

**Minutes of the Board of Directors of the Jacob Sheep Society Ltd**  
**held at 11.00am on Thursday 7<sup>th</sup> March 2024**  
**at the Carlton Club, London**

**In attendance:**

John Emberton (JLE; Chairman), Janet East (JPE; Vice Chair), Jean Simmons (JS; President), Lesley Pope (LP; Treasurer), Clive Richardson (Field Officer), Alison Ross (AR; representing Wales RCM), Barley Gould (BG; representing Southern RCM), Kay Carpenter (KC; Central RCM), Tom Green (TG; Eastern RCM), Melanie Harper (MH; Scotland RCM), Terry Barker (TB; communications manager), Richard Fenwick (RF; South West RCM) and Nicola Fletcher (NF; Assistant Secretary).

**1. Welcome:**

The Chairman welcomed all those attending the meeting.

**2. Apologies:**

Apologies were received from Matthew Kehoe (Ireland RCM), Siwan Harries (Wales RCM) and Peter Gorringe (Southern RCM).

**3. Agree Minutes of the November 2023 Board Meeting:**

The minutes had previously been accepted as a true record of the meeting via email.

**4. Matters arising:**

Promotional leaflets: KC has been in contact with Lucy Fletcher, who offered to put together the leaflets for each Region. It was agreed that Clive Richardson should lead the production of the leaflets, which should then be sent to RCMs to choose photographs and approve Region-specific text. Lucy will produce each proof and send the leaflet to Mr Richardson and the Board for final approval. A quote for printing will be sought from the printers who print the Handbook and other publications, and sent to the Treasurer prior to printing. Each RCM needs to estimate how many leaflets they want. NF to liaise with Lucy to get this process underway.

**5. Correspondence:**

Two letters had been received for consideration by the Board.

Mr Gareth Jones had written to ask whether the Board could consider broadcasting the AGM via webinar or similar. He highlighted escalating costs of attending AGMs and whether the Board should consider subsidising the costs of the AGM. JS said that the AGM used to be held on Saturday afternoon to allow people to travel on Saturday morning if necessary and avoid an overnight stay. It was agreed that this is potentially a good idea and that this topic should be discussed in further detail at the November 2024 Board meeting.

Mr Trevor Black had written to the Chairman and Vice Chairman regarding the 2023 AGM and his letter was read out by Janet East. Mrs East had spoken to Mr Black on the telephone and assured him that the issues highlighted in his letter had been dealt with by the Board. It was agreed that Mrs East would write to Mr Black following the meeting.

**6. Company Secretary:** Mr Emberton said that Mr Terry Barker has agreed to take on the role of Company Secretary, and this will formally occur at the AGM. The Board thanked Mr Barker for taking on the role of Company Secretary.

Mr Emberton said that all new Directors of Companies will now need to provide identification and proof of address to Companies House before they are approved. LP will contact all new Board members to give them advance notice that they will need to provide this information.

**7. Election of President:** JS will be retiring as President of the Society at the AGM. One nomination was received from the Board, Mrs Pat Black. The Board was delighted to hear of this nomination and congratulated Mrs Black on her appointment. Mrs Simmons thanked all of the Board members and our secretary for their work for the Society. She has enjoyed working with the Board and is grateful for their support and friendship. She said the Board have another busy year in front of them, with some remaining on the Board and those retiring from their roles but not from the JSS activities. She wished the Board the very best in the future, particularly Janet, as she takes over as Chairman in April, and she knows she leaves the Board in very good hands.

**8. Field Officer's report:** Previously circulated.

Shows: The issue of finding judges to officiate was discussed. CR highlighted that, mainly because Irish shows do not pay travel expenses, the Irish RCM is having difficulties finding judges who are willing to travel to Ireland. JS suggested that CR contact all judges asking if they would be willing to judge at these shows via email, and publish requests on Facebook and on the website. It was agreed that this is a good idea. AR suggested that members who are not showing at a show might be willing to offer overnight accommodation to judges. BG suggested that a note to this effect might be published in the Journal.

**9. Chairman's Report:** Ireland Subsidiary company: A draft application for setup of the company is currently with the Society Solicitor, and JLE will send it to the Irish RCM once approved by the Solicitor, for review by his Accountant. The Subsidiary Company Board will consist of the Chairman, Treasurer, Irish RCM and Mrs Geraldine Fletcher, who is a member resident in the Republic of Ireland. This will also facilitate opening an Irish bank account so that direct debits etc can be offered to members in the Republic of Ireland.

**10. Vice Chairman's Report:** The RCM information pack updated by Mrs East had previously been circulated to the Board, and she has received feedback which she has incorporated. Mr Barker will publish this document on the website, together with a welcome letter which will also be given to new RCMs at the AGM.

**11. Treasurer's Report:** Mrs Pope had previously circulated her report. The Accounts were agreed by the Board (proposed by Mrs Pope, seconded by Mr Emberton). JS proposed a vote of thanks to Mrs Pope for preparing the Accounts.

Memberships: Member numbers have dropped, which was thought to be mainly due to the change in the direct debit system and the increase in the cost of living, and 220 members have been lost. Mrs Pope suggested sending a Membership Invoice in December of each year, detailing the ways in which subscriptions can be paid. Mrs East asked whether RCMs know which members have not renewed. This information has been sent to RCMs in the past and it was agreed that Mrs East will ask Grassroots to send this information to RCMs. RCMs are not expected to contact all members who have not rejoined. Mrs Simmons said that members lost due to the change in the direct debit system who subsequently rejoin should not be charged a joining fee, and they will not be sent a new members pack. Mrs Pope will request that Grassroots action this.

Mr Fenwick asked whether members who buy registered sheep but don't show and subsequently cease to be a member, could be incentivised by the Society. It was agreed that this is an important point and the Board should think about ways to make membership more attractive for members who do not show. The possibility of having a Members Only section of the website was discussed, and Mr Barker confirmed that this is possible.

## **12. Office, Grassroots and NSA report:**

NF had previously circulated a report and there are no issues for the Board's attention.

Grassroots contract: Mrs Pope confirmed that this contract should be reviewed. Mrs East suggested that she and Mrs Pope should meet Grassroots in person and then review the contract. Mrs Pope will email RCMs to ask them to communicate any issues with Grassroots which can then be addressed.

NSA: JS said that it is important that the JSS is represented at NSA meetings. They have stopped the forums which were helpful to the Society. JS is happy to continue to represent the Society but is also willing to hand over to another member should they wish to represent the Society.

**13. Social Media Report:** This had previously been circulated by Kay Carpenter. She asked that any admins on Facebook pages who wish to post on the JSS UK page, should do so. It was agreed that an Irish member should be added as an admin to the UK page, and it was agreed that Lucy Fletcher will be asked.

Calendars: It was agreed that the Calendars should be run again as last year. Sponsors should be asked if they would like to Gift Aid their sponsors, and LP would need confirmation that they are happy to do this. KC to confirm this with sponsors. Mr Emberton highlighted that it is important that all members are aware of the arrangements for sponsoring the calendar.

Videos of presale shows: Kay has received a suggestion that the presale show should be live streamed. It was agreed that a professional option may be best, but that via Grassroots, interest from the membership will be sought to identify individuals that may have the expertise to live stream the pre-sale shows. KC to contact Grassroots to arrange this. Should this not prove fruitful, the mart should be contacted to ask if they have contacts that could provide this service.

## **16. Reports from Regions – Issues requiring the Board's attention**

Central: Mrs Carpenter gave an update on Regional events and asked that Open Days and events be publicised to other Regions on Facebook or via emails sent by Grassroots. Mr Richardson offered to hold a Judges seminar at the Open Day.

A discussion was had about merchandise and other items for display stands. It was agreed that core merchandise such as ties, hats etc should be available, and that other items such as wool items can be displayed by members.

It was agreed that RCMs should submit ideas for merchandise to Mrs Pope and Mrs East. Mrs Pope to send an email to RCMs asking for ideas.

KC asked for free items to be given away at the stand at the English National show. CR and LP will bring past Journals and pens, respectively, to the AGM for KC. KC requested funding to buy key rings (£35) and £16 for fridge magnets to give away at the stand. This was granted.

KC requested £451.20 for the stand at the English National show which was granted by the Board.

Pat Bromley funding for young handler judging event approved by the Board. Costs to be submitted to LP.

A discussion was had about whether details of lambs born via embryo transfer should be in Sale catalogues. CR says that Grassroots can be asked to include this. It was agreed by the Board that this is a good idea and an explanatory note should be included in the Catalogue.

JS asked that a reminder be sent to the RCMs that the rules in schedules for the Shows & Sales be updated to include the new rule that vendors are responsible for having the correct lot numbers on their sheep.

KC suggested that Open Day and regional event details should be sent to other RCMs (via WhatsApp and Facebook) and this can be shared to other Regions. JS said that all regional events can be sent to all members by Grassroots, and this can be requested by RCMs. Mr Emberton said that an alternative to MailChimp could be sought for all-member emails.

Scotland: Melanie Harper gave an update on Regional Activities.

Mrs Harper passed on her thanks from Edie Crowe to the Board for their message following the death of Willie Crowe.

South West: Richard Fenwick gave an update on Regional Activities and the planned South West Open Day. He would like to incorporate activities for children and Mrs Pope reminded him about the funds that are available from the Pat Bromley fund.

Wales: Mrs Ross gave an update on Regional Activities. She requested pop up stands and rosettes for the Royal Welsh show. KC to arrange these for the Welsh region. An Open Day has not yet been arranged due to the AGM, but this may happen later in the year.

Southern: Mrs Gould gave an update on regional activities. An Open Day will be held later in the summer, and once confirmed Mrs Gould will speak to Mr Richardson about holding a judges seminar.

Eastern: Mr Green said that Suffolk Show have discontinued their classes. Although they said that they have contacted the Society, neither the Secretary or the Show Secretary have had any communications from the show. A Show Preparation day will be held for younger members and Mr Green asked if Pat Bromley funds might be available for the event. Mrs Pope said it would be available.

Ireland: NF raised issues for the Board's attention that were in MK's previously circulated report. Pat Bromley funds for the Young Handlers day: This was agreed by the Board. MK to request funds from Mrs Pope.

Direct Debits: This should be possible when the Subsidiary Company is set up, as it will be easier to open a Euro bank account.

Northern Ireland second sale: CR to contact Matthew Kehoe to ask for further details.

The Board were saddened to hear of the death of Mrs Dorothy Pendry. It was agreed that an Obituary for the Jacob Journal would be appropriate. CR agreed to write the Obituary.

Northern: KC and JS are willing to organise and judge a flock competition with CR's permission.

**17: Website report:** Mr Barker asked that RCMs contact him if there are regional events that they want put on the website.

#### **18. Results of nominations for Board Members:**

Vice Chair: Scott Dalrymple was nominated unopposed

Wales RCM: Alison Ross was nominated unopposed

Central RCM: Kay Carpenter was nominated unopposed

Northern RCM: No nominations

#### **19. AGM Update**

Preparations are going well for the 2024 AGM in Wales. The main JSS stand will be brought to the AGM.

The 2025 AGM will be hosted by Scotland.

The 2026 AGM weekend will be held in the South West Region.

#### **20. Any Other Business**

JPE said that a progress meeting of the Board may be held via Zoom before the November Board meeting to update Board members and ensure any action items have been actioned.

JS proposed a vote of thanks to the Officers and RCMs for all their hard work on behalf of the Society. She was pleased to hear of the new Nominations for the Board, and was sure the JSS is in good hands.

#### **21. Date and Time of Next Meeting:**

Thursday 7<sup>th</sup> November 2024 at 11.00 am at the Carlton Club, London.