

Strategic Affairs Committee Report/Minutes

January 18, 2017
10:15 am – 12:00 pm
Mobile, Alabama

COMMITTEE RECOMMENDATIONS:

1. **Report acceptance.**
- 2.

BOARD RECOMMENDATIONS:

1. **Report accepted – *add date***
- 2.

ASSOCIATION ACTIONS:

1. **Report accepted – *add date***
- 2.

Full Committee Members:

Linda Morrison	Ken Bowers	Richard TenEyck	
Andy Gray	April Hunt	Jamey Johnson	
Shannon Jordre	Ali Kashani	Chad Linton	Mark LeBlanc (Board Liaison)
Dragan Momcilovic	Jenny Murphy	Aaron Price	Kent Kitade
Nancy Thiex	Robert Waltz, Vice Chairperson		

By-Laws Sub-Committee

Ken Bowers	April Hunt	Richard TenEyck
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Committee Advisors

Dave Ailor	Nancy Cook	Dave Dzanis	Bob Ehart
Dave Fairfield	Pat Tovey	Kristi Krafka	Ed Rod
Richard Sellers			

* Present at meeting

Committee Report:

1. Sub-Committee: By-Laws (Ken)
 - o Update
 - Clarification of Article 5, Section 1. Group have reviewed and obtained legal advice. The draft was shared with the Committee for consideration.
Action: Comments due from Committee by end of Feb., electronic vote by end of March, to Board for May meeting and membership in August.
2. Strategic Planning 2017-20
 - o The detailed activities, timelines, and responsible committee chairs have been entered into the FeedBin to track progress.

Final: February 19, 2017

- Committee Chairs were prompted to provide written updates prior to the meeting. Responses were received from CIOC (detailed update reflecting progress), ETC and LSMC. ETC and LSMC indicated activities would be addressed during the Midyear meeting.
- The Strategic Plan 2017-20 report was updated based on Committee proceedings and Chair comments (attached)

3. Other business

- Procedures Manual – Retention Policy updates received pursuant to Lab ISO process requirements (e.g. records for proficiency testing). Submitted to Board and approved Oct. 2016. (attached)
Action: Update procedures manual on the web site/Feed BIN.

Committee financial needs from the 2017-18 budget:

- None at this time

The draft report will be circulated to the Committee for comment and acceptance prior to finalization.

Motion: To accept the meeting minutes/report: Ali; second – Richard; Motion carries.

Attachments:

1. By-Laws edits
2. Strategic Plan 2017-20 updates from Midyear 2017
3. Procedures Manual Retention Policy update

Action Item Table:

Responsible	Item	Action	Timing / Status
By-Laws	Clarification of Article 5, Section 1 needed	Shared with the Committee for consideration Midyear meeting 2017.	Comments due from Committee by end of Feb., electronic vote by end of March, to Board for May meeting and membership in August.
Linda/ Committee Chairs	Strategic Plan priorities 2017-20	Add details to the tracking system in the Bin. Committee Chairs asked to keep it updated.	Goals, outcomes, activities, timelines and responsible committees input into Feed Bin.
Linda	Procedures Manual:	Retention Policy update	February 2017

By-Laws of the
Association of American Feed Control Officials, Inc.
1/18/17 DRAFT

ARTICLE IV
Officers

~~Section 1. Officers. The following officers shall be elected by the membership at each annual meeting by a majority vote of those present and voting, and shall serve for the year beginning January 1 of the next calendar year, and ending December 31:~~

~~President, who shall become immediate Past President of the Association on January 1 of the next calendar year following elections.~~

~~President-Elect, who shall become President of the Association on January 1 of the next calendar year following elections.~~

~~Secretary-Treasurer.~~

Section 1. Officers. The President, President-Elect, and Secretary-Treasurer shall be elected by the membership at each annual meeting by a majority of those present and voting, and shall serve for the year beginning January 1 of the next calendar year, and ending December 31.

Section 2. Vacancies. If any office other than that of President or President-Elect shall become vacant, a person shall be appointed by the Board of Directors for the remainder of the term. In the event that the office of the President-Elect becomes vacant, the Board of Directors shall fill the office of President-Elect for the remainder of the term. If the office of President shall become vacant, the President-Elect shall thereupon become President of the Association for the unexpired term provided that such service shall not affect such person becoming President of the Association on January 1 of the next calendar year following elections. In the event that the office of President becomes vacant at a time when the office of President-Elect is also vacant, the Board of Directors shall fill the office of President for the remainder of the term.

ARTICLE V
Board of Directors

Section 1. Constitution And Election of the Board. The Board of Directors shall consist of nine positions including the President, President-Elect, Secretary-Treasurer, Immediate Past President representing the Executive and five (5) other elected Directors. Each of the elected Directors shall be a member designated under Article II, Section 1 and elected at the annual meeting. The five (5) elected Directors shall be nominated to one of two tiers. Tier 1 shall include two (2) Senior Director positions and Tier 2 shall include three (3) Junior Director positions. Tier 1 Senior Directors may serve successive one year terms and progress into the Executive positions. Tier 2 elected Junior Directors may serve a maximum of two (2) successive one year terms and do not progress into the Executive

~~positions unless voted into a Tier 1 Senior Director position. The President shall serve as Chairman of the Board. No two (2) members of the Board of Directors shall represent the same State, Province, Dominion, District, Territory, Republic, Commonwealth or Federal Agency, except that a Board member may be elected from the same State, Province, Dominion, District, Territory, Republic, Commonwealth or Federal Agency as the Secretary-Treasurer.~~

Section 1. Constitution And Election of the Board. (i) The Board of Directors shall consist of eight (8) elected individuals: the President, the President-Elect, the Secretary-Treasurer, and five (5) Directors. The Immediate Past President shall serve as a voting, ex-officio member of the Board. Officers and Directors shall be elected at the annual meeting of the voting members for one (1) year terms. In addition to the slate of candidates proposed by the Nominating Committee, any Association member may make additional nominations by submitting them in writing to the Secretary-Treasurer prior to the vote at the annual meeting. (ii) Each of the elected officers and Directors shall be a member designated under Article II, Section 1. No two (2) members of the Board of Directors shall represent the same State, Province, Dominion, District, Territory, Republic, Commonwealth or Federal Agency, except that a Board member may be elected from the same State, Province, Dominion, District, Territory, Republic, Commonwealth or Federal Agency as the Secretary-Treasurer. (iii) The President shall serve as the Chairman of the Board.

ARTICLE VI

Committees and Investigators

~~Section 1. Nominating Committee. The Board of Directors shall establish the membership of a Nominating Committee and the conditions and timeframes under which the Nominating Committee shall operate to nominate a slate of candidates for officers and directors for the ensuing year for consideration by the voting members at the annual meeting. After the nominations have been slated and announced, any Association member may make additional nominations by submitting them in writing to the Secretary-Treasurer or make a nomination from the floor prior to the vote at the annual meeting.~~

Section 1. Nominating Committee. (i) [The Nominating Committee shall consist of the three most immediate past Presidents. If any of the three most immediate past Presidents are unwilling or unable to serve, the remaining members of the Nominating Committee shall select one or more individuals so that the Nominating Committee consists of three individuals.] (ii) The Board of Directors shall establish the timeframes under which the Nominating Committee shall operate to nominate a slate of candidates for officers and Directors for the ensuing year for consideration by the voting members at the annual meeting. (iii) In nominating a slate of candidates for officers and Directors, the Nominating Committee should take into account the following guiding principles, to the maximum extent reasonably possible:

- The President should ordinarily serve for a single one (1) year term.
- The candidate for President-Elect should be selected with the assumption that he or she will be nominated for and elected President the following year.
- An individual should have served on the Board of Directors for a minimum of two (2) full calendar years (although not necessarily consecutively) before becoming President-Elect.
- In general, the Directors advance to the officer positions of President-Elect and the following year, to

President, in order of tenure.

- An individual's general willingness and ability to serve as a future officer is a relevant, but not a necessary, factor for consideration in selecting nominees for Directors.