



Board of Directors Meeting Minutes

July 11, 2019

Present: Mary Forte – President
Mike Engle – Vice President
Jennifer Gilmore – Director
Chanel Hammer - Director

Patricia Kinsey – Treasurer
Brenda Landes – Secretary
Gail Macik – Director

Guests: P Jay Fetner invited for show committee discussion

1.0 Meeting Opening:

1.1 A meeting was held via telephone conference call and commenced at 7:07 PM. Mary Forte called the meeting to order.

2.0 Business:

2.1 Board of Directors.

2.1.1 The newly elected Directors discussed positions on the Board, and a slate as shown above was submitted and voted upon. All Directors approved the slate. None opposed.

2.2 Treasurer Report.

2.2.1 June treasurer's report provided was not up to date. Patricia sent out updated reconcile and detail for Board to review immediately following the meeting.

2.2.2 The reconciliation summary is correct with Union Bank.

2.2.3 All VAOBA Treasurer accounts have been transferred from Glen Kirby to Patricia Kinsey.

2.2.4 Patricia noted that one new member had joined. Current membership is 45 farms.

2.3 Meeting Minutes.

2.3.1 Meeting Minutes were distributed prior to the meeting. No vote of approval was taken.

2.4 Secretary Report.

2.4.1 Sustainable Alpaca Business Seminar has gone out via Mail Chimp.

2.4.2 Website is updated by Dawn White, and she will submit to VAOBA FB page per Mary.

2.4.3 Mary requested someone to make a brochure for the VAOBA Show so that she can bring flyers to the AOA Fleece Conference next week. Mike indicated that he would ask Glo if she could help.

2.5 Show Report.

- 2.5.1** Jay Fetner led the discussion and explained the Show Committee proceedings. Four members of the Board serve on the Show Committee. He explained that these four Directors would be able to vote on behalf of the BOD if there was need for a vote and a unanimous vote by these Directors would serve as a quorum; however, the committee is generally run by consensus.
- 2.5.2** There will be a calendar of events updated each month, which will be provided to Board members that are not on the Show Committee. Others are welcome to be involved in an activity of interest.
- 2.5.3** The show is to be two shows in one weekend, with halter, walking fleece, fleece show.
- 2.5.4** The change in venue presents opportunity for new vendor groups, new public exposure, more exhibitors.
- 2.5.5** Herdsire auction, paint party, youth – showmanship & obstacle (performance) is planned. The Youth Committee has obstacles for use.

2.6 New Business.

- 2.6.1** No new business.

3.0 Adjournment.

- 3.1** Meeting was adjourned at 8:14 PM.
- 3.2** Next meeting will be held on Thursday, August 8 at 7:30 PM.

Respectfully Submitted by Brenda Landes, VAOBA Secretary

3:36 PM
07/11/19

Virginia Alpaca Owners & Breeders Assoc.
Reconciliation Detail
Union Bank & Trust, Period Ending 06/30/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						36,782.58
Cleared Transactions						
Checks and Payments - 6 Items						
Check	06/07/2019	2072	Don Tompkins	X	-1,000.00	-1,000.00
Check	06/18/2019	2073	Fredericksburg E...	X	-5,000.00	-6,000.00
Check	06/18/2019	2074	AOA	X	-150.00	-6,150.00
Check	06/19/2019	2075	Mary's Alpacas	X	-307.00	-6,457.00
Bill Pmt -Check	06/21/2019	Credl...	Quickbooks	X	-219.95	-6,676.95
Bill Pmt -Check	06/26/2019	Credl...	Fredericksburg E...	X	-747.06	-7,424.01
Total Checks and Payments					-7,424.01	-7,424.01
Deposits and Credits - 4 Items						
Deposit	06/02/2019			X	400.00	400.00
Deposit	06/07/2019			X	184.86	584.86
Deposit	06/25/2019			X	85.15	670.01
Bill Pmt -Check	06/26/2019	debit ...	Fredericksburg E...	X	0.00	670.01
Total Deposits and Credits					670.01	670.01
Total Cleared Transactions					-6,754.00	-6,754.00
Cleared Balance					-6,754.00	30,028.58
Uncleared Transactions						
Checks and Payments - 2 Items						
Bill Pmt -Check	06/26/2019	2077	Don Tompkins		-500.00	-500.00
Bill Pmt -Check	06/26/2019	2076	Brenda Landes		-242.06	-742.06
Total Checks and Payments					-742.06	-742.06
Total Uncleared Transactions					-742.06	-742.06
Register Balance as of 06/30/2019					-7,496.06	29,286.52
New Transactions						
Checks and Payments - 2 Items						
Bill Pmt -Check	07/07/2019	2078	Able Printing		-60.00	-60.00
Bill Pmt -Check	07/09/2019	2079	Jay Felner		-220.50	-280.50
Total Checks and Payments					-280.50	-280.50
Deposits and Credits - 3 Items						
Deposit	07/09/2019				100.00	100.00
Deposit	07/09/2019				100.00	200.00
Deposit	07/11/2019				85.15	285.15
Total Deposits and Credits					285.15	285.15
Total New Transactions					4.65	4.65
Ending Balance					-7,491.41	29,291.17

VAOBA Education Committee

Minutes from July 3, 2019 Meeting

Members Present: Dave & Teri Grembi & Brenda Landes

1. **Follow up VAOBA annual meeting.**
 - a. **ACTIONS:**
 - i. Dave will send a copy of the Essential Oils and Alpacas power point presentation to Brenda, and she will ensure it is posted on the VAOBA website.
2. **September Sustainable Alpaca Business seminar.** There was discussion regarding the fees for attending the seminar, with focus on having a third fee tier for guests at a significantly reduced price. There was also a good discussion regarding promotion of the seminar to VAOBA and non-VAOBA alpaca owners.
 - a. **ACTIONS;**
 - i. Dave will send Brenda copies of the signed agreements from our speakers, and she will follow up to get Mary's signature on each of them.
 - ii. It was agreed that the reduced fee for guests (people who do not currently own alpacas, but are interested in purchasing some) is seen as a benefit to VAOBA members who are trying to sell animals. The fee structure recommended by this committee is as follows: VAOBA Alpaca Owners \$125 & \$75 for other members of same farm; Non-VAOBA Alpaca Owners \$150 & \$100 for other members of farm; Guests \$50. Brenda will follow up regarding on-line registration and payment at the VAOBA website to be set up as soon as possible.
 - iii. Promotion of this seminar is important because it is a value to members and is needed to cover the costs associated with the seminar. Brenda will follow up with Chanel, who indicated at the annual meeting she would send this seminar information to surrounding state alpaca organizations. Other forms of promotion include e-blasts, AOA website, Openherd and Facebook (encourage VAOBA members to post details on their own sites). Brenda has over 300 farms on her list and will send the e-blasts to them several times prior to the seminar. Dave will follow up with AOA to get it posted on their site. Brenda will make sure the seminar details are posted on the VAOBA website.
 - iv. Dave will follow up with Karl Heinrich regarding details of his fiber pick-up offer, then Brenda will include this information in the e-blasts, etc.
3. **Education Survey for 2020.** It was noted that the Education Committee intends to send another survey to members this fall requesting their feedback on possible 2020 education events.
4. **November Alpaca Show.** There was discussion regarding the 2019 Show. The Education Committee is supportive of Jay's presentation at the annual meeting. That included providing continuous education for the general public in classroom 1, and "Ask the Vet" continuous education for alpaca owners, vendors, and general public in classroom 2.

a. ACTIONS

- i. Teri will begin producing a looping power-point presentation for Classroom 1. She will also contact AOA regarding videos, pamphlets, brochures, etc. with information for general public. She will also develop display posters that will be placed on the floor promoting the education events.
- ii. Brenda will follow up with the BOD and/or Patty Fuller regarding the contract with the VA Tech Vets to ensure they have agreed to be available continuously in Classroom 2.
- iii. Dave, Teri and Brenda will develop a list of “Do’s and Don’ts” for general public attending the show; and they will also develop some suggested “key words” that alpaca owners can use with the general public as needed.
- iv. The Education Committee is not aware of resources needed by the Youth coordinators. Brenda will follow up with the BOD.
- v. The BOD will need to address whether the Show Committee can offer other educational presentations. According to the member survey in 2019 there was not a desire for education events during the show. Brenda will address this with the BOD.
- vi. Dave and Teri will follow up with TX-Olan regarding their education model to begin discussions of the education format for the 2020 Show. They will also include this on the fall education survey sent to members.