

CONSTITUTION AND BYLAWS

As of July 1, 2022

of

HOLSTEIN ASSOCIATION USA, INC.

Including Rules to Preserve Integrity
and for Hearings and Appeals



Incorporated May 25, 1885,
Reincorporated October 31, 1913

Holstein Association USA, Inc.

John M. Meyer, Executive Secretary

Brattleboro, Vermont

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HOLSTEIN ASSOCIATION USA, INC.

previously known as
Holstein-Friesian Association of America

**INCORPORATED MAY 25, 1885, BY LEGISLATIVE ENACTMENT
REINCORPORATED UNDER THE GENERAL MEMBERSHIP
CORPORATIONS LAW OF THE STATE OF NEW YORK**

October 31, 1913

CONSTITUTION

ARTICLE I

This Association is a membership corporation, with all the rights, powers and privileges conferred upon membership corporations by the laws of the State of New York. It was organized by a special act of the legislature of the State of New York, viz., Chapter 333 of the laws of 1885, for the purpose of improving the breed of Holstein cattle previously known as Holstein-Friesian cattle, ascertaining, preserving and disseminating, as provided in its Bylaws, all useful information and facts as to their pedigrees and desirable qualities, and the distinguishing characteristics of the best specimens, and preparing, publishing and supplying all necessary volumes of the Holstein Herdbooks; and, generally, for promoting and securing the best interests of the importers, breeders and owners of said cattle, and thereby the public generally; and for the purposes and to attain the objects aforesaid, this corporation was given all necessary powers, authority and rights, including the powers and subject to the liabilities prescribed by the statutes of the State. It was reincorporated October 31, 1913, under Article II of the General Membership Corporations Law of the State of New York with the same corporate name, and for the same purpose as specified in the Act creating it.

ARTICLE II

The territory in which its operations are to be conducted is unlimited.

ARTICLE III

The Annual Meeting shall be held at any time each year, and at such place within the United States as shall be determined by the Association in the manner prescribed by its Bylaws. Such Annual Convention, or Meeting, and special meetings and Conventions may be held outside of the State of New York. Delegates shall be elected annually by the members of the Corporation from special election districts to constitute such Convention.

ARTICLE IV

This Association being a membership corporation, a relationship is created whereby integrity, honesty and fair dealing of its members, between themselves, the corporation and others, is essential to the success of the Association. For the maintenance of the good reputation of the Association and of its members, Bylaws, rules and regulations to enforce a strict compliance with the purposes of the Association and to maintain a clean membership and for the discipline of members shall be adopted, which may be altered, amended or repealed as therein provided.

BYLAWS

As of July 1, 2022

ARTICLE I MEMBERSHIP

General Membership *ART. I, SEC. 1.*

Membership in this Association consists of three classes, namely, life membership existing on June 1, 1960, one-year membership and junior membership.

Junior Membership *ART. I, SEC. 2.*

Any individual under the age of 21 years shall be qualified for Junior Membership. Junior Membership entitles the individual to the privileges of registration of animals at members' rates without being required to belong to a State or Regional Association, but does not entitle the individual to voting, nominating, or delegate rights in the Association and ceases upon the Junior Member attaining the age of 21 years.

Membership *ART. I, SEC. 3.*

The membership fee is established by the Board of Directors. Any change in the fee requires the approval by a vote of two-thirds of the voting members of the Board of Directors. The fee for a junior membership, if any, is established by the Board of Directors.

Application for Membership *ART. I, SEC. 4.*

Each application for membership will be reviewed by the Executive Secretary. If the Executive Secretary judges that the applicant is eligible for membership and ought to be admitted as a member, the name of the applicant is entered on the records as a member.

Rights, Privileges and Conditions of Membership *ART. I, SEC. 5.*

Subject to these Bylaws, the Board of Directors has the authority to establish and enforce rules, regulations, conditions, qualifications, rights and privileges of and limitations upon the members of each class, including, without limitation, rules and conditions governing admission, withdrawal, censure, suspension or expulsion.

Non-Members *ART. I, SEC. 6.*

Any non-member who makes application for the registration or transfer of an animal, or who enjoys any of the privileges of the Association, is subject to the Bylaws, rules and regulations of the Association to the same extent as its members.

Duty to Respond and Attend *ART. I, SEC. 7.*

It is the duty of all persons who are subject to the Bylaws, rules and regulations of the Association to answer promptly all inquiries of the Association; to provide promptly, when asked, whatever information and documents they may have relevant to any matter under investigation or subject to a hearing under the Association rules; and, upon reasonable assurance of reimbursement of expenses, to attend and participate in any hearing, when asked. Action on all matters dealing with the relations of such persons with the Association shall be deferred until such inquiries are answered, such information and documents are provided or such participation in hearings is completed.

Assessments *ART. I, SEC. 8.*

The Executive Committee or Board of Directors may assess any person subject to the Bylaws, rules and regulations of the Association reasonable costs related to an

investigation or hearing concerning such person, which costs shall constitute a legally enforceable indebtedness of such person to the Association.

Waiver of Requirements *ART. I, SEC. 9.*

In any case where the Bylaws, rules or regulations of the Association require the signature or other specific action of any person, such requirement may be waived by the Board of Directors or the Executive Committee, if it appears to their satisfaction that such person cannot, or persistently neglects or unreasonably refuses to, take such action.

Limitation of Duty *ART. I, SEC. 10.*

It is not the duty of this Association to enforce any contract or agreement to which the Association is not a party.

ARTICLE II OFFICERS AND THEIR DUTIES

Officers ART. II, SEC. 1.

The Officers of this Association consist of a President, Vice President, Executive Secretary, Treasurer and Board of 12 Directors. The President, Vice President, and Board of 12 Directors must be members in good standing of the Association. Directors are classified into three classes. The term of office of all directors is three years and terms of the classes are staggered. There are three at-large Directors.

(a) The offices of Executive Secretary and Treasurer may be filled by one person.

(b) In the event of the death, resignation or incapacity of the Treasurer, the duties and responsibilities of the Treasurer are discharged by the Executive Secretary until the vacancy in this office has been filled by the Board of Directors.

(c) At the Annual Convention, the delegates elect by a majority vote on alternate years, a President and Vice President each for a term of two (2) years, without right of succession. At each Annual Convention, a term expires, Directors are elected by a majority vote of the delegates to serve for a term of three years. No Director having served two (2) full terms is eligible to succeed himself or herself.

(d) The President appoints a regional nominating committee in each of the nine (9) separately defined regions. Each region is represented by one Director. Each regional candidate must be a resident of his or her region at the time of election. Each regional nominating committee must put forth one or more nominees for their Regional Director election.

(e) The President appoints an Association nominating committee. This committee must put forth nominees for any of the Directors to be elected.

(f) When a Regional Director seat is up for election, at least two (2) candidates must meet both requirements 1 and 2:

1. File a conflict of interest disclosure statement with the Executive Secretary by March 1 of the election year.
2. Attend the Annual Meeting to participate in the election process, unless excused by the Nominating Committee due to extreme circumstances as determined by the Nominating Committee.

If these conditions are not met, that Regional Director position shall become an at-large position for two (2) terms unless the position is held by an incumbent.

Regional nominating committees will report to the Association nominating committee whose chairperson will give the nominating committees' report to the annual meeting.

Candidates must submit a Conflict of Interest Disclosure Statement to the Nominating Committee prior to closing of nominations at Annual Meeting. Candidates will be screened by the Nominating Committee and a slate of candidates will be presented to the delegates.

All other Officers are appointed by the Board of Directors.

Absence of Directors

(g) The absence of a Director for a term of one (1) year from duly called meetings of the Association of which such Director has been notified to attend, without a reasonable excuse satisfactory to the Board of Directors, creates a vacancy in his or her office as Director and upon the entry in the records of the Association of the failure to attend said meetings, the

Board of Directors elects a member to fill the vacancy.

(h) Vacancies in the Board of Directors may be filled by a majority vote of the remaining Directors until the next Annual Convention or Meeting, at which time any unexpired portion of the term is filled by election. The unexpired term of a Director representing one of the nine (9) defined regions will be filled by a new Director from the same region.

(i) The Association shall indemnify, defend and save harmless a current or former director, officer, employee or agent of the Association acting on behalf of the corporation or person serving or having served in any capacity in any other organization at the request of the Association, as and to the extent and only to the extent required by and consistent with Article 7 of the Not-For-Profit Corporation law of the State of New York. The Board of Directors may further extend indemnification to any person or organization to the extent and only to the extent consistent with Article 7 of the Not-For-Profit Corporation law of the State of New York.

Duties and Authority of Board of Directors *ART. II, SEC. 2.*

The Board of Directors has control and management of the affairs and business of the Association. The Board of Directors may provide rules and regulations relating to, and may limit, suspend or terminate registration, transfer and other rights and privileges of any person. The Board of Directors may provide rules and regulations governing the relationship the Association has with non-members.

The Board of Directors will define nine (9) regions of United States, including Puerto Rico, from which a member of the Board of Directors will be elected for a three (3) year term.

Budgets

(a) Prior to the beginning of each year, the Executive Secretary will present a budget for approval by the Board showing the revenues and expenditures necessary to conduct the business of the Association during the ensuing year.

(b) The budget shall include all regular and special appropriations, and shall limit and control all expenditures for the year. Any other and further expenditures must first be duly authorized by vote of the Board of Directors or Executive Committee. Unexpended balances of appropriations at the end of each year revert to the surplus account.

Investment of Funds

(c) It is the further duty of the Board of Directors to select all banks or places of deposit of the funds of the Association, including the reserve funds to invest, look after, care for, and reinvest the same as occasion may require, but no investment shall be made other than in such bonds, stocks, mortgages, or other securities, as it may be deemed lawful for savings banks, executors, administrators, or trust companies to invest in under the laws of the State of New York.

Fidelity Insurance

(d) It is the responsibility of the Executive Secretary to see that fidelity insurance upon officers and employees, as directed by the Board of Directors is placed and kept in force. The terms, conditions, amounts and name of insurer are reported annually to the Board of Directors.

Reserve Funds

(e) The funds set aside by the Board of Directors as reserve funds shall not be drawn upon except by a three-fourths vote of all the Directors elected and at any meeting of the Board of Directors of the Association duly called and held.

Executive Committee *ART. II, SEC. 3.*

At its first meeting after the annual meeting, the President, Vice President and Board of Directors shall elect an Executive Committee comprised of three Directors in addition to the President and Vice President. The President shall chair the Executive Committee. The Executive Committee, during the recess of the Board of Directors, possesses and exercises all the powers of the Board of Directors, and will report to the Board any and all action taken.

(a) Meetings of the Executive Committee may be called by the President or Executive Secretary, and notice of the time and meeting place shall be given to allow reasonable time for each member to attend.

(b) A legal meeting of the Executive Committee may also be held at any time or place when all the members of the Executive Committee are present and agree to hold a meeting, and all votes cast and business done shall have the same validity as if done and passed at a regularly called meeting.

Audit *ART. II, SEC. 4.*

The Board of Directors appoints an Audit Committee of three or more members and designates one of such members as Chairperson. The responsibilities of the Audit Committee are as follows:

(a) To recommend to the Board of Directors for their approval a firm of independent public accountants to audit the accounts of the Association, and such of its subsidiaries as the Audit Committee may recommend, for the year regarding which the firm is appointed.

(b) To meet with the Treasurer of the Association or the auditors, or both,

before commencement of the audit: (i) to discuss the evaluation by the auditors of the adequacy and effectiveness of the accounting procedures and internal controls of the Association and its subsidiaries, (ii) to approve the overall scope of the audit to be made and the fees to be charged, (iii) to discuss with the auditors recent regulatory agency pronouncements, if any, which might affect the Association's financial statements.

(c) To meet with the Treasurer or the auditors, or both at the conclusion of the audit: (i) to review the audited financial statements of the Association, (ii) to discuss the results of the audit, (iii) to discuss any significant recommendations by the auditors for improvement of accounting systems and controls of the Association, and (iv) to discuss the quality and depth of staffing in the accounting and financial departments of the Association.

(d) To meet and confer with such officers and employees of the Association as the Audit Committee shall deem appropriate in connection with carrying out the foregoing responsibilities.

(e) To report to the Board of Directors the results of the audit as presented by the auditors including recommendations for improvements in the accounting systems and controls of the Association.

(f) Any other responsibilities that the Board of Directors may prescribe.

Genetic Advancement *ART. II, SEC. 5.*

The Board of Directors appoints a Genetic Advancement Committee having five or more members and designates one of such members as Chairperson. The Genetic Advancement Committee is expected to monitor the genetic progress of the Holstein breed and make recommendations to the

Board of Directors that ensure the continued genetic advancement of the breed.

Expenses and Compensation *ART. II, SEC. 6.*

The reasonable expenses of the Board of Directors, Officers and designated Committees, when engaged in the business of the Association, are paid by the Association, consistent with Board policy. The Directors, the President and the Vice President are, in addition, entitled to such compensation for services in the business of the Association as the delegates may establish at any meeting.

Quorum *ART. II, SEC. 7.*

At any legal meeting of the Board of Directors or the Executive Committee, a majority of its members shall constitute a quorum for business.

Legal Meetings *ART. II, SEC. 8.*

A legal meeting of the Board of Directors of this Association may be held when all members of the Board are present and agree to hold a meeting, and all votes and acts done at such meeting have the same validity as if passed and done at a regularly called meeting.

Annual and Special Board Meetings

ART. II, SEC. 9.

A meeting of the Board of Directors is held within the seven days immediately preceding the Annual Convention, or Meeting of the members; and a meeting may be called by the President or Executive Secretary or by a majority of the Directors, when the affairs or business of the Association make it necessary to hold a meeting.

Notices of Meetings *ART. II, SEC. 10.*

Notice of annual and special meetings of the Board of Directors shall, unless the same is waived, be given in writing by the person calling the meeting at least fourteen (14) days before the time named for the meeting, and shall set forth the place, date and purpose of the meeting.

Telephone Conference *ART. II, SEC. 11.*

Any Board or committee member may participate in a meeting of such Board or committee by means of a conference telephone or similar communications equipment allowing all persons participating in the meeting to hear each other at the same time. Participation by such means constitutes presence in person at a meeting.

Records of Board of Directors

ART. II, SEC. 12.

All notices or calls for meetings of the Board of Directors are recorded in the records of the Association, and the substance of all letters from members of the Board shall be read, and such letters are kept on file, and a complete summary of the meetings of the Board of Directors is filed in the Association records.

Reports and Expenses of Committees

ART. II, SEC. 13.

All committees and task forces will report in detail to the Board of Directors or Executive Committee any and all action taken in pursuance of their duties. Members of committees and task forces as stated above, except regional nominating committees, are entitled to reimbursement for reasonable expenses incurred in the performance of their duties. Regional nominating committees may be reimbursed expenses as determined by the Board of Directors.

Duties of President *ART. II, SEC. 14.*

The President presides at all meetings of the Association, the Board of Directors, and the Executive Committee. The President may serve as an ex-officio member of other Committees authorized by the Board without power to vote. The President serves as a voting member of the Board of Directors and the Executive Committee.

The President may appoint special committees, ad hoc committees and

task forces as deemed necessary and/or appropriate, and may disband same when it is determined that the goal has been met.

Duties of Vice President *ART. II, SEC. 15.*

The Vice President is a voting member of the Board of Directors and the Executive Committee but shall not participate or vote as a member in connection with any hearing conducted by the Executive Committee. The Vice President performs such other duties as the Board of Directors may assign from time to time.

Independent Audit *ART. II, SEC. 16.*

The Board of Directors, previous to each Annual Meeting or Convention, causes the accounts of the Association to be examined by an independent certified public accountant to be employed on authority of the Board, who makes a report thereof to the Board of Directors, which report includes a balance sheet of the financial status of the Association and is submitted to the members of the Association at the Annual Convention or Meeting.

Duties and Authority of Executive Secretary *ART. II, SEC. 17.*

The Executive Secretary is the Chief Executive Officer of the Association. The Executive Secretary is appointed and the term of office and compensation fixed by the Board of Directors, and is subject to the direction and control of the Board and the Executive Committee. The Executive Secretary exercises such power and authority and performs such duties as customarily pertain to the position of General Manager or other Chief Executive Officer of a corporation, and such other duties as the Board of Directors may from time to time assign. The Executive Secretary is the corresponding and recording Officer of the Association and receives and acts on all applications for membership in the Association, and all applications for registration or transfer of animals in the

Herdbook. The Executive Secretary has charge of all programs of the Association. The Executive Secretary may investigate matters relating to the integrity of any member or other person or any Association records and, subject to the Bylaws and the rules and regulations of the Association, may initiate appropriate actions regarding such member, person or records. In the event that the Executive Secretary is unable or unwilling to serve, the duties of the Executive Secretary are discharged by such officer or other person appointed by the President, with the concurrence of a majority of the Executive Committee, until such time as the Board of Directors appoints a successor. The Board of Directors may also provide for an Assistant Executive Secretary to perform duties as assigned by the Executive Secretary.

Herdbook

The Executive Secretary prepares the Herdbook as the Board of Directors may direct.

Notices of Meetings

The Executive Secretary issues notices of the time and place of the Annual Convention or Meeting of the Association and of all special meetings.

Notices of Board Meetings

The Executive Secretary issues notice of meetings of the Board of Directors when requested to do so by the President or by a majority of the Directors as provided in Article II, Section 9.

Records of Meetings

The Executive Secretary records all notices of the Conventions or Meetings in the records of the Association and certifies therein that they were issued and sent in accordance with the provisions of the Bylaws.

The Executive Secretary keeps full and accurate records of the Conventions or Meetings of the Association, and of the Board of Directors and Executive Committee, at which he or she is present; and when absent, a secretary pro tem is chosen to attend to and perform the duties of a secretary.

Duties of Treasurer *ART. II, SEC. 18.*

The Treasurer is the Chief Financial Officer of the Association, responsible to and subject to the direction and control of the Executive Secretary. The Treasurer has custody of the corporate funds and securities, keeps full and accurate account of receipts and disbursements in records belonging to the Association, and deposits all moneys in the name and to the credit of the Association in such depository or depositories as may be designated by the Board of Directors. The Treasurer receives and accounts for all revenues. The Treasurer has the power to sign the checks of the Association, and disburses its funds with the approval of the Executive Secretary as may be authorized under the budget, taking proper vouchers for such disbursements, and rendering, whenever required by the Executive Secretary, an account of all transactions as Treasurer and of the financial condition of the Association. The Treasurer makes a full and properly detailed report of all accounts annually at the Convention or Meeting of members and performs such other duties as assigned by the Executive Secretary.

ARTICLE III MEETINGS

Presiding Officers *ART. III, SEC. 1.*

The President presides at all Conventions or Meetings of the members of the Association or of the Delegates when present. When absent and unable to perform the duties of the office, the Vice President acts in his or her stead.

Quorum *ART. III, SEC. 2.*

Delegates entitled to cast 100 votes or one-tenth of the total number of votes entitled to be cast, whichever is lesser, constitute a quorum.

Notice of Meetings *ART. III, SEC. 3.*

Notice of Annual Conventions or Meetings of the Association and of all special meetings of delegates of the Association are mailed at least thirty (30) days before the time named for the meeting.

How Served *ART. III, SEC. 4.*

All notices of meetings are given by mail to the last known post office address of each member entitled to such notice and fully set forth the matters to be acted on at such meeting.

Time and Place of Annual Meeting

ART. III, SEC. 5.

The Annual Meeting is held at any time each year at least six months after the conclusion of the previous Annual Meeting at a date and location approved by the Board of Directors.

Election Districts and Delegates

ART. III, SEC. 6.

The 48 states of the United States admitted to the Union prior to January 1, 1958 each constitute a single election district. Alaska, Hawaii, Washington D.C., and Puerto Rico together constitute a single special election district. Each election district is entitled to

one delegate and one additional delegate for every 100 active members or major fraction thereof residing in said district as indicated by the lists of active members in the office of the Association on May 1 of each preceding year. Active members are defined as those who have registered Holstein cattle or had Holstein cattle transferred into or out of their ownership during the preceding twelve months. Each delegate so elected and attending the Annual Meeting has equal voting power.

With approval of the Board of Directors, one election district may divide into two or more election districts and two or more election districts may combine to form one election district. In either case, no division or combination of districts will change the total number of delegates for such districts.

Nominating Petition *ART. III, SEC. 7.*

(a) The Board of Directors will establish a schedule of deadlines for the process of nominating and electing delegates to the Annual Meeting.

(b) Any member of this Association residing in a district may nominate an individual member, or an estate member, or one representative of a corporate member, or a representative of a public institution member or one partner of a partnership member as a delegate from that district. All persons who are nominated as delegates must be residents of the district from which they are nominated. A person serving as a delegate at three consecutive Annual Meetings is not eligible to serve as a delegate again until at least one Annual Meeting is held at which that person was not a delegate. No Officer or Director of the Association is eligible to serve as delegate but such Officers and Directors have all the privileges of delegates except the right to vote.

(c) The Executive Secretary will send nominating petitions to all members and indicate the number of delegates to which each district is entitled for the upcoming year. Each nomination must be made on the petition provided by the Association, must be signed by at least one qualified member of the Association, and must be received by the Executive Secretary no later than the established deadline.

Ballot *ART. III, SEC. 8.*

Members will be notified of their nomination and of the established deadline to make a request to withdraw their nomination. The Executive Secretary will provide a ballot for each district listing the names of all nominees for that district in the order in which the nominations were received at the Association office. The ballot indicates the number of delegates to be chosen from that district. The Executive Secretary mails the ballots to the members in the respective districts, with a statement of the deadline by which all ballots must be received by the Executive Secretary. When the ballots are returned, they are counted and a preliminary roll of the Annual Meeting is prepared. Whenever the number of nominees for any district is no greater than the number of delegates to which such district is entitled, the Executive Secretary casts one ballot in favor of all of the nominees for such district.

Committee on Elections *ART. III, SEC. 9.*

The President appoints a Committee on Elections consisting of three members. It is the duty of the committee to audit the preliminary roll of the Annual Meeting. Those receiving the highest number of votes in each district are declared elected. In case of a tie vote in any district, the committee breaks the tie by random drawing.

If the number of delegates representing a district is less than the number of delegates allowed for that district, the Committee fills vacant positions for that district by selecting nominated delegates from other districts in the same governance region. To do so, the Committee ranks all unelected nominees in each governance region by total votes, breaking ties as necessary. The candidate with the highest number of votes is declared elected to fill the vacant position within the same governance region.

After this process is completed, the committee submits a preliminary roll to the Executive Secretary. Each member of the committee is reimbursed for reasonable expenses, consistent with Board policy.

(a) The Executive Secretary sends notice of election to all those who appear on the preliminary roll. If an elected delegate does not intend to be present at the Annual Meeting, the delegate candidate standing next highest on the preliminary roll will serve. Such procedure is repeated as necessary.

Committee on Credentials and Permanent Membership *ART. III, SEC. 10.*

When the Annual Meeting assembles, a Committee on Credentials and Permanent Membership is appointed, to consider the report of the Committee on Elections, to receive credentials from elected delegates and to prepare a permanent membership roll for the Annual Meeting.

(a) The Executive Secretary transmits to the Annual Meeting, and to the Credentials Committee at its meeting immediately prior to the Annual Meeting, the report of the Committee on Elections. The list of delegates prepared by the Committee on Credentials and Permanent Membership, and approved by the Annual Meeting, constitutes the official list of delegates until the next Annual Meeting or Convention.

Delegate Travel *ART. III, SEC. 11.*

Each delegate is reimbursed for travel in accordance with the Delegate Travel Reimbursement Policy approved by the Board of Directors.

Special Meetings *ART. III, SEC. 12.*

Special meetings of the Convention or Meetings of this Association are called when requested by a majority of the members of the Board of Directors.

ARTICLE IV THE HERDBOOK

Publications *ART. IV, SEC. 1.*

The Association publishes or otherwise makes available herdbook data and information as directed by the Board of Directors.

Animals Eligible *ART. IV, SEC. 2*

(a) The Association maintains a herdbook in which Holstein animals may be entered. This herdbook is an accurate registry showing name, number, sire, dam and birth date and other information as prescribed by the Board of Directors for animals for which applications are accepted for registration. This herdbook is maintained in such form and in such manner as may be prescribed by the Board of Directors.

(b) The record of official identification of each Holstein animal in the herdbook will include its percentage of Registered Holstein Ancestry. This percentage will be calculated or taken from the lineage records of Holstein Association USA, Inc., Holstein Association of Canada or an approved Holstein or Holstein-Friesian herdbook of another country. Each percentage is rounded down to the nearest whole number.

(c) Holstein animals whose entire ancestry can be traced to the origin of the herdbook of Holstein Association USA, Inc., Holstein Association of Canada, or an approved Holstein or Holstein-Friesian herdbook located in another country qualify as 100% Registered Holstein Ancestry (RHA). Animals are designated RHA-NA (North American) if all ancestry is North American, and as RHA-I (International) if there is ancestry from an approved herdbook. For the purposes described in this section,

the Friesian breed and the Holstein-Friesian breed are considered the same as the Holstein breed.

(d) Animals with known non-Holstein genetics that meet criteria to qualify as 87% RHA or higher are eligible for registration.

(e) The percentage RHA-NA or RHA-I for each animal will be displayed on the Certificate of Registration, Official Holstein Pedigree and other lineage documents in a manner and in such form as may be prescribed by the Board of Directors.

Approved Herdbooks *ART. IV, SEC. 3.*

Herdbooks other than Holstein Association USA, Inc. and Holstein Association of Canada, from which an animal or the offspring resulting from semen and embryos can be accepted for registration, are limited to those herdbooks approved by the Board of Directors of Holstein Association USA, Inc. except as provided in Article IV, Section 2(c) relating to animals in any country that are eligible for 100% RHA-NA. Approval of herdbooks for this purpose is based on criteria established by the Board of Directors.

Authority to Assign RHA

ART. IV, SEC. 4.

The Executive Secretary has authority to assign a percentage of RHA in case of uncertainty in the tracing of lineage. In addition, the Executive Secretary has the authority to increase the percentage RHA if new supporting information becomes available.

International Entry *ART. IV, SEC. 5.*

Animals located in or imported from countries other than the United States and Canada are eligible for entry into the

herdbook of Holstein Association USA, Inc., subject to terms and conditions set forth herein and subject to the approval of the Executive Secretary.

Semen and Embryo Imports

ART. IV, SEC. 6.

The Board of Directors is authorized to establish rules and regulations governing the registration of animals resulting from semen and embryos imported to the United States which will not preclude requirements as provided in Art. IV, Sec. 12.

Privilege of Participation ART. IV, SEC. 7.

The privilege of registering and transferring Holstein cattle on the records of this Association may be extended by the Board of Directors to residents of foreign countries.

Color Regulations ART. IV, SEC. 8.

To be eligible for registration, animals must be black and white or red and white, unless determined by the Executive Secretary to be genetically albino with permanent and unalterable identification. The suffix "Red" must be part of the name of every red and white animal.

Private Herd Register Necessary

ART. IV, SEC. 9.

It is the duty of each member or other person registering cattle to keep an accurate record on all service age females in the herd that are registered or eligible for registration. These records must include a complete and consecutive record showing the date of service or insemination, management name or number and registration number of animal served or inseminated, name or NAAB code of sire used, date of calving, sex and identification of offspring. This includes the duty to create and maintain records covering advanced technologies relating to reproduction for which procedures have been approved by the Board of Directors as authorized by Article IV, Section 12.

Canadian Animals ART. IV, SEC. 10.

The Board of Directors is authorized to establish rules and regulations for the re-registration of cattle already officially identified in the Herdbook of the Holstein Association of Canada.

How Recorded ART. IV, SEC. 11.

The owner of record of the dam at the date of the birth of the animal for which application for registration is made or the owner of an animal resulting from embryo transfer at the date of birth of such animal for which application for registration is made is held responsible for the accuracy of all information shown thereon. The application for registration is in such form and contains such agreements and guarantees stated directly thereon or set forth in procedural specifications as prescribed by the Board of Directors.

AI/ET ART. IV, SEC. 12.

The Board of Directors is authorized to establish special rules and regulations for the registration of animals resulting from artificial insemination, embryo transfers or any manner other than the natural service of a female by a male including the application of any and all forms of advanced reproductive technologies.

Naming ART. IV, SEC. 13.

No two animals of the same sex, if born within fifteen years of each other, may have the same name.

Names Refused ART. IV, SEC. 14.

The Executive Secretary is authorized to refuse to register animals under names that are misleading, either as to origin or relationship or otherwise, and also under names that are obscene or profane.

Changing Names *ART. IV, SEC. 15.*

After an animal has been registered, its name, but not its prefix, may be changed upon terms and conditions established by the Board of Directors.

Prefix *ART. IV, SEC. 16.*

Prefix names may be registered by the Association for the absolute and exclusive use of the applicant when not in previous use. Every member must have on file in the records of the Association an acceptable prefix name designated by the member to be used in all applications for registration as provided herein. The Executive Secretary may assign a prefix name for such use, if the member fails to so designate. In case of a herd sale or dispersion, where all or a substantial portion of the herd is sold to one purchaser, the herd prefix may be transferred to the purchaser upon the written consent of the proprietor of the prefix.

(a) Every animal bred by the proprietor of a prefix must bear the prefix name of the breeder regardless of ownership at date of birth. Only animals bred by the proprietor of a prefix may bear his or her prefix name. The proprietor of a prefix may extend the use of the reserved prefix to members of the immediate family, as defined from time to time by the Board of Directors, for the naming of animals resulting from breedings which take place when their dams are regular members of the proprietor's herd. It is the responsibility of the proprietor of the prefix to advise the Executive Secretary in writing of this multiple use of such prefix and to advise the Executive Secretary when a member of the immediate family no longer qualifies as a user of the prefix.

(b) When prefix-named cattle are sold into other herds, their prefix names may be used in naming their progeny but not

as the first word in the name. This does not apply to calves sold in dam.

(c) The Board of Directors is authorized to establish rules for the use of the prefix of each joint owner of an animal with multiple owners at the time of breeding.

(d) Notwithstanding the foregoing, the Board of Directors is authorized to establish prefix rules for the naming of animals resulting from advanced reproductive technologies.

(e) The Board of Directors is authorized to establish rules for the revocation of the proprietor's right to the prefix due to non-use of the prefix.

Ownership Recorded *ART. IV, SEC. 17.*

Each animal must be recorded in the name of the owner of record of the dam at the date of its birth unless otherwise prescribed by the Board of Directors.

Records May Be Verified *ART. IV, SEC. 18.*

(a) The Executive Secretary may at any time investigate, or cause to be investigated, examined, identified or parentage verified by blood typing or other authorized procedure, any registered animal or herd of Holstein cattle which includes any registered animals. The Executive Secretary may examine the breeding and herd records maintained, for the purpose of verifying applications and records on file in the Association office or for the purpose of investigating other matters in which the Association may be interested. Any certificate or record of registration found to be inaccurate may be expunged or corrected by the Association.

(b) Anyone who enjoys the privileges of the Association shall permit the

Executive Secretary to obtain and use all records on all animals registered with the Association, whether maintained by the owner or by others. This access shall include without limitation, breeding, production, health, laboratory, all records relating to the application of advanced reproductive technologies giving due respect to patented procedures and proprietary information, and any and all herd records including cryoscopic test results and bulk tank pick up weights maintained by the milk processing plant or maintained within the DHIA system.

Undesirable Recessive File *ART. IV, SEC. 19.*

The Executive Secretary receives and keeps on file information which affects or may affect the genetic health of the national Holstein herd. The Board of Directors may determine which recessive genes are to be declared undesirable. When the Executive Secretary has concluded, on the basis of satisfactory evidence, that an animal is or is not a carrier of an undesirable recessive gene, the Association may, without it or any of its officers or members becoming liable in damages therefor, publish or release such information or evidence, in forms as prescribed by the Board of Directors. The owner/controller of an animal who submits a specimen to a laboratory for testing to determine if such animal is a carrier of a recessive gene, shall thereby authorize and direct such laboratory to report the test result directly to the Association. It is the duty of all persons who are subject to the Bylaws, rules, and regulations of the Association to report promptly to the Executive Secretary any manifestation in a Holstein animal of one or more declared undesirable recessive genes.

The Board of Directors defines the nature, type and form of the information which is to be accepted and kept on file by the Association.

Dead Animal *ART. IV, SEC. 20.*

It is the privilege of all owners of registered cattle to report to the Association the death or the date sold for slaughter of any such cattle in such form and in such manner as prescribed by the Board of Directors with such death duly recorded in the Association's registry record.

Guarantee of Application *ART. IV, SEC. 21.*

Every application for the registration of an animal whether submitted in the conventional manner or through other approved procedures shall be taken as a guarantee of the owner that all matters stated in the application are true.

Certificate of Registration *ART. IV, SEC. 22.*

When an animal is registered the Executive Secretary issues a certificate or confirmation of registration, in such form, upon such conditions, guaranties and agreements as the Board of Directors shall prescribe. The certificate and/or confirmation includes the registered name and number of the animal and such other information as the Board of Directors may from time to time prescribe.

Twins *ART. IV, SEC. 23.*

An application for registration of a twin must state the fact that it is a twin and indicate the sex of the other twin. In the case of a female born twin to a male, the female will not be registered until it is established that she is a breeder. Using a female born twin to a bull as a recipient carrying an embryo does not qualify her as a breeder.

Registration Fees *ART. IV, Sec. 24.*

The registration fees are established by the Board of Directors. Any change in the fees requires the approval by a vote of two-thirds of the voting members of the Board of Directors.

Religious Objectors *ART. IV, SEC. 25.*

A nonmember whose religious belief or membership in a church or religious sect forbids joining this Association, but who would otherwise be eligible for membership, who has been approved by the Executive Secretary and has paid the regular fee charged for individual membership, is entitled to register animals at members' rates.

Transfers and Fees *ART. IV, SEC. 26.*

The transfer policy and fees are established by the Board of Directors. Any change in the fee requires the approval by a vote of two-thirds of the voting members of the Board of Directors. It is the duty of members to adhere to Board Transfer Policy.

Alteration of Certificates *ART. IV, SEC. 27.*

Alterations on certificates of registration or transfer after receipt from the Association renders them invalid.

Information *ART. IV, SEC. 28.*

It is the duty of the Executive Secretary upon request by a member, to furnish information from the files of the Association subject to reasonable charges for research and expenses.

**ARTICLE V
PROGRAMS****Production Performance and Classification** *ART. V, SEC. 1.*

A system to record production of milk and milk components and a system to evaluate and record the physical characteristics of animals ("Classification") may be maintained under rules, regulations and procedures as approved by the Board of Directors.

Recognition *ART. V, SEC. 2.*

The Board of Directors may establish rules and regulations governing special programs to recognize members or other individuals or organizations that have made significant contributions to the Holstein breed, the Association, or the dairy industry. These programs include the "Progressive Breeders Registry", which recognizes breeders who have achieved certain standards of health, production and type in their breeding herds by following approved practices in breeding and herd management.

Animal Recognition *ART. V, SEC. 3.*

The Board of Directors may establish rules and regulations governing the recognition of and maintain a record of outstanding males and females of the breed based on their type and performance and that of their offspring.

Publications *ART. V, SEC. 4.*

The Association publishes or otherwise makes available Production and Type data and such other data and information as may be authorized by the Board of Directors.

ARTICLE VI SEAL

Seal *ART. VI, SEC. 1.*

The seal of the corporation (Association) is a circular-faced die with the name of the Association, the date of its organization, and the head of a Holstein animal so cut on the face of it that the whole can be embossed on paper by pressure, and which is in facsimile printed upon each certificate of registration.

ARTICLE VII AMENDMENTS AND COMMITTEE ON CONSTITUTION, BYLAWS AND RESOLUTIONS

Amendments *ART. VII, SEC. 1*

(a) Amendments to the Constitution or Bylaws may be made at any duly called Convention or Meeting of the corporation (Association) provided sixty (60) days notice of the substance of such proposed amendments has been given by a member of the Association to the Executive Secretary and so specified in the Call for such Meeting; and the Executive Secretary shall submit such proposed amendments to the General Counsel fifty-five (55) days prior to the Convention or Meeting for his or her opinion as to their legality.

(b) No amendment of Article IV, Section 2 of these Bylaws, or of this Article VII, Section 1 (b), shall be made except by vote of seventy-five percent of the delegates voting at a duly called Convention or Meeting.

Committee *ART. VII, SEC. 2.*

A committee on Constitution, Bylaws and Resolutions consisting of three members may be appointed by the President and all resolutions and amendments proposed to the Constitution and Bylaws shall be referred to this Committee which shall consider the same and make a report thereon to the Annual Convention or Meeting of the Association.

RULES TO PRESERVE INTEGRITY AND FOR HEARINGS AND APPEALS

ADOPTED INITIALLY BY THE BOARD OF DIRECTORS JUNE 30, 1988
MODIFIED DECEMBER 1, 1989, APRIL 2, 1993, JUNE 28, 1997 and July 2, 2000.

I. PURPOSE

These rules are promulgated pursuant to and in accordance with the Constitution and Bylaws of the Association as an aid to the preservation of the integrity of the records of the Association and of the relationships among the Association, its members and other persons who enjoy its benefits and privileges. They are designed to recognize rights to justice and due process and the desirability of the orderly and expeditious conduct of hearings and appeals.

II. INTEGRITY OF PERSONS

Any person, including any individual, corporation, association or other entity, who

A. violates the Bylaws, rules or regulations of the Association,

B. impairs the reliability of the records of the Association,

C. deceives or wrongs the Association or another person in any matter in which the Association has any interest,

D. engages in any fraudulent or unethical practice, as may be defined from time to time by the Board of Directors,

E. violates any state or other statute relating to the pedigree, registration or transfer of animals registered or eligible for registration, or

F. otherwise conducts himself or herself so as to cast doubt on the integrity and the desirability of the continuation of his or

her association as a member or enjoyment of the privileges of the Association, may be censured, suspended or expelled from membership; denied any or all privileges of the Association; assessed the reasonable costs of investigating or hearing such matters; and subjected to such other lawful sanctions as are appropriate to the circumstances, after notice and an opportunity to be heard; as hereinafter provided. The Executive Secretary may, from time to time, cause to be published in regularly published media a list of names and addresses of those persons to whom a permanent denial of all of the privileges of the Association was last approved by the Executive Committee within one year prior to and is in effect at the time of such publication.

III. INTEGRITY OF RECORDS

If the Executive Secretary has any doubt as to the integrity or propriety of any record relating to any animal, he may suspend the proceedings or records of the Association relating to such animal. While any program record is subject to the rules of the respective program provided for in Article V. of the Bylaws, any other such record may be refused acceptance, expunged or corrected, after notice and an opportunity to be heard as hereinafter provided.

IV. INVESTIGATION AND ACTION BY THE EXECUTIVE SECRETARY

Upon receipt of information raising any doubt as to the integrity of any person or the integrity or propriety of any record relating to any animal, the Executive Secretary shall

cause such matter to be investigated. If, in the course of the investigation the Executive Secretary or the Executive Committee, forms the opinion that the interests of the Association so require, the Executive Secretary, with the written concurrence of the President or the Vice President, or the concurrence of a majority of the Executive Committee, may initiate steps intended to resolve such doubts as to the integrity or propriety and to impose such lawful sanctions and to take such action as appears to be appropriate to the circumstances. Such steps may include one or more of the following:

A. Limited Administrative Action Affecting Certain Non-Members

With such concurrence, the Executive Secretary may notify any non-member who, at the time of such notice, does not appear from the records of the Association to be the owner of any animal whose ownership or identity is recorded by the Association or to be enjoying any of the privileges of the Association, that such non-member is denied, for reasons stated, any or all of the privileges of the Association and is entitled to a hearing before the Executive Secretary in the matter of such denial, if the Executive Secretary receives within fifteen days after the giving of such a notice, a request in writing from such non-member for a hearing. The hearing shall be held at the office of the Executive Secretary as promptly as reasonably practicable, and there shall be no right of appeal from his or her final decision in the matter.

If, in the opinion of the Executive Secretary, such a non-member has unquestionably separated himself or herself from the dairy industry and there is evidence that such non-member

cannot be reached by mail, such that notice pursuant to Paragraph VII will be fruitless, the Executive Secretary may deny, without written notice, such non-member any or all of the privileges of the Association.

The Executive Secretary shall seasonably report to the Executive Committee the disposition of each action initiated in accordance with this Paragraph IV A.

B. Administrative Action

With such concurrence, the Executive Secretary may notify any person (1) whose conduct is believed to have cast doubt on his or her integrity and the desirability of continued association as a member or enjoyment of the privileges of the Association, or (2) who appears from the records of the Association to have an interest in the integrity or propriety or the acceptance of any record relating to any animal about which the Executive Secretary has doubt, that, for reasons stated,

(a) such person is censured, suspended or expelled, if a member; denied any or all of the rights or privileges of the Association, except the right as a member to vote or to receive notice of any meeting; assessed the reasonable costs of investigation or hearing; and subjected to such other lawful sanctions as seem appropriate to the circumstances, or
(b) such record relating to any animal will be refused acceptance, expunged or corrected.

Each such action shall take effect thirty days after the giving of such notice, except as to any sanction, refusal, expunction or correction set forth in the notice from the Executive Secretary to which specific objection is made by

such person in writing received by the Executive Secretary before the effective date thereof, and which writing requests a hearing in the matter of such objection.

The hearing shall be held as promptly as reasonably practicable before the Executive Committee or, in the discretion of the Chairman thereof, initially before a committee of three impartial persons appointed by said Chairman who shall make written findings of fact and recommendations for sanctions and other actions, if any, and reports the same to the Executive Committee for final disposition.

C. Formal Charges

With such concurrence, the Executive Secretary may file charges with the Executive Committee setting forth the conduct of a person alleged to cast doubt on his or her integrity and the desirability of continued association as a member or enjoyment of the privileges of the Association, or setting forth the reasons for doubt as to the integrity or propriety or the acceptance of any record relating to any animal, and setting forth the sanctions and actions the Executive Secretary believes are appropriate to the circumstances.

As promptly as reasonably practicable after the filing of such charges a hearing in the matter shall be held before the Executive Committee or, in the discretion of the Chairman thereof, initially before a committee of three impartial persons appointed by said Chairman who shall make written findings of fact and recommendations for sanctions and other actions, if any, and reports the same to the Executive Committee for final disposition.

D. Suspension Pending Final Disposition
Pending the final disposition of any action initiated under paragraphs IVA, IVB or IVC, the Executive Secretary, with the aforementioned concurrence, may suspend any or all of the rights or privileges of the person, except the right as a member to vote or to receive notice of any meeting, and any or all proceedings or records of the Association relating to any animal.

V. HEARINGS

Hearings in any matter before the Executive Committee or a committee of three persons appointed by the Chairman thereof shall be held only after not less than thirty days notice given by the Executive Secretary. Notice shall be given to each person entitled to the hearing and to each other person who, on the records of the Association, appears to have an interest which might be adversely affected by the final disposition of the matter. The notice shall specify the matter to be heard, the sanction or sanctions and action at issue, and the time and place of the hearing, and shall be accompanied by a copy of the Bylaws of the Association in effect at all relevant times and of these rules.

Further,

A. Any person entitled to notice may appear in person or by counsel and may offer testimony and other evidence and produce witnesses.

B. All oral testimony, documents and physical exhibits that are relevant and material, have probative force and are not unduly repetitious shall be admissible. Witnesses may, but not need be, sworn. Oral testimony shall be recorded.

C. The person filing charges or the proponent of any other factual proposition shall have the burden of proving such

charges or proposition by a preponderance of the evidence.

D. From the time of the request for a hearing or the filing of charges until any appeal is taken, the presiding officer of the committee which shall conduct the hearing may rule alone, subject to review by such committee, on all motions, objections and other questions, including the admissibility of evidence. After an appeal is taken, the presiding officer of the Board of Directors may so rule, subject to review by the Board.

E. As promptly as is reasonably practicable after the conclusion of the hearing, the Executive Committee shall decide the matter, which decision, with the findings in support thereof, shall be reduced to writing. The Executive Secretary shall thereafter promptly give notice of the decision to each person entitled to notice of the hearing and to the Board of Directors.

F. When a person has been denied any of the privileges of the Association or has been censured, suspended or expelled from membership, the fact thereof and the offense committed shall be publicly announced.

VI. APPEALS

The Executive Secretary or any person entitled to notice of the same, if aggrieved by a decision of the Executive Committee, or any two members of the Board of Directors, may appeal the decision by filing written notice of appeal which is received at the office of the Executive Secretary not more than fifteen days after having given notice of the decision.

In all appeals

A. The Executive Committee shall transmit to the Board of Directors the record of the hearing.

B. The Executive Secretary shall give not less than thirty days notice of the time and place of the hearing on appeal to each Director, to each person who filed a notice of appeal, and to each person who was entitled to receive notice of the Executive Committee decision which is the subject of the appeal.

C. The decision of the Board of Directors shall be based solely on the record transmitted by the Executive Committee and the arguments of the Executive Secretary and persons entitled to notice of the hearing on appeal.

D. No Director or Officer who participated in the hearing preceding or in the decision of the Executive Committee shall vote or preside on an appeal, but he or she may otherwise participate therein.

E. As promptly as reasonably practicable after the conclusion of the hearing on appeal, the Board of Directors shall decide the appeal as right and justice require, and may affirm, reverse, make any sanction more or less severe, or otherwise revise the decision of the Executive Committee,

or order a rehearing of any matter. The decision on appeal shall be in writing and filed with the Executive Secretary, who shall promptly give notice thereof to each person who was entitled to notice of the hearing on appeal.

VII. NOTICES

Any written notice permitted or required to be given by the Executive Secretary shall be deemed to be given when deposited in a United States mail, postage prepaid, certified or registered and addressed to the person for whom it is intended at an address of such person in the files of the Association or at an address which the Executive Secretary has reason to believe will bring the notice to the attention of such person.

VIII. GENERAL

A. Every decision of the Executive Committee shall stand as the decision of the Board of Directors until modified on appeal or otherwise ordered by the Board of Directors.

B. Counsel to the Executive Secretary in a matter which is the subject of a hearing shall not advise or represent the Executive Committee, any committee appointed to make findings of fact and recommendations, or the Board of Directors in such matter. The Executive Committee or any such committee, and the Board of Directors may each have the advice and representation of counsel in connection with any such matter.

C. The sole official record of all hearing and appeal proceedings shall be that produced in a manner approved by the Board of Directors. Copies of the record shall be made available to any interested person upon payment, in advance, of the reasonable costs thereof.

D. In any appropriate case, any of these rules may be waived by the person or entity in whose interest the rule was promulgated.

E. These rules are subject to modification or revision by the Board of Directors at any time.

F. The rules for production testing, classification and for other programs adopted by the Board of Directors as provided for in Article V of the Bylaws are incorporated herein by reference.

HOLSTEIN ASSOCIATION USA, INC.

July 1, 2022

OFFICERS

President	Jonathan Lamb	3650 Batavia-Elba Townline Rd., Oakfield, New York 14125
Vice President	John Burket	1321 Polecat Road, East Freedom, Pennsylvania 16637
Executive Secretary	John M. Meyer	1 Holstein Place, PO Box 808, Brattleboro, Vermont 05302-0808
Treasurer	Barbara M. Casna	1 Holstein Place, PO Box 808, Brattleboro, Vermont 05302-0808

DIRECTORS

Terms Expire 2023 **Peter Dueppengiesser**, W3878 Bittersweet Lane, Fond du Lac, Wisconsin 54937
Spencer Hackett, 17011 Aspen Rd. NE, Rice, Minnesota 56367
Steve Keene, 65 Canton Point Rd., Canton, Maine 04221
Benjamin Newberry, 5074 Newberry Rd., Lizella, Georgia 31052

Terms Expire 2024
Tony Brey, 2190 County Road O, Sturgeon Bay, Wisconsin 54235
Dean W. Jackson, 4156 Wetona Rd., Columbia Cross Roads, Pennsylvania 16914
Steve Moff, 14200 New Buffalo Rd., Columbiana, Ohio 44408
Dwight Rokey, 2021 T Rd., Sabetha, Kansas 66534

Terms Expire 2025
Bill Genasci, 3600 Finney Rd., Modesto, California 95358
Jeff King, 311 King Road, Schuylerville, New York 12871
Robert Webb, N5397 Hillcrest Dr., Plymouth, Wisconsin 53073
R. Joshua Wright, 288S 235W Jerome, Idaho 83338

Executive Committee **Jonathan Lamb**, Chair; **John Burket**, **Peter Dueppengiesser**, **Steve Keene**, and **Benjamin Newberry**.

ADMINISTRATIVE STAFF

JOHN M. MEYER

Chief Executive Officer

BARBARA M. CASNA

Treasurer, Chief Financial Officer

KAREN L. ALBRECHT

Executive Assistant to the CEO

JODI A. HOYNOSKI

Executive Director, Holstein
Identification and Member Services;
Holstein Foundation Programs
Manager

DR. THOMAS J. LAWLOR, JR.

Executive Director,
Research and Development

TONY ALLEN

General Manager,
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TERESA THAYER

Controller

LINDSEY WORDEN

Executive Director,
Holstein Genetic Services



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