

ASSC Special Meeting Minutes

Meeting Held: December 15, 2025

I. Call to Order: The meeting was called to order via Zoom format at 6:02 p.m. on December 15, 2025. The following farm memberships were in attendance:

Says-A-Lot (Trish Henry);
Treasurer Wanda Calloway;
University of Arkansas (Darren Bignar);
Kirk Club Lambs (Stacy/Lisa Kirk);
Whippoorwill Hill Farms (Joe Washburn);
Yancey Ranch (Janeal Yancey);
Malabanan Farms (Bethany Malabanan);
Stacks Family Farms (Joe Stacks); and
Bacon Cattle & Sheep (Debbie Bacon)

II. Purpose of Special Meeting: The purpose of the Special Meeting of the membership was to review the Peer Audit Committee Report and review the proposed Operational Guidelines as drafted by the Peer Audit Committee, both of which were provided to the general membership in advance of the meeting for review.

Committee Chairperson Bethany Malabanan reported on the interviews made by committee members of the Treasurer, AJSC coordinator and ABSC coordinator and the financial documents of each. The Chairperson reported that the Treasurer only had specific knowledge concerning the general ASSC account; that the ABSC account was solitary; and that the AJSC account had the most pieces.

In the determination of the committee, there was a need to centralized recordkeeping through the ASSC general account as it was hard to piece together three separate accounts and there was lack of segregation of duties and record keeping in some accounts, undercutting the ability to accurately document income and expenses.

The committee recommended the need to merge all of the accounts into the general account of the ASSC with restricted funds designated for certain AJSC and ABSC items. That would allow the Treasurer to keep up with receipt of incoming funds, uses of those funds and further allow the Treasurer to maintain documentation to demonstrate correct use of funds by the ASSC for intended purposes.

The committee also recommended that all funds be received electronically through Stripe to ease in tracking and to ensure that funds flowed through the non-profit entity rather than through accounts that could be deemed individual and separate from the non-profit entity of the ASSC. Checks will still be acceptable; however, Stripe will be the vehicle for receipt of electronic funds

and will be tied to the ASSC general account to get away from non ASSC accounts or member accounts such as Paypal, etc. which are not covered by the non-profit corporation.

The committee stressed the need for segregation of duties and checks and balances so one person was not burdened or in control of handling the finances of ASSC – in the event of illness, etc., The committee recommended that Bethany Malabanan work with ASSC’s Treasurer to maintain professional oversight in aspects of general accounting, since Bethany is a licensed CPA as well as an ASSC breeder member. Different methods of recordkeeping were discussed, and the Treasurer and Bethany will begin coordinating efforts to find an easy and effective way to make the financial recordkeeping both transparent and accurate. The Treasurer and Committee Chair will also work with AJSC and ABSC coordinators to close existing accounts and move all funds into the ASSC general funds to start calendar year 2026 on a fresh note.

The Committee Chair also highlighted items of the proposed Operational Guidelines for the membership and the basis for each guideline identified.

Upon Motion of Joe Washburn and second by Debbie Bacon, the Peer Audit Committee Report was accepted and passed by acclamation of the general membership with direction for the Bylaws to be amended consistent with the changes.

Upon Motion of Debbie Bacon and second by Stacy Kirk, the Operational Guidelines were accepted and passed by acclamation of the general membership with direction for the Bylaws to be amended consistent with the changes.

VII. Adjournment: All matters of business of the Special Meeting being concluded, the meeting was adjourned at 6:47 p.m.

Brandi Killins

ASSC Secretary