines at this time.

Oil Committee Report

A.) Certified Oil Program & Trade Rules – No official meeting since the convention.

B.) Refinery & Bottler Applications – Susan will send updated refinery application that matches the requirements in the bottler application for board approval and a vote. Once approved, the the program and the checklist will also be updated.

Current refiners will be grandfathered as a refinery without having to reapply for certified refinery approval.

Board is in agreement that, going forward, certified refinery and certified bottler approval must be applied for with separate applications.

The AEA board strongly suggests to members that an FDA approved oil refinery be used to refine your emu oil, if you plan to use that oil as an ingredient in emu oil gel caps or other supplements in order to be in compliance with FDA rules for supplements.

NOTE – those who sell, store or ship any food, feed or edible products for human or animal consumption, including supplements and emu oil gel caps, “MUST” be registered with the FDA as a food facility.

Registration under FSMA (Food Safety Modernization Act) is mandatory. www.access.fda.gov

C.) DNA testing of Emu Oil – DNA testing would insure that there was emu oil in the test sample. A marker would need to be found for emu oil. Costs will be looked at.

D.) Paul Binford – A letter will be sent to Paul once the new refinery application is finalized and approved including copies of the revised program, checklist and application in response to his request that the refinery application be revised.

Newsletter – DEADLINE for articles is 2 weeks, September 28. Newsletter will go out by Oct 1.

- a.) Does anyone have more thoughts on what should be in the newsletter from the 2017 convention ?????
- b.) Need SURVEY questions in digital form to put in newsletter. Suggested previous board member may have it in a Word document.
- c.) LIST main session topics ALREADY COVERED in last 3-5 conventions
- d.) Advertise for the AEA EMU PRIMER that we edited a couple years ago.
- e.) Create an article on the Fish & Wildlife Export Regulations for the newsletter on exporting fees when exporting to Canada and other international countries.
- f.) Importation of Emu Oil & Emu Meat – Board will look into “Importation of Emu Oil & Emu Meat” & provide an article.
- g.) Draft an article about annual convention changes. In order to skip a year having a convention, members would need to form a committee to change the By-Laws which state that an annual member meeting will be held each year at the convention.
- h.) Add this Emu Industry Catch Phrase as a permanent addition to newsletter – “The American emu farmer believes in Fair Trade and Sustainable Agriculture.”
- i.) Encourage AEA members to promote their products as “Grown and Processed in the USA” on their labels, their website, their posters and in their advertising.
- j.) Let members know what information is available for purchase through the AEA, ET&T or at the convention. Contact ET&T about getting the AEA Emu Primer added to the magazine’s page of AEA items for sale.
- k.) Encourage members to be listed on the Breeders List.

2017 Convention – Thank you notes have been sent to speakers.

2018 Convention – Two large buses have been schedule for the trip to the emu farm on Saturday morning of the convention. Both are air-conditioned and will be available from 8:30 AM (leave hotel) – 1:30 PM (return to hotel).

Board guest room nights have been changed to Monday night through Saturday night (check out Sunday), instead of from Tuesday night through Sunday night (check out Monday).

New AEA Website - Closer to being 'done' and online.

- Working on forms and credit card capabilities.
- CBM banner and listings and links. BANNER WILL BE DIFFERENT - EQUAL VISIBILITY FOR ALL COMPANIES.
- getting pictures and permissions to add to the website
- the members section is supposed to be done, but needs to be checked out.
- more pages of content to copy/paste to new site.
- few front page tabs left to put on it.
- IT committee chair is getting access to the website to do some of the easy stuff. If others on the IT committee want to help with this part, it would be appreciated.

Why Be An AEA Member? - What Exactly Are My AEA Membership Dues Paying For?

- * Belonging to a farm organization dedicated to the emu farmer.
- * Working together with like minded people.
- * Enjoying power in numbers.
- * Working toward common goals.
- * Learning from other's experiences.
- * Sharing information.
- * Pursuing and funding research.
- * Pursuing initiatives to further the emu industry, i.e., monitoring legislative bills, reviewing emu oil guidelines, overseeing the emu oil certification program, etc.
- * Providing informative newsletters.
- * Developing a new, user friendly website.
- * Opportunity to attend Annual National Conventions.
- * Opportunity to join in National Emu Week (N.E.W.).

- * Opportunity to join E-mail and Facebook member lists.
- * Opportunity to be listed on the Breeders List.
- * Opportunity to join the Certified Business Members (CBM).
- * Opportunity to join the AEA Certified Emu Oil Program.
- * Opportunity to use the Registered Trademarks of the AEA.
- * Opportunity to receive “where to find emu” inquiries.
- * Monitor & affect agricultural rules, regulations and legislation through the power of a group.

Committees are available for many of these projects. Urge members to contact their regional director or any board member to join a committee or form a new one.

Post this to member lists and place in newsletter.

NEW BUSINESS

Guideline Policy for emails, Facebook & YahooGroups – Board agrees that the AEA “Notice of Conduct” shown below, should be either permanently posted or posted at the beginning of each month, on the *American Emu Association (AEA)* member lists (YahooGroups & Facebook). It will also be printed in the newsletter along with the Code of Conduct. * Terry made a motion to post the “Notice of Conduct” shown below, either permanently or posted at the beginning of each month, on the *American Emu Association (AEA)* member lists (YahooGroups & Facebook). It will also be printed in the newsletter along with the Code of Conduct. Brian seconded. Motion carried.

AEA members are encouraged to post their emu farming experiences, as well as, their emu related questions, observations, articles, etc., to the (AEA) lists. These lists are not to be used for advertising non-emu related items, expressing political or religious views or for sharing jokes.

Everyone is allowed to have an opinion but, above all, you are NOT allowed to use vulgar language, make personal attacks or be responsible for negative comments about others. These are serious violations of the AEA Members Code of Conduct and any of these actions may jeopardize your AEA membership. If you post anything in violation of the “AEA Code of Conduct”, you will be removed from the lists immediately. There will be no warning and your post will be deleted from the archives.

Regarding advertising - you may post emu related items for sale and give the price asked. If you are selling emus, please do not post prices. When you post an ad, give your location and personal contact information. Please do not post ads more than once a week.

AEA Code of Conduct - The association expects each member to abide by the following:

1. To be familiar with the purpose and objectives of the Association and to promote its aim actively.
2. To present conduct that in all times reflects dignity and respect for the Association and other members.
3. To keep inviolate any confidence that may be entrusted to said member.
4. To refuse participation in questionable enterprises and to refuse to engage in any business that is contrary to law or public welfare.
5. To guard against unwanted insinuations that reflect upon the character or integrity of other members, officers or staff of this Association.
6. By submission of this application, I agree to abide by the above Code of Conduct.

A.) Chicks - Breeder List / others – Live bird requests automatically go to both the YahooGroups member email list and will be posted to the Facebook Members Network when they appear on the YahooGroups list.

The board will follow-up on live bird inquiries a week or two after they are posted on the YahooGroups email list. Encourage members to be listed on the Breeders List if they have chicks and/or other emus for sale.

B.) Information – Emails that come to info@aea-emu.com , asking for information, go to the president to be followed up.

Livestock Indemnity Program (LIP) – The board will estimate the values of chicks, meat birds and breeders, so that replies can be sent to the two inquiries about emu values.

Nominations – Tabled until December

Consumer Alert Page – The board was asked how someone listed on the consumer Alert Page can be removed from it.

To be removed they must show that they have complied with the letter that was sent to them when the problem occurred.

BOD Convention Reimbursement – Most reasonable expenses for a board member to get to and from the convention will be reimbursed. * JoAnna motioned that the treasurer, president & bookkeeper together can make the decision to approve or deny any convention reimbursements. Brian seconded. Motion carried.

November Meeting Date Conflict – The November AEA-BOD meeting has been changed to the third Thursday of that month, November 16.

ADJOURN – 9:02 PM
