



**AAFCO Board Minutes  
Tuesday, July 3, 2018  
10:00 am – 10:55am CST**

**BOD Present:** Ali Kashani, Dave Phillips, Bob Geiger, Ken Bowers, Bob Church, Kristen Green, George Ferguson, Stan Cook

**Absent:** Erin Bubb,

**Others Present:**

**Staff Present:** Jennifer Roland (Recorder), FASS  
Susan M. Hays, Executive Director

**Board Meeting was called to Order by Bob Geiger at 10:05 am CDT.**

1. Approval of 2018-2019 Budget
  - a. **Dave Phillips MOTION to remove \$100k International Feed Fellowship line item. Bob Church. MOTION CARRIES.**
  - b. **Bob Geiger MOTION to approved 2018-2019 Budget as presented. Kristen Green Seconds. MOTION CARRIES.**

**Dave Phillips MOTION to adjourn meeting 10:55am. Bob Church Seconds. MOTION CARRIES.**

**July 11, 2018 - Kristen MOTION to approve minutes. Bob Church Seconds. MOTION CARRIES**

<u>Meeting DATE</u>	<u>ACTION ITEM</u>	<u>RESPONSIBLE PARTY (IES)</u>	<u>DEADLINE</u>	<u>STATUS</u>	<u>DATE COMPLETED</u>
10/16/2014	IDC to report next steps in Monograph plan back to the BOD.	IDC		In Progress, on IDC January agenda. 2/11/15 IDC accepted final report and potential action item for IDC. 3/11/15 Put on September board meeting. 3/9/16, 6/15/16- No Change, 10/20/16- No change 12/14/16- No change 3/14/18 - Under consideration with IDC GRAS workgroup. 4/23/18 - in GRAS Verification Workgroup	
8/3/16	Feed Labeling Committee work with EIC on potential label review sharing on a secure site	FLC/EIC		10/20/16 - EIC will put on Midyear agenda on How to share. 9/13/17 - Erin as Board Liaison will follow up. 3/14/18 - No update	
3/8/17	Look into booth for next year at Pet Food Forum and AAFCO representatives attending	Stan		5/1/17 - In progress. 7/12/17 -	

				3/14/18 – Katie Simpson attending meeting this year. Will work with them on booth for 2018. 4/23/18 – Look into holding Pet Food Labeling Workshop	
1/24/18 Committee Chair Meeting	Fill Lab Methods & Service Committee Co- Chair Positions	Board		4/23/18 – In progress, Nancy and Aaron finding replacements	
2/21/18	Stan follow up with NASDA regarding participation on Cooperative Agreement group.	Stan		4/23/18 – In progress	
4/23/18	Kristen work with Bob Geiger on setting up filming location for Spotlight On at Purdue	Kristen/Bob G.		Completed – July 24 <sup>th</sup> on Purdue's Campus	June 2018
4/23/18	Sue will build an RFP template for future RFP's to be issued	Sue			
4/23/18	Board refers Compliance Letter Database workgroup to EIC for further consideration	Erin/Sue/EIC			
4/23/18	Develop charge for Sponsorship/Exhibitor workgroup	Jennifer, George, Sue, Ali		In Progress	
4/23/18	Jennifer will work with George and Kristen on clarifying request to IT on more modern format for AAFCO Talks Pet Food and Business of Pet Food websites.	Jennifer/George /Kristen		In Progress	
4/23/18	Board send charge to ETC that the Board would like the committee to evaluate if the presentations from AITS and BITS should be downloadable and shareable in the BIN.	Kristen			

	Items to be posted in ALL AAFCO Members.				
4/23/18	Sue send response email regarding request for IFN and feed descriptions to NRC	Sue		In Progress	
5/16/18	Sue and workgroup work with MocaWorks on contract to include timelines of project, maintenance fees, and what parties are responsible for content of project	Sue		Completed	June 2018
5/16/18	Sue Hays and Stan Cook will send an email regarding payment from FSPCA certificate payment. AAFCO will no longer sign certificates until payment is sorted out.	Sue		Complete	June 2018
5/16/18	Jennifer will review minutes from 2016 regarding payment agreement with FSPCA certificates.	Jennifer		Completed - In May & June 2014 Minutes	June 2018
5/16/18	Stan request update from Jacob Fleig for June board meeting on FSPCA status.	Stan		Completed- Written report sent to Board with June Agenda	June 2018
5/16/18	Discuss and approve Budget at June 20th board meeting	Board			
5/16/18	Sue will put together resources for members on Media request in the BIN 1.Materials will assist in professional response and timely response 2.Kristen Green has material for Pet Food responses	Sue			
6/20/18	Jennifer send Doodle Poll for special board meeting to approve budget before July 1st.	Jennifer		Complete	June 2018

