



Board of Directors Meeting Minutes

April 4, 2018

Present: Mary Forte – President
Glen Kirby – Treasurer
Donna Higgason – Director At Large
John Conlon – Absent
Brenda Landes – Secretary
Burt Benson – Director At Large
Elaine Simpson – Director

1.0 Meeting Opening:

- 1.1 A meeting was held via telephone conference call and commenced at 7:04 PM.
- 1.2 Mary Forte called the meeting to order.

2.0 Business:

2.1 March Meeting Minutes.

- 2.1.1 Donna made a motion to approve the minutes of the March 7, 2018 meeting. Mary seconded the motion. All approved.

2.2 Treasurer Report.

- 2.2.1 Treasurer report was reviewed. Donna made a motion to approve the March treasurers report. Brenda seconded the motion. All approved.

2.3 Secretary Report.

- 2.3.1 Secretary reported on eblasts and emails sent out.

2.4 Membership Committee.

- 2.4.1 No report.

2.5 Bylaws Committee.

- 2.5.1 New bylaws were approved on March 25 by ballot.

2.6 Education Committee.

- 2.6.1 Minutes of last meeting discussed. Dave Grembi drafted letter to members and then sent to all VA farms. Only two responses.
- 2.6.2 Roo Kline seminar needs to be sent out. VAOBA Member: \$75/person. VAOBA Non-Member: \$125/person. Watchers: \$35/person. Donna will create flyer and have at VAOBA table at HOV show.
- 2.6.3 *Grant funds – what are rules?*

2.7 Website Committee.

- 2.7.1 Member list updated. Changing youth page every month. New bylaws will be uploaded. Show page is updated.

2.8 Special Committees.

- 2.8.1 Nominating committee** for BOD is Shannon Mishey, Brenda Breedlove, Jay Fetner. Nominates 7 people. Names can be written in as well. Send out eblast. Donna will create.
- 2.8.2 Show Committee.** Judy Howe and Sue Ives are already under contract. Sue contacts judges as halter superintendent. Judy Howe is chair. Donna is liason.

Amanda, Sharon, Stephanie got most votes from BOD via email. Amanda needs to check one more schedule. Sharon and Stephanie are committed.

Need walking fleece superintendent. Angie (from PA), Patty Fuller (VA), Judy Schroeder (KY). Are we going to do fleece show and spin off? If fleece show, Kathy Klay. Donna reported that Judy recommends we do a fleece show as service to our members. Board wants Judy to reach out to Patty as walking fleece and spin-off superintendent to see if she's interested.

Votes for fleece show. Donna makes motion for fleece show. Bert second. All approved. Donna will tell Judy to send RFPs for fleece show: Mary Rigo, Sherry Siler, Judy Schroeder, Cheryl Gehly.

Herdsire and live auction – invite Brett and Debbie – is there something other than sponsorship? What will allow us to capture most people for the auction? – Does bar open early? Brenda will ask Debbie. Can we have bidding online? Donna will ask Judy terms in past.

- 2.8.3 Fundraising Cookbook.** Ads have been sold to Steve Purdy (full page), Light Livestock(full page), Patty Fuller(full page), Wendy Beatty (1/3 page) Need 150 recipes. Have 25. Photos on each divider on inside. Title. "Let's Graze." \$7.50 Members. \$15 Retail

2.9 Annual Meeting.

- 2.9.1** Proposed Agenda was sent by Donna via email.
- 2.9.2** The Best Western Plus in Waynesboro is available for Saturday, June 9. The reservation fee is \$375 (50% down), includes coffee, pastry, A/V.
- 2.9.3** Need to determine catering. Lunch can be provided by any vendor we desire.

3.0 Adjournment.

- 3.1** Donna made a motion to adjourn the meeting. Brenda seconded the motion. Meeting was adjourned at 8:58 PM. Next meeting will be Wednesday, May 2, 2018 at 7 PM.

Respectfully Submitted by Brenda Landes, VAOBA Secretary

VAOBA Education Committee

Minutes from March 8, 2018 Meeting

Members Present: Elaine Simpson, Janis Conlon, Brenda Landes, Dave & Teri Grembi

1. **Role of Committee.** There was discussion regarding the role of our Education Committee, and possible overlapping with other VAOBA Committees. It was the consensus that our Education Committee is tasked with identifying the educational needs of VAOBA members, and trying to meet those needs through various methods. The Education Committee's function also includes supporting other Committees within VAOBA as needed to fulfill educational goals. **ACTIONS:** Brenda will review our summary with the BOD and provide feedback as needed.
2. **Current Educational Needs for Members.** The committee discussed possible education needs for VAOBA members for the rest of 2018. Recently recommended topics from various members included the following.
 - a. Breeding decisions
 - b. Pasture Management – Scheduled for June 9 Annual meeting
 - c. Birthing – proposed Dr. Cheryl De Witt or Dr. Karen Baum
 - d. Fiber basics – proposed Wini, but she is not available until 2019
 - e. Alpaca 101 – proposed Patty Fuller
 - f. Farm Layout
 - g. Business Planning
 - h. Yarn Processing
 - i. Roo Kline Fiber – Scheduled for June 2
 - j. Essential Oils and Alpacas – Scheduled for June 9 Annual meeting
 - k. Parasitology – proposed Dr. Pam Walker (per Donna Atkins)**I. ACTIONS:**
 - i. The Committee will plan to have another educational event for members in early September, as well as educational seminars at the Annual VAOBA Festival/Show in December.
 - ii. Dave will create a letter to the VAOBA members sharing these thoughts and asking for their input. Brenda will send the letter via e-Blast.
3. **Educational Needs for General Public.** The committee discussed the need to develop awareness of the alpaca industry with the ultimate goal of gaining more alpaca farmers in Virginia and more VAOBA members. **ACTIONS:** It was agreed that the best chance of providing education for the general public would be at the annual VAOBA Alpaca Festival/Show. The Education Committee will begin developing this now.
4. **VAOBA Support for Individual Farms Providing Educational Events.** The Committee questioned what level of support could be provided by VAOBA for individual members who desire to provide educational programs on their farm. The Committee was uncertain if there were rules that addressed this. **ACTION:** Brenda will approach the BOD with this question and seek clarification.
5. **Next Education Committee Meeting.** The Committee felt it important to meet monthly, with the next meeting tentatively scheduled for Thursday, April 12 at 7:30 pm.

VAOBA Website Committee
March Committee Information

Updated the Member List
Updated the Youth Recipe of the Month
Added the New Show Date to the Show Site

Had Jan with Open Herd remove one farm that did not renew membership and add the new member.

Thanks
Donna, Brenda, Mary and Judy

9:41 PM
05/01/18

Virginia Alpaca Owners & Breeders Assoc.
Reconciliation Detail
Union Bank & Trust, Period Ending 04/30/2018

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						34,108.80
Cleared Transactions						
Checks and Payments - 2 items						
Check	04/07/2018	2006	Brenda Landes	X	-146.90	-146.90
Check	04/11/2018	draft	Constant Contact	X	-20.00	-166.90
Total Checks and Payments					-166.90	-166.90
Deposits and Credits - 3 items						
Deposit	04/05/2018			X	95.00	95.00
Deposit	04/18/2018			X	75.00	170.00
Deposit	04/21/2018			X	96.80	266.80
Total Deposits and Credits					266.80	266.80
Total Cleared Transactions					99.90	99.90
Cleared Balance					99.90	34,208.70
Register Balance as of 04/30/2018					99.90	34,208.70
Ending Balance					99.90	34,208.70