

Barbados Blackbelly Sheep Association International



<http://www.blackbellysheep.org>

BYLAWS

ARTICLE I. NAME

The name of the association shall be Barbados Blackbelly Sheep Association International and shall, when required, be abbreviated as BBSAI. In these bylaws, it shall be referred to as the Association.

ARTICLE II. INCORPORATION, BBSAI YEAR, AND FISCAL YEAR

- A. The Barbados Blackbelly Sheep Association is registered with the State of Missouri as a not-for-profit corporation.
- B. **BBSAI Year**—The BBSAI operating year will begin on January 1 and will end on December 31.
- C. **Fiscal Year**—The fiscal year will begin on January 1 and will end on December 31.

ARTICLE III. PURPOSE

- A. To raise, preserve, improve, promote and publish facts pertaining to American Blackbelly (horned) and Barbados Blackbelly (polled) sheep.
- B. To register and keep on file all records of registrations and transfers of American Blackbelly and Barbados Blackbelly sheep.
- C. To support and promote the interests of American Blackbelly and Barbados Blackbelly sheep breeders.
- D. To work together and exchange information and ideas that will be helpful in raising and preserving American Blackbelly and Barbados Blackbelly sheep.
- E. To improve the genetics of each generation of sheep, including artificially inseminated sheep.
- F. To develop better markets.
- G. To sponsor shows and sales and to involve our youth in every part of sheep production.

ARTICLE IV. MEMBERSHIP

- A. Eligibility**—Anyone is eligible for membership who is interested in, promotes, owns, or breeds American Blackbelly or Barbados Blackbelly sheep.
- B. Applications**—An individual (for themselves or their farm and/or family) shall make application and pay all appropriate membership dues to the Secretary of BBSAI. After the application and dues are processed, the BBSAI Secretary will issue a Certificate of Membership and Flock Number and notify the individual that the membership is approved. The BBSAI Secretary will furnish membership application forms to anyone interested, or the forms can be downloaded from the BBSAI Web site at <http://www.blackbellysheep.org>.
- C. Type of Membership**—There shall be four types of membership: Family, Regular, Associate, and Youth.
1. A Regular membership will be offered and be entitled to one vote and be eligible to hold one office.
 2. A Family membership will be offered for two people that join as a team. The membership will be entitled to one vote, and one person will be eligible to hold one office.
 3. A Youth membership will be offered to individuals who are 18 years of age or younger and who own, breed, and register American Blackbelly or Barbados Blackbelly sheep. A youth member has no voting privileges and may not hold office.
 4. Lifetime memberships in the Association will be continue to be honored and grandfathered into the new membership categories, effective July 15, 2019.
- D. Breed Designation**—BBSAI membership is divided by declaration of primary breed. Members shall designate on the annual membership application which breed they raise.
1. Members who indicate they raise American Blackbelly may vote on all matters relating to American Blackbelly and to general BBSAI business.
 2. Members who indicate they raise Barbados Blackbelly may vote on all matters relating to Barbados Blackbelly and to general BBSAI business.
 3. Members who indicate they raise both the American Blackbelly and Barbados Blackbelly may vote on all matters related to American Blackbelly, Barbados Blackbelly, and to general BBSAI business.

The Board of Directors will determine if an issue is breed specific prior to any general membership vote.

E. Terms and Renewal

1. The calendar year for all memberships is July 1 through June 30.
2. An active member is an individual who has applied to the BBSAI for membership and paid the appropriate membership dues.
3. To maintain an active membership status, membership must be renewed and all appropriate dues paid no later than June 30 of each year.
4. If the applicable dues are not paid by June 30, then the membership will lapse effective July 1. Notwithstanding the preceding, a lapsed membership may be retroactively reinstated to July 1 if the applicable dues are paid prior to September 1. During the grace period for the payment of delinquent member dues, the person whose membership lapsed as of July 1 shall not be entitled to any membership rights, including but not limited to the right to vote at an Association meeting or the right to receive any Association information.

- F. Suspension and Expulsion of Members and their Membership**—No membership in the BBSAI may be terminated or suspended except pursuant to the following procedure, which is fair and reasonable and shall be carried out in good faith.
- 1. Violations**—A member of this Association or any other person who is a holder of a Certificate of Registration issued by this Association may not
 - engage in misrepresentation or misconduct in connection with the breeding, showing, registration, purchase, or sale of American Blackbelly or Barbados Blackbelly sheep;
 - willfully violate the bylaws, rules, and regulations of this Association; nor
 - inappropriately use the online Breeder Directory defined in [Article IV Section G](#) of these bylaws.

Any member of the Association may submit a complaint regarding an alleged violation by notifying the Secretary of the Association in writing. The complaint shall state the facts upon which the complaint is based. Upon receipt, the Secretary shall present such charge to the Board of Directors at its next meeting.
 - 2. Hearing**—Upon receiving a complaint, the Board of Directors shall set a time and place for hearing the charge or charges against the member or holder of a Certificate of Registration. The Board of Directors shall cause a written notice to be mailed by first class or certified mail to the last known address of the accused person at least 30 days before the date of such hearing. The notice shall state the nature of the charges against the accused. At the time and place set for the hearing, the accused shall have the opportunity, in person, orally, in writing, or by counsel, to be heard and to present evidence in his own behalf and to hear and refute the evidence offered against him. The hearing shall be conducted in a fair and reasonable manner and take into account all relevant facts and circumstances.
 - 3. Penalties**—If the Board of Directors considers that the charges are sustained, it may suspend or expel such offender if a member of the Association, or impose such other appropriate penalties as it may decide and deprive him of all privileges in the official Record of the Association, including refusal to transfer any Certificate of Registration issued by this Association and revocation of any Certificate of Registration of an animal standing in the name of the accused person. The Board, at its discretion, may also suspend and hold in abeyance during the pending of any complaint before it, the privileges of membership in the Association if the accused is a member of the Association, or the right to transfer any Certificate of Registration if the accused is not a member.
 - 4.** Any proceeding challenging an expulsion, suspension, or termination, including a proceeding in which defective notice is alleged, must commence within one year after the effective date of expulsion, suspension, or termination.
- G. Breeder Directory**—The BBSAI may, at its discretion, maintain a Breeder Directory and publish it in whole or in part and in any technologically available format—hardcopy, electronic, or otherwise. The directory may contain the names, addresses, e-mail addresses, and telephone numbers of those BBSAI members who have agreed to be published. The directory and its contents are copyrighted, proprietary products of the BBSAI and may not, in whole or in part, be reproduced, copied, disseminated, entered into a computer database, used as part of or in connection with a mailing list, or otherwise utilized in any form, manner, or by any means except for the user's individual, personal, or confidential reference. A member must own registered sheep and maintain a Regular or Family membership to be listed in the Breeder Directory.
- H.** As a condition of membership in the Association, each member shall agree to conform to and abide by the bylaws, rules, and regulations of the Association, and amendments or modifications thereto, which may from time to time be adopted.

- I. The Board of Directors shall have the power to accept or reject applications for membership, fix membership fees, and establish rules and regulations covering the rights and privileges of members, consistent with the provisions of these bylaws.
- J. Membership in the Association shall cease upon the death, resignation, or expulsion of a member, except as may otherwise be provided in the rules and regulations of the Association. Membership is not transferable.

ARTICLE V. MEETINGS

A. Annual Membership Meeting—There shall be a single annual meeting for the purpose of the attending membership to

- receive current operating reports and committee updates of pending Association issues;
- receive the Nominating Committee's list of candidates to fill open positions on the Board of Directors; and
- discuss issues listed on the agenda and determine which member-initiated issues should be placed on the ballot.

The annual membership meeting shall be held on the second Wednesday of November.

The annual membership meeting may be held in person or via teleconference, electronic mail, or electronic conference using electronic bulletin boards, chat rooms, or other such facilities as may become available.

B. Special Meetings—A special meeting of the membership may be called by the President, by a majority of the Board of Directors, or at the request of at least 5% of the Association's voting members. A request for a special meeting must be made in writing and must specify the general nature of the business proposed to be transacted at the special meeting. The written request must be submitted to the President, Vice President, or Secretary of the Association. At a special meeting, members may transact only such business as is properly specified in the notice of meeting. Special meetings may be held in person or via teleconference, electronic mail, or electronic conference using electronic bulletin boards, chat rooms, or other such facilities as may become available.

C. Notice—Notice of any annual or special meeting shall state the time, date, place, and purpose of the meeting, and shall be sent to each member by written, telephonic, or electronic mail, or be published in a regularly published membership communication, not more than 60 and not less than 30 days prior to the date of such meeting. A member wishing to attend the meeting must notify the secretary at least 10 days prior to the meeting to receive dial-in or login instructions and the meeting agenda.

D. Meeting Agenda—Anyone wishing to put a topic on the agenda of an annual or special meeting must notify the BBSAI Secretary in writing at least 10 days before the date of the meeting. If a member wishes the agenda topic to be included in the notice of the meeting, the member must submit it to the Secretary at least 10 days before the notice of the meeting is published. Planning the agenda for such meeting shall be the responsibility of the Board of Directors serving prior to the meeting.

E. Quorum—At all annual and special membership meetings, 1% of the active members shall constitute a quorum and shall be sufficient for any transaction of business. However, unless one-third or more of the membership voting power is present, the only matters that may be voted upon at an annual or regular meeting of members are those matters that are described in the meeting notice.

F. Voting

1. At an annual meeting, voting for administrative issues, such as approving meeting minutes and adjourning the meeting, shall be by roll call voice vote. All other matters shall be conducted by ballot following the annual meeting. During the meeting, a roll call voice vote shall be taken to decide if an issue, other than those already on the planned ballot, is to be placed on a ballot.
2. Voting at special meetings shall be by ballot and shall be limited to matters described in the meeting notice unless one third or more of the membership voting power is present at that special meeting. During the meeting, a roll call voice vote shall be taken to decide if an issue is to be placed on a ballot.
3. Determination of membership voting power shall be done at the time the announcement of the annual or special meeting is sent, or at the time that ballots are delivered to the membership. The Secretary shall prepare an alphabetical list of the names of all its members who are entitled to vote at the meeting. The list must show the address and number of votes each member is entitled to vote at the meeting and which breed designations members are allowed to vote for, in the event that breed-designated items are on the ballot. The list shall be made available for inspection by any member for the purpose of communication with other members concerning the meeting, beginning two business days after notice is given of the meeting for which the list was prepared and continuing through the meeting. The list will be made available upon written request by member.

G. Ballot

1. The Secretary of the Association shall deliver a ballot to each active member within 30 days following an annual or special meeting. The ballot shall include a statement of the percentage of approvals necessary to approve each matter other than election of directors, and shall specify the time by which a ballot must be received by the Association in order to be counted.
2. Results of the balloting shall be counted by the Secretary or a person designated by the Board, and shall be kept in that person's custody for a period of time as designated by the Board and be subject to inspection at reasonable times by any member of the Association. The membership shall be promptly notified of the results of such balloting.
3. The act of the majority of those voting (that is, 50% plus 1) shall be considered an act of the membership of the association.
4. Any action that may be taken at any annual or special meeting may be taken without a meeting if the Association delivers a ballot to every member entitled to vote on the matter.

H. Rules—Membership Meetings shall be conducted in accordance with the current edition of *Roberts Rules of Order* or such other rules as the membership shall adopt, but no rule change will be effective until the next subsequent meeting after passage of the change.

I. Telephone/Electronic Meeting—Annual meetings and special meetings may be conducted in person or via teleconference, electronic mail, or electronic conference using electronic bulletin boards, chat rooms, or other such facilities as may become available if all persons participating in the meeting can hear each other or read each other's comments at the same time. Participation in a meeting by these means constitutes presence in person at said meeting. The cost of such meetings shall be borne by the participating members.

ARTICLE VI. DIRECTORS

- A. Powers**—The general business of the BBSAI shall be conducted and managed by a Board of Directors. Said Board shall have the power to make rules and regulations for the guidance of its Officers and members and for transaction of the business of the BBSAI. The Board of Directors, by resolution, may delegate to committees and ad hoc committees.
- B. Duties**—Every Director shall discharge his or her duties in good faith with a view to the interests of the BBSAI and irrespective of any particular breed of sheep. Every Director shall participate in all meetings of the Board of Directors, including informal discussions, email discussions, telephone conferences, and any other meetings in which BBSAI business is transacted.
- C. Qualification**—To serve as a Director, a person must be an active member of the BBSAI and must own at least one American Blackbelly or Barbados Blackbelly sheep that is registered with the BBSAI.
- D. Composition and Election of Board**
1. The number of Directors shall be not less than six nor more than ten.
 2. Elections for members of the Board of Directors shall be conducted by ballot following the annual meeting as outlined in [Article V Section G](#). The Nominating Committee shall receive nominations to fill open positions on the Board of Directors.
 3. No less than 30 days prior to the annual meeting, the Board of Directors shall deliver a list of the nominees to the members eligible to vote at that date.
- E. Nominating Committee**
1. By majority vote of the Board, the President shall appoint a Nominating Committee by May 1 each year, consisting of not less than 3 active members, whose duty it shall be to prepare a list of nominees for election as Directors. Following are the ways in which a member may be nominated to fill an open Director position:
 - The Nominating Committee shall solicit candidates from the membership to fill open Director seats.
 - Nomination by Petition. Nominations also may be made by petition by at least three members and filed with the Secretary at least 60 days prior to the annual meeting of the members. The Secretary shall forward all such nominations to the Nominating Committee.
 - Other nominations. If, at the time of the election, no candidates have been nominated to fill open seats on the Board of Directors, nominations will be allowed from the floor. Nominations from the floor shall not be allowed under any other circumstances.
 2. The Nominating Committee shall submit the list of nominees to the President at least 60 days before the annual meeting. The list shall be incorporated into the ballot that follows the annual meeting (see [Article V Section G](#)). The ballot shall instruct members to select from the list the candidates they wish to fill the open Director positions. The nominees receiving the most votes shall be elected to fill the number of open positions.
- F. Term**—The term of a Director shall be one year. A Director may serve for any number of consecutive terms.

G. Resignation; Removal; Vacancies

1. The Board of Directors may remove a Director who fails to attend three consecutive Board meetings if a majority of the Directors then in office vote for the removal.
2. If a Director, during his term of office, shall die, resign, or disperse his herd and cease to be an active breeder, the Board of Directors may declare the office vacant.
3. If a Director fails to perform the duties of a Director, the Board of Directors may, after notice to such Director, call a special meeting of the members as defined in [Article V](#) for the purpose of removing that Director from office.
4. A vacancy on the Board of Directors that results from [Article VI.G.1](#), [2](#), or [3](#) may be filled by the Board of Directors by appointing a new Director for the unexpired portion of the term.

H. Conflict of Interest—No Director shall vote on any issue that may result in a direct monetary benefit to said Director, said Director's family, or to any business in which said Director has a direct or indirect interest.

I. Annual Directors Meeting—As soon as practicable after each Annual Membership Meeting, the newly elected Directors shall meet for the purpose of electing officers and the transaction of other business, and if a quorum of the Directors be then present, no prior notice of such meeting shall be required to be given.

J. Regular Directors Meeting—The Board of Directors may establish a schedule for regular meetings.

K. Special Directors Meeting—Special Meetings of the Board of Directors may be called by the President or the Secretary and must be called by either of them on the written request of any two members of the Board.

L. Notice of Directors Meetings—Notice of all Directors meetings, except as herein otherwise provided, shall be delivered not less than 15 days prior to the meeting. The notice shall be sent to each Director at his or her postal or email address of record. Such notice must include any materials necessary for the next meeting. At any meeting at which every Director shall be present, even though without notice, any business may be transacted.

M. Quorum; Voting—At all meetings of the Board of Directors, a majority of the Directors shall be necessary and sufficient to constitute a quorum for the transaction of business. The act of a majority of the Directors present at any meeting at which there is a quorum shall be the act of the Board of Directors. If at any meeting there is less than a quorum present, a majority of those present may adjourn the meeting without further notice to any absent Director.

N. Informal Action by Directors—Any action required to be taken at any meeting of the Board of Directors or of any committee thereof may be taken without a meeting if a written consent to such action is signed by all members of the Board or of such committee, and such written consent is filed with the minutes of the proceedings of the Board or committee.

O. Telephone/Electronic Meeting—Members of the Board of Directors or a committee of the Board may participate in a meeting by means of a conference telephone call, or by other electronic means, if all persons participating in the meeting can hear each other or read each other's comments at the same time. Participation in a meeting by these means constitutes presence in person at said meeting. The cost of such meetings shall be borne by the participating Directors.

ARTICLE VII. OFFICERS

- A. Officers**—Candidates for officers are selected from the current Board of Directors, and each officer is elected by majority vote of the Board of Directors as described in [Article VI Section I](#). The term for all officers is 1 year, and officers may serve for any number of consecutive terms. The Officers of the BBSAI shall be a President, a Vice President, a Membership Secretary, a Recording Secretary, and a Treasurer. Any two offices may be held by the same person, provided that the President shall not also serve as Vice President. Other Officers with such powers and duties not inconsistent with these bylaws may be elected by the Board of Directors.
- B. Resignation; Removal; Vacancies**—Any Officer may resign at any time by giving written notice to the President or the Board of Directors. Any Officer may be removed from office at any time, in accordance with these bylaws. In case any office of the BBSAI becomes vacant, the Board of Directors by majority action may select an Officer to fill such vacancy.
- C. President**—The President holds the highest elected office on the Board of Directors. The President may vote in all meetings of the association and Board of Directors. It is recommended that the President not serve more than two consecutive terms.

Specific responsibilities:

- Preside at all meetings
- Sign all contracts and other instruments of BBSAI
- Supervise the affairs of BBSAI according to and subject to the bylaws
- Set up meetings, including conference calls
- Represent BBSAI to external parties as appropriate
- Create ad hoc committees as necessary with Board approval and appoint chairpersons of committees as required
- Appoint a Nominating Committee each May 1

- D. Vice President**—The Vice President assists the President and performs all duties of the President in his or her absence. The Vice President may vote in all meetings of the association and Board of Directors. It is recommended that the Vice President not serve more than two consecutive terms.

Specific responsibilities:

- Act for the President in his/her absence
- Chair the yearly audit of the BBSAI books
- Be responsible for BBSAI advertising; propose advertising choices to the Board in a timely manner

- E. Membership Secretary**—The Membership Secretary is the corresponding and recording officer of BBSAI. The Secretary may vote in all meetings of the association and Board of Directors.

Specific responsibilities:

- Furnish membership forms and information packets to anyone who requests them
- Manage the membership renewal campaign to include several mailings (both postal and email) and reminders to minimize loss of members
- Update membership database upon receipt of membership renewal form
- Process membership applications and dues and deliver New Member Acknowledgment letter
- Receive membership dues and send them to the Treasurer
- Keep an up-to-date membership roster
- Remove non-renewing members from the BBSAI membership list.
- Forward to the Recording Secretary any timely request for an agenda item at a meeting

- Upload minutes of meetings to both the Board and the member's area of the BBSAI website
- Deliver Notice of Annual meeting and arrange telephone bridge line; prepare a list of Board's accomplishments for the year to include with the meeting notice
- Prepare Annual Meeting packet to include minutes from previous year's meeting; agenda, financial report, committee reports
- Deliver a ballot to each active member within 30 days following an annual or special meeting
- Present any complaints received about members to the Board of Directors
- File the Annual Report with the MO Secretary of State yearly
- Signs, with the President, all instruments requiring his or her signature
- Archive Board's emails and voting histories to BBSAI's archival resource

F. Recording Secretary— The Recording Secretary is the recording officer of the BBSAI. The Recording Secretary may vote in all meetings of the association and Board of Directors. Duties are as follows:

- Record the minutes at each Board meeting and provide the Agenda for the meeting.
- Upload minutes of meetings to both the Board and the member's area of the BBSAI website
- Post and update all Classifieds
- Answer questions directed to the BBSAI
- Help other Board Members when needed

G. Treasurer—The Treasurer is the BBSAI's chief fiscal and financial officer. The Treasurer may vote in all meetings of the association and Board of Directors.

Specific responsibilities:

- Collect all fees, dues, and other monies due the BBSAI
- Pay the BBSAI bills and require receipts and invoices for all expenditures
- Report the above transactions at each regular meeting
- Provide a written report when requested by the Board
- Maintain a file of receipts and invoices
- Reconcile the bank accounts to BBSAI's bookkeeping system
- Keep the books up to date and open for inspection upon the reasonable request of any Board member

H. EX OFFICIO— The Board has the right to appoint Ex Officio members to the Board or to a Committee. Ex Officio members have all the rights and obligations of the Board or committee on which they serve. This includes the right to discuss, debate, make decisions, and vote. It also makes them accountable for the duties of their position as stated in the by-laws.

Ex Officio Board members are appointed to serve in a position because the organization needs their expertise or influence in that position. One member of the American Blackbelly Open Registration Committee, selected by its membership, shall be an EX OFFICIO member of the Board, so long as the Committee is standing.

ARTICLE VIII. AMENDMENTS AND ALTERATIONS

These bylaws may be altered or amended at a meeting of the Board of Directors by voting as outlined in [Article VI Section M](#) or at any membership meeting by a majority vote of the votes submitted by ballot as defined in [Article V Section G](#).

ARTICLE IX. DISSOLUTION

Upon dissolution, after all debts have been satisfied, the remaining assets of the BBSAI shall be distributed to an organization(s) as determined by the Board of Directors.

ARTICLE X. REGISTRAR AND BOOKS OF REGISTRY

- A. Registrar**—The Board of Directors shall either appoint a BBSAI member to serve as Registrar or hire an independent contractor to perform the association's Registrar duties. The Registrar may be asked to perform some or all of the duties listed below:
1. Receive and verify entries for insertion into the book of registry subject to the rules and regulations of the association.
 2. Keep on file all documents constituting the authority for pedigrees and hold them subject to the inspection of the President, Secretary, or Board of Directors.
 3. Receive and deposit or deliver to the Treasurer all funds pertaining to fees connected with registrations.
 4. Perform all other duties properly ordered by the President, Secretary, or the Board of Directors. The Registrar will serve at the pleasure of the Board, and may be removed at any time with or without cause by the Board of Directors.
- B.** The BBSAI shall maintain separate books of registry for the American Blackbelly sheep and the Barbados Blackbelly sheep.
- C.** The BBSAI's book of registry for Barbados Blackbelly sheep is a "closed registry". The BBSAI book of registry for American Blackbelly sheep is temporarily open to undocumented candidate sheep, subject to the protocols as set forth in the Standing Rules and progeny testing. Both Barbados Blackbelly and American Blackbelly sheep may be registered if
1. the sheep meets BBSAI breed standards, without exception; and either
 2. its dam and sire are both BBSAI registered sheep of the same breed meeting the breed description currently in place; or
 3. For Barbados Blackbelly sheep, upon written petition to the Board of Directors demonstrating "extraordinary circumstances," owner is granted special dispensation by majority of a standing committee of BBSAI sheep breeders. Said committee shall be appointed by the President with approval of the Board of Directors. This procedure will be known as the Exceptions Policy and will be outlined in the Standing Rules to the Bylaws, available online at http://www.blackbellysheep.org/standing_rules.html.
 4. For American Blackbelly sheep, upon review, evaluation and approval by the American Blackbelly Open Registration Committee. Said committee shall be appointed by the President with approval of the Board of Directors. Committee members may be added or removed without cause at the discretion of the Board. Committee general operating guidelines and application evaluation policies and procedures shall be subject to review and approval by the Board of Directors. This procedure will be known as the American Blackbelly Open Registration Process and is outlined in the Standing Rules to the Bylaws, available online at http://www.blackbellysheep.org/standing_rules.html.
- D.** An application shall be submitted for each sheep and include a photo of the sheep being registered. The photo may be submitted by U.S. mail, electronically, or by email.
- E.** A member must be in good standing and have paid all dues to register sheep.

ARTICLE XI. REGISTRATIONS

- A. Registration Application**—Applications for registration of sheep and fees must be made to the Registrar, and all required information must be furnished in accordance with the type of registration being requested.
- B. Breeder**—The breeder is the owner of the ewe at the time the ram serviced the ewe.
- C. Breeder Identification**—The Secretary will assign a flock identification number to each member. This identification will consist of three letters of the breeder's choice and approved by the Secretary. This flock identification number will be referenced on BBSAI paperwork including, but not limited to, sheep registrations and membership certificates.
- D. Registration Numbers**—Registration numbers will be assigned by the Registrar. A sheep's registration number will consist of the flock identification code; the birth month and year of the sheep, and a sequential association number. Rams registered prior to January 2007 may display a "P" or "H" after the registration number indicating if the ram is polled or horned.
- E. Registered Name**—The name given to a sheep when it is first registered is its permanent name and cannot be changed in the book of registry. A sheep's registered name will, by default, include the flock name, which is a unique name assigned to a member upon joining the BBSAI.
- F. Ear Tags/Tattoos**—All sheep to be recorded shall have been identified by means of an ear tag with the animal's name or identification number. Animals, when approved for registration, will have a BBSAI registry number assigned and a Certificate of Registration issued to the owner. The animals shall be known and identified by the private identification name or number supplied to the BBSAI by the owner at the time of registration. The assigned registration number will be recorded.
- G. Transfers**—Transfers will be made by completing the transfer information on the original registration certificate and submitting it to the Registrar. The new owner of the sheep is not required to belong to the BBSAI to effect a transfer of the sheep's registration.
- H. Fees**—All fees are defined in Standing Rules to the Bylaws, which shall be made available by the Secretary. All fees must accompany the application, be paid by check, bank draft, U.S. money order in U.S. dollars payable to the BBSAI. Online registration fees are paid via PayPal.