



Board of Directors Meeting Minutes

January 7, 2021

Present: Mary Forte – President
Michelle Roppel – VP
~~Gail Macik – Director~~
Director - Vacant

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 7:34 PM. Mary Forte called the meeting to order.
- 1.2 Jennifer Gilmore resigned on December 18, 2020, leaving a Director position vacant.

2.0 Business:

2.1 Secretary Report.

- 2.1.1 There are no objections to approving the BOD Meeting Minutes from December 3, 2020. Michelle made a motion to approve. Mary seconded. They are approved.
- 2.1.2 Renewal notices need to go out. Mary gave letter to Brenda earlier this week and she will email notices this weekend.
- 2.1.3 Pay options for membership: Send check to Judy, Pay on Paypal through website, or request Square invoice from Judy.

2.2 Treasurer Report.

- 2.2.1 Judy provided an email report to the Board – a snapshot in time. The current balance is \$27,550.69. There are additional checks outstanding, and after they clear, the balance will be \$20,339.77.
- 2.2.2 The Treasurer Report was provided along with a 2020 Show Expense tally.
- 2.2.3 There are no objections to approving the December Treasurer's Report. Michelle made a motion to approve. Chanel seconded.
- 2.2.4 Discussed Venmo and Zelle and whether we can use? These may be for person to person rather than for business use.
- 2.2.5 Discussed whether doing everything electronically is wise for VAOBA where the Treasurer changes fairly often.

2.3 Membership.

- 2.3.1 The new membership year began on January 1, 2021.
- 2.3.2 Discussion about doing business completely on line rather than mailing hard copies – for membership notifications, ballots, and nominations. It was decided to send electronic membership notice.
- 2.3.3 See info above in Secretary Report.

2.4 Website.

- 2.4.1 New member to VAOBA needs to understand how to get free Openherd account. Mary will call Jan at Openherd and let everyone know how new members are to

register and get their herd to show up on VAOBA page. Also, how does someone remove a farm from VAOBA site when they are no longer a member?

2.5 Education.

2.5.1 Difficult with COVID to plan.

2.5.2 Mary's Alpaca is available for the Annual Meeting in June.

2.5.3 Neonatal Clinic should be sponsored every time we can give it. It's very expensive for VAOBA.

2.5.4 We have to plan. If we have to cancel, we have to cancel, but we can't just do nothing.

2.5.5 Ideas: shearing, fleece sorting, hands on seminar, weaning, heat stress, fecals, etc.

2.6 Show Follow up.

2.6.1 Mary discussed the venue. Mary would like us to stay at the Fredericksburg Expo.

2.6.2 In Europe they have corporate sponsors. AOA has just put an email out asking for corporate sponsors. We need to come up with ideas so that we can have a good venue.

2.6.3 We need to be prepared to select the venue for next year.

2.6.4 Need to deal with carpet storage, and how this will be handled in the future.

2.6.5 Further discussion needed. Could have another meeting this month or proceed via email exchange.

2.7 Other Business.

2.7.1 Mary asked if anyone has someone in mind for a seat on the Board as a Director. Mary has someone in mind and would like to ask if she is interested.

2.7.2 A response letter was sent in December to the farm that requested a refund. No feedback has been received.

2.7.3 Need to discuss terms of Board members. Brenda indicated that she they are included in the Annual Meeting Minutes and she will let everyone know status.

3.0 Adjournment.

3.1 Meeting was adjourned at 8:46 PM.

3.2 Next meeting will be held on Thursday, February 4, 2021, at 7:30 PM.

Respectfully Submitted by Brenda Landes, VAOBA Secretary

December 2020 Treasurer's Report

5:28 PM

01/05/21

Virginia Alpaca Owners & Breeders Assoc.

Reconciliation Detail

Union Bank & Trust, Period Ending 12/31/2020

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						38,562.31
Cleared Transactions						
Checks and Payments - 19 items						
Check	11/23/2020	5104	Dennis Mignogno	X	-800.00	-800.00
Check	11/23/2020	5105	Barefoot Studio	X	-100.00	-900.00
Check	11/24/2020	5110	Light Livestock	X	-7,600.00	-8,500.00
Check	11/24/2020	5109	Fredericksburg Exp...	X	-1,539.00	-10,039.00
Check	11/30/2020	5112	Able Printing	X	-1,429.50	-11,468.50
Check	12/01/2020	5117	Donna Higgason	X	-3,736.76	-15,205.26
Check	12/01/2020	5114	Debra Weiss	X	-675.00	-15,880.26
Check	12/01/2020	5116	Randy Strong	X	-250.00	-16,130.26
Check	12/01/2020	5113	Ameritech Construct...	X	-200.00	-16,330.26
Check	12/01/2020	5115	Point of View Alpaca	X	-100.00	-16,430.26
Check	12/01/2020	5111	City of Fredericksburg	X	-90.00	-16,520.26
Check	12/02/2020	5119	Laurel Shouvin	X	-1,282.70	-17,802.96
Check	12/02/2020	5118	Heavens Hill Alpacas	X	-500.00	-18,302.96
Check	12/08/2020		Patty Fuller	X	-622.00	-18,924.96
Check	12/11/2020	5120	John Ballentine	X	-1,643.75	-20,568.71
Check	12/14/2020	5121	AOA	X	-3,178.00	-23,746.71
Check	12/14/2020	5122	Sue Ives	X	-1,055.00	-24,801.71
Check	12/20/2020	5123	Glen Kirby	X	-451.76	-25,253.47
Check	12/21/2020	5128	Holdfast Farm	X	-48.00	-25,301.47
Total Checks and Payments					-25,301.47	-25,301.47
Deposits and Credits - 7 items						
Deposit	12/01/2020			X	608.00	608.00
Deposit	12/01/2020			X	5,759.00	6,367.00
Deposit	12/02/2020			X	557.72	6,924.72
Deposit	12/10/2020			X	197.78	7,122.50
Deposit	12/14/2020			X	5,463.00	12,585.50
Deposit	12/21/2020			X	2,914.74	15,500.24
Deposit	12/29/2020			X	322.07	15,822.31
Total Deposits and Credits					15,822.31	15,822.31
Total Cleared Transactions					-9,479.16	-9,479.16
Cleared Balance					-9,479.16	29,083.15
Uncleared Transactions						
Checks and Payments - 6 items						
Check	12/21/2020	5129	Kendall Creek Alpac...		-665.00	-665.00
Check	12/21/2020	5126	Alpaca Road		-304.00	-969.00
Check	12/21/2020	5124	Sign Quik		-228.96	-1,197.96
Check	12/21/2020	5127	Broad Creek Alpacas		-166.50	-1,364.46
Check	12/21/2020	5130	Tuckahoe Treasures		-60.00	-1,424.46
Check	12/21/2020	5125	Abiding Hills Farm		-48.00	-1,472.46
Total Checks and Payments					-1,472.46	-1,472.46
Total Uncleared Transactions					-1,472.46	-1,472.46
Register Balance as of 12/31/2020					-10,951.62	27,610.69
Ending Balance					-10,951.62	27,610.69

5:28 PM

01/05/21

Virginia Alpaca Owners & Breeders Assoc.
Reconciliation Summary
Union Bank & Trust, Period Ending 12/31/2020

	<u>Dec 31, 20</u>
Beginning Balance	38,562.31
Cleared Transactions	
Checks and Payments - 19 items	-25,301.47
Deposits and Credits - 7 items	15,822.31
Total Cleared Transactions	<u>-9,479.16</u>
Cleared Balance	<u>29,083.15</u>
Uncleared Transactions	
Checks and Payments - 6 items	<u>-1,472.46</u>
Total Uncleared Transactions	<u>-1,472.46</u>
Register Balance as of 12/31/2020	<u>27,610.69</u>
Ending Balance	27,610.69

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