



1400 Independence Avenue, SW
Room 2968-S, STOP 0225
Washington, DC 20250-0225

August 4, 2022

Ms. Amy Jones
Watkinson Miller, PLLC
1100 New Jersey Avenue, SE
Suite 910
Washington, DC 20003

Dear Ms. Jones,

This letter responds to the National Dairy Promotion and Research Board's (Dairy Board) approval of a motion to amend the Dairy Board's bylaws. At the Dairy Board's July 13, 2022, meeting, it approved a motion to make changes to the Articles and Sections listed below, including significant changes to provide the ability to meet in person or virtually, allow for email and other forms of electronic communications for board meeting notices and formal correspondence, and updating board member/officer terms of service and duties.

- Article I, Name and Offices – Section 2
- Article IV, Meetings – Sections 1, 2, 3, 4, 5, 6, 7
- Article VI, Officers and Their Duties – Sections 1.1, 1.2, 2, 3, 4, 5, 6
- Article VII, Executive Committee – Sections 1, 3, 4,
- Article VIII, Committees – Sections 1.1, 1.2, 2, 3.1
- Article X, Insurance – Section 1
- Article XI, Expenses – Section 1
- Article XIII, Miscellaneous Provisions – Section 3
- Article XIV, Time When Effective – Section 1

MOTION: The National Dairy Board Bylaws Committee recommends that the National Dairy Board review and approve the proposed changes to the NDB Bylaws as submitted.

The Department of Agriculture concurs with the action of the Dairy Board.

If you have any questions or comments, please contact Whitney Rick of the Promotion, Research, and Planning Division at (202) 720-6909 or by email at whitney.rick@usda.gov.

Sincerely,

Dana H. Coale

Dana H. Coale
Deputy Administrator
Dairy Program

