



Board of Directors Meeting Minutes

April 9, 2020

Present: Mary Forte – President
Mike Engle – VP
Gail Macik – Director
Jennifer Gilmore – Director
Patricia Kinsey – Treasurer
Brenda Landes – Secretary
Chanel Hammer – Director

1.0 Meeting Opening:

1.1 A meeting was held via telephone conference call and commenced at 7:33 PM. Mary Forte called the meeting to order.

2.0 Business:

2.1 Meeting Minutes.

2.1.1 Patricia made a motion to approve Board Minutes from March 5. Mike seconded.

2.2 Treasurer Report.

2.2.1 Patricia sent out bank reconciliation and statement prior to meeting.

2.2.2 Mike made a motion to approve the March bank reconciliation report as submitted. Jennifer seconded. All approved.

2.3 BOD Elections.

2.3.1 Brenda will send out request for volunteer nominations.

2.3.2 Nomination committee can reach out to people and people can nominate themselves or others.

2.3.3 Mike will reach out to several members that were discussed.

2.3.4 Elections are coming up in June. Mike (Vice President) and Chanel's terms are up.

2.4 Membership.

2.4.1 Membership at end of March was 23 farms.

2.4.2 **Annual Meeting.** Brenda to send out announcement. VAOBA Annual Meeting and Anthony Stachowski same day (June 13) for hands on. Members only.

2.4.3 **Wade Gease** will be in VA for other business and has volunteered to discuss the industry in combination with that trip. VAOBA would need to pay travel costs.

2.5 Education.

2.5.1 Our objective is not to make money but to help members of VA alpaca community.

2.5.2 Keep Wade Gease in mind for workshop. Coordinate with Mike Engle.

2.6 Show.

2.6.1 Mary getting ready to sign contract for show venue. It is almost ready to be signed. Jay has stepped in to assist in negotiations to benefit VAOBA.

2.6.2 Mike asked Mary if the BOD should review the contract prior to signing.

- 2.6.3** Mary said that anyone who would like to review a copy may be given a copy. Mary will let everyone know when the final draft is ready for review.
- 2.6.4** Chanel is liason to show committee; not available.
- 2.6.5** Discussed force majuer due to new risk of coronavirus. There is a \$3,000 non-refundable deposit to reserve the Fredericksburg Expo venue for the date.
- 2.6.6** Discussed possibility of reduced participation due to virus or threat of it. As a business decision, BOD would need to make a decision to pull out prior to making the second installment. Within 30 days of the event, need to be looking very hard at what it's looking like around the country.
- 2.6.7** Concern about bank balance relative to show. BOD needs to communicate with show committee to understand show budget and number of participants we should expect.
- 2.6.8** BOD needs report from Show Committee.
- 2.6.9** Discussed Youth. We need to ask for waiver to hold a non-sanctioned Youth Performance show BEFORE we submit for our show. Mary suggested Heidi Dalman may be willing to organize. Mary will call Margie Ault to discuss waiver.

2.7 Communications.

- 2.7.1** Website. Mary has discussed with someone who has interest. We would need to pay approximately \$200 to start up, and then pay based on what she does.
- 2.7.2** Mary is meeting with her tomorrow and asked Brenda to resend the questions from Nicole.
- 2.7.3** Mike proposed that we ask Nicole to head up a committee that will make decisions and advise the BOD on website and social media.

2.8 New Business.

- 2.8.1** No new business.

3.0 Adjournment.

- 3.1** Meeting was adjourned at 8:48 PM.
- 3.2** Next meeting will be held on Thursday, May 7 at 7:30 PM.

Respectfully Submitted by Brenda Landes, VAOBA Secretary

Virginia Alpaca Owners & Breeders Assoc.
Reconciliation Detail
Union Bank & Trust, Period Ending 03/31/2020

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						24,795.96
Cleared Transactions						
Checks and Payments - 8 items						
Bill Pmt -Check	02/28/2020	2146	Donna Higgeason	X	-120.15	-120.15
Bill Pmt -Check	02/28/2020	2145	Able Printing	X	-90.00	-210.15
Bill Pmt -Check	03/03/2020	2147	Spinolotion	X	-305.00	-515.15
Check	03/03/2020	2149	Patricia Kinsey	X	-225.00	-740.15
Check	03/03/2020	2148	Jacqueline Green	X	-175.00	-915.15
Check	03/06/2020	CC	Godaddy.com	X	-148.73	-1,063.88
Bill Pmt -Check	03/11/2020	2150	Cheryl Dewitt	X	-3,932.00	-4,996.88
Bill Pmt -Check	03/19/2020	2177	Thomas & Thomas	X	-850.00	-5,845.88
Total Checks and Payments					-5,845.88	-5,845.88
Deposits and Credits - 1 item						
Deposit	03/06/2020			X	484.59	-484.59
Total Deposits and Credits					484.59	-484.59
Total Cleared Transactions					-5,361.29	-5,361.29
Cleared Balance					-5,361.29	19,434.67
Uncleared Transactions						
Checks and Payments - 1 item						
Bill Pmt -Check	03/19/2020	2176	Patty Fuller		-408.53	-408.53
Total Checks and Payments					-408.53	-408.53
Deposits and Credits - 2 items						
Deposit	11/29/2019		VAOBA Farm Sto...		349.87	349.87
Deposit	11/29/2019				1,319.00	1,668.87
Total Deposits and Credits					1,668.87	1,668.87
Total Uncleared Transactions					1,260.34	1,260.34
Register Balance as of 03/31/2020					-4,100.95	20,695.01
New Transactions						
Checks and Payments - 2 items						
Bill Pmt -Check	04/07/2020	2178	Kelly & Daughtrey		-200.00	-200.00
Bill Pmt -Check	04/07/2020	2179	State Corporation...		-25.00	-225.00
Total Checks and Payments					-225.00	-225.00
Total New Transactions					-225.00	-225.00
Ending Balance					-4,325.95	20,470.01

Virginia Alpaca Owners & Breeders Assoc.
Reconciliation Summary
Union Bank & Trust, Period Ending 03/31/2020

	<u>Mar 31, 20</u>
Beginning Balance	24,795.96
Cleared Transactions	
Checks and Payments - 8 ite...	-5,845.88
Deposits and Credits - 1 item	484.59
Total Cleared Transactions	<u>-5,361.29</u>
Cleared Balance	<u>19,434.67</u>
Uncleared Transactions	
Checks and Payments - 1 item	-408.53
Deposits and Credits - 2 items	1,668.87
Total Uncleared Transactions	<u>1,260.34</u>
Register Balance as of 03/31/2020	<u>20,695.01</u>
New Transactions	
Checks and Payments - 2 ite...	-225.00
Total New Transactions	<u>-225.00</u>
Ending Balance	<u>20,470.01</u>