

# Dairy Management Team First Meeting Checklist

**Financial** (Dairy producer may want some financial information to remain confidential (i.e. balance sheet net worth, etc.).)

- 2007 and 2008 balance sheet adjusted to at year end.
- Updated balance sheet for start of Management Team (include credit cards, unpaid accounts, non-farm loans. Accounts Payable and Receivable).
- 2007 and 2008 Income Statement or Schedule Fs.
- Year to date Income Statement at start of Management Team.
- Inventory changes if any from a year ago (should be in updated balance sheet).

**Herd Performance**

- DHIA production records or bulk tank average per cow and somatic cell count.
- Reproduction: Pregnancy rate, days open, calving interval, heifers age at calving.
- Days Dry
- Culling rate and reasons for culling.
- Percent cow deaths
- Percent calf deaths
- All of the above minimum of one year's data, additional history will be helpful.

**Feed**

- Feed inventory and quality (should be in updated balance sheet with the exception of quality).

**Herd Numbers**

- Total cows—on application
- Heifers 13-24 mo. ---on application
- Calves birth to 12 mo. ---on application

**Cropping Enterprise**

- Total acres owned
- Total acres cropped
- Owned cropped
- Rented cropped
- Total acres grazed
- Owned grazed
- Rented grazed
- Acreage of each crop grown
- Estimate of crop yields per acre

**Management Structure**

- Ownership Type
- Division of Management

