



Board of Directors Meeting Minutes

December 3, 2020

Present: Mary Forte – President
Michelle Roppel – VP
Gail Macik – Director
Jennifer Gilmore – Director
Judy Howe – 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 Secretary Report.

2.1.1 Mary asked questions about notes under Show, Membership and Treasurer Sections. Discussion is noted below.

2.1.2 There are no objections to approving the BOD Meeting Minutes from November 5, 2020. They are approved.

2.2 Treasurer Report.

2.2.1 Judy provided a preliminary report to the Board – a snapshot in time.

2.2.2 The Treasurer Report will be provided when available and voted on at a later time.

2.2.3 Judy has started the process to get PayPal account transferred from Linda Pollock to VAOBA. Patricia Kinsey is still getting emails. Discussed whether there are any options.

2.2.4 Square account has been changed over.

2.2.5 Treasurer@vaoba.org has been changed to Judy Howe (through Openherd).

2.2.6 Judy reported that several farms from PA have contacted Donna because PA went into lockdown and they requested their fees back from show. Board needs to hear from Donna and give consideration to those farms that were affected. Conversation tabled until the Board can hear from Donna.

2.2.6..1. Anyone who signed up for the show was aware of the uncertainty of the virus. The sign up documents were clear.

2.3 Membership.

2.3.1 The new membership year begins on January 1, 2021.

2.3.2 VAOBA members have tendency to sign up late in the year – in advance of the show. Should there be some sort of penalty to sign up later? May not be good idea.

2.3.3 Should there be tiered membership categories like AOA has for full member, show member, education member, etc. This would help get smaller farms and hobby farms involved – references and how to's for those that have no interest in showing. What would it entitle them to? Create members only part of website?

2.3.4 Can members who sell alpacas to new alpaca owners pass on a discounted associate membership to VAOBA?

2.3.5 Membership plan to follow? Bring a club atmosphere rather than an organization atmosphere. Gail will draft some ideas for Board to review.

- 2.3.6** Member list still needs to be updated on the website to include Funky Fleece Farm and Poplar Hill Alpacas.
 - 2.3.7** Brenda will send letter and a membership invoice to Virginia farms. Letter to outline the benefits.
 - 2.4 Website/Electronic Media.**
 - 2.4.1** Nothing new.
 - 2.5 Education.**
 - 2.5.1** Difficult with COVID to plan.
 - 2.6 Show Follow up.**
 - 2.6.1** VAOBA trailer needs to be sold. It is at Donna's farm.
 - 2.6.2** New carpet is in a rented storage shed in Tappahanock. Glenn, Donna, and Judy have copies of the rental agreement. The cost was \$1700. Copy of rental agreement and lock combination should be sent to VAOBA President and Secretary for record.
 - 2.6.3** If we can have public and vendors, we can afford the show at Fredericksburg Expo.
 - 2.6.4** Discussion of whether VAOBA should reach out to Fredericksburg Expo to hold dates. We need more information on cost of the Expo.
 - 2.6.5** Mary will discuss holding date with Expo as long as no money and no contract.
 - 2.6.6** Need to table show venue discussion until final show expenses and income is available.
 - 2.6.7** Judges for next year's show. Discussed having two non-senior Judges (possibly Arturo Pena and Laurel Shoumlin), and Wade Gease for walking fleece.
- 3.0 Adjournment.**
- 3.1** Meeting was adjourned at 8:58 PM.
 - 3.2** Next meeting will be held on Thursday, January 7, 2020, at 7:30 PM.

Respectfully Submitted by Brenda Landes, VAOBA Secretary

December 2020 Treasurer's Report

On Dec 2, 2020, at 12:56 PM, Judy Howe <wildwoodpacas@yahoo.com> wrote:

Hello all,

I will not have the December report in its usual format available for the meeting. I will get a December report next week and send it out, but please understand that there is still a lot of movement of money going on. Sue Ives has not completed her work, nor is expected until 30 days post show. Not sure if Patty has changes to walking fleece. There are still some invoices outstanding, although most have been paid. There is still a deposit due from money collected by Sue Ives.

Some information that I can pass along:

Silent Auction raised \$1,067

Regular Auction raised \$14,230 Of that amount \$10,000 has been collected and the balance (\$4,230) will be invoiced over quarterly payments

Current balance in Bank Account: \$36,348.03

Outstanding checks: \$9,163.96

Available funds: \$27,184.07

Expected deposit: \$5,503

PayPal balance: \$2,914.74

Expected balance: \$35,601.81 (plus receivables from auction \$4230 over next year)

Still outstanding:

Invoice from Amanda

Invoices from Sue Ives and Patty Fuller

Refunds not associated with COVID, Sue Ives is figuring that out

Maybe more, who knows.

This is the most relevant info on where we stand. Exact numbers need to be until after Sue Ives does her thing. Personal opinion, we did pretty well considering the huge cost of carpet. I'll talk to you tomorrow night.

.

5:11 PM

01/05/21

Virginia Alpaca Owners & Breeders Assoc.

Reconciliation Detail

Union Bank & Trust, Period Ending 11/30/2020

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						46,342.28
Cleared Transactions						
Checks and Payments - 18 items						
Check	10/25/2020	2194	Sue Ives	X	-1,000.00	-1,000.00
Check	10/27/2020	2195	Fredericksburg Exp...	X	-14,000.00	-15,000.00
Check	11/08/2020	2198	Telemedia Broadcas...	X	-1,200.00	-16,200.00
Check	11/09/2020	2197	Lowes	X	-537.20	-16,737.20
Check	11/12/2020		C&R Carpet and Rug	X	-5,400.00	-22,137.20
Check	11/13/2020		Amazon	X	-184.71	-22,321.91
Check	11/13/2020		Amazon	X	-21.05	-22,342.96
Check	11/18/2020	2198	Fredericksburg Exp...	X	-2,540.41	-24,883.37
Check	11/18/2020		Fredericksburg Exp...	X	-700.00	-25,583.37
Check	11/23/2020	5107	Wade Gease	X	-2,869.34	-28,452.71
Check	11/23/2020	5108	Evans Photography	X	-1,160.00	-29,612.71
Check	11/23/2020	5103	David Ebie	X	-300.00	-29,912.71
Check	11/23/2020	5102	Chrystal Fleck	X	-204.00	-30,116.71
Check	11/23/2020	5108	Alpacas of greater t...	X	-200.00	-30,316.71
Check	11/23/2020	5101	Lanart	X	-200.00	-30,516.71
Check	11/23/2020		Staples	X	-150.24	-30,666.95
Check	11/25/2020		Hilton hotel	X	-2,067.30	-32,734.25
Check	11/29/2020		Aylett Mini Storage	X	-1,748.45	-34,482.70
Total Checks and Payments					-34,482.70	-34,482.70
Deposits and Credits - 4 items						
Deposit	11/16/2020			X	19,649.50	19,649.50
Deposit	11/18/2020			X	838.35	20,487.85
Deposit	11/20/2020			X	1,200.00	21,687.85
Deposit	11/23/2020			X	5,014.88	26,702.73
Total Deposits and Credits					26,702.73	26,702.73
Total Cleared Transactions					-7,779.97	-7,779.97
Cleared Balance					-7,779.97	38,562.31
Uncleared Transactions						
Checks and Payments - 5 items						
Check	11/23/2020	5104	Dennis Mignogno		-800.00	-800.00
Check	11/23/2020	5105	Barefoot Studio		-100.00	-900.00
Check	11/24/2020	5110	Light Livestock		-7,600.00	-8,500.00
Check	11/24/2020	5109	Fredericksburg Exp...		-1,539.00	-10,039.00
Check	11/30/2020	5112	Able Printing		-1,429.50	-11,468.50
Total Checks and Payments					-11,468.50	-11,468.50
Total Uncleared Transactions					-11,468.50	-11,468.50
Register Balance as of 11/30/2020					-19,248.47	27,093.81
New Transactions						
Checks and Payments - 20 items						
Check	12/01/2020	5117	Donna Higgason		-3,736.76	-3,736.76
Check	12/01/2020	5114	Debra Weiss		-675.00	-4,411.76
Check	12/01/2020	5116	Randy Strong		-250.00	-4,661.76
Check	12/01/2020	5113	Ameritech Construct...		-200.00	-4,861.76
Check	12/01/2020	5115	Point of View Alpaca		-100.00	-4,961.76
Check	12/01/2020	5111	City of Fredericksburg		-90.00	-5,051.76
Check	12/02/2020	5119	Laurel Shouvin		-1,282.70	-6,334.46
Check	12/02/2020	5118	Heavens Hill Alpacas		-500.00	-6,834.46
Check	12/08/2020		Patty Fuller		-622.00	-7,456.46
Check	12/11/2020	5120	John Ballentine		-1,643.75	-9,100.21
Check	12/14/2020	5121	AOA		-3,178.00	-12,278.21
Check	12/14/2020	5122	Sue Ives		-1,055.00	-13,333.21
Check	12/20/2020	5123	Glen Kirby		-451.76	-13,784.97
Check	12/21/2020	5129	Kendall Creek Alpac...		-665.00	-14,449.97
Check	12/21/2020	5126	Alpaca Road		-304.00	-14,753.97
Check	12/21/2020	5124	Sign Quik		-228.98	-14,982.93
Check	12/21/2020	5127	Broad Creek Alpacas		-166.50	-15,149.43
Check	12/21/2020	5130	Tuckahoe Treasures		-60.00	-15,209.43

5:11 PM
01/05/21

**Virginia Alpaca Owners & Breeders Assoc.
Reconciliation Detail
Union Bank & Trust, Period Ending 11/30/2020**

Type	Date	Num	Name	Clr	Amount	Balance
Check	12/21/2020	5128	Holdfast Farm		-48.00	-15,257.43
Check	12/21/2020	5125	Abiding Hills Farm		-48.00	-15,305.43
Total Checks and Payments					-15,305.43	-15,305.43
Deposits and Credits - 7 items						
Deposit	12/01/2020				608.00	608.00
Deposit	12/01/2020				5,759.00	6,367.00
Deposit	12/02/2020				557.72	6,924.72
Deposit	12/10/2020				197.78	7,122.50
Deposit	12/14/2020				5,463.00	12,585.50
Deposit	12/21/2020				2,914.74	15,500.24
Deposit	12/29/2020				322.07	15,822.31
Total Deposits and Credits					15,822.31	15,822.31
Total New Transactions					516.88	516.88
Ending Balance					-18,731.59	27,610.69

Page 2

5:10 PM
01/05/21

**Virginia Alpaca Owners & Breeders Assoc.
Reconciliation Summary
Union Bank & Trust, Period Ending 11/30/2020**

	Nov 30, 20
Beginning Balance	46,342.28
Cleared Transactions	
Checks and Payments - 18 items	-34,482.70
Deposits and Credits - 4 items	26,702.73
Total Cleared Transactions	-7,779.97
Cleared Balance	38,562.31
Uncleared Transactions	
Checks and Payments - 5 items	-11,468.50
Total Uncleared Transactions	-11,468.50
Register Balance as of 11/30/2020	27,093.81
New Transactions	
Checks and Payments - 20 items	-15,305.43
Deposits and Credits - 7 items	15,822.31
Total New Transactions	516.88
Ending Balance	27,610.69