



Board of Directors Meeting Minutes

November 7, 2019

Present: Mary Forte – President Patricia Kinsey – Treasurer NO
Mike Engle – VP Brenda Landes – Secretary
Gail Macik – Director NO Chanel Hammer – Director
Jennifer Gilmore – Director NO

Guests: Donna Higgason invited for show committee discussion

1.0 Meeting Opening:

1.1 A meeting was held via telephone conference call and commenced at 7:31 PM. Mary Forte called the meeting to order.

2.0 Business:

2.1 Meeting Minutes.

2.1.1 Chanel made a motion to approve Board Minutes from October 3. Seconded by Mike.

2.2 Show Committee Report.

2.2.1 Mike asked if there's anything as a priority that Donna needs Board to address for the show.

2.2.2 Donna indicated that someone is needed for farm store on Friday to set up, and on Saturday until 1:30 PM. Mary volunteered herself and her daughter to be there on Friday. Need to insure that items are priced and tagged for sale.

2.2.3 Donna called Patricia to indicate that the store person would need a Square or something to take payments. Checks need to be mailed 30 days after the show.

2.2.4 There needs to be a written ledger to keep track of product and what sells.

2.2.5 There are 4 tables and 2 chairs. We have someone working for Saturday afternoon and Sunday.

2.2.6 Number of alpacas registered so far: 182 in one show. 180 in other show. There are 16 incomplete one show, and 13 incomplete in the other show. Hope to have 200 each show.

2.2.7 Someone needs to take carpet and trailer home after show. Carpet is currently on a flatbed backhoe trailer. Chanel offered their trailer to be used to transport the carpet. It needs to be stored somewhere, and it will require a forklift to get the carpet off of the trailer. VAOBA needs to find a storage facility if no one has space. Mike offered to make arrangements if Chanel can store for a week or two.

2.2.8 VAOBA trailer will be delivered by Glen to the show – 12 or 14' long. Has fleece boxes, lights, obstacles, extension cords, etc. stored in it. VAOBA trailer needs to be stored at someone's house.

- 2.2.9** 17 vendors currently. Floor plan is done. Bedding will come from Laura Hineman. Donna ordered some signage for parking. A banner has been ordered for fence – Alpaca Show.
- 2.2.10** Randy cannot do auction. An auctioneer has been hired. Patty Fuller will be the commentator. 20 auction items – 8 herdsires. Hope for \$16K. Donna not happy with the Openherd auction process.
- 2.2.11** There's been a change in venue manager from Marlene to Tiger. Marlene was going to throw in several things that Tiger isn't. The dinner night was a problem.
- 2.2.12** Mary asked if one of our members who plays acoustical guitar would welcome to play. It would be good if he can come around 4 PM Saturday. Cocktails and dinner will start at 5 PM, with Auction at 5:30 PM.
- 2.2.13** Looks like we'll break even or better on show. 400 animals registered due to the double show.

2.3 Treasurer Report.

- 2.3.1** Treasurer's report will be forthcoming.

3.0 Adjournment.

- 3.1** Meeting was adjourned at 8:08 PM.
- 3.2** Next meeting will be held on Thursday, December 5 at 7:30 PM.

Respectfully Submitted by Brenda Landes, VAOBA Secretary

8:44 PM
11/07/19

Virginia Alpaca Owners & Breeders Assoc.
Reconciliation Detail
Union Bank & Trust, Period Ending 10/31/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						47,087.14
Cleared Transactions						
Checks and Payments - 9 items						
Bill Pmt -Check	09/16/2019	2089	Selle Design Group	X	-200.00	-200.00
Bill Pmt -Check	10/02/2019	2091	Selle Design Group	X	-440.00	-840.00
Bill Pmt -Check	10/09/2019	2092	Farm Family Cas...	X	-901.00	-1,541.00
Bill Pmt -Check	10/16/2019	2093	Hanover Veterina...	X	-250.00	-1,791.00
Bill Pmt -Check	10/25/2019	Debit...	Lowe's	X	-498.53	-2,289.53
Bill Pmt -Check	10/28/2019	Debit...	AOA	X	-142.38	-2,431.91
Bill Pmt -Check	10/29/2019	Debit...	Bang Music Inc.	X	-90.00	-2,521.91
Check	10/30/2019		Bell Vue Farm	X	-170.00	-2,691.91
Bill Pmt -Check	10/31/2019	Debit...	AOA	X	-60.03	-2,751.94
Total Checks and Payments					-2,751.94	-2,751.94
Deposits and Credits - 7 items						
Deposit	10/01/2019			X	730.77	730.77
Deposit	10/08/2019			X	262.54	993.31
Deposit	10/08/2019			X	2,308.08	3,301.39
Deposit	10/14/2019			X	450.00	3,751.39
Deposit	10/25/2019			X	5,239.55	8,990.94
Deposit	10/27/2019			X	200.00	9,190.94
Deposit	10/30/2019			X	2,139.11	11,330.05
Total Deposits and Credits					11,330.05	11,330.05
Total Cleared Transactions					8,578.11	8,578.11
Cleared Balance					8,578.11	55,665.25
Uncleared Transactions						
Checks and Payments - 2 items						
Bill Pmt -Check	10/25/2019	2101	Cheryl Dewitt		-150.00	-150.00
Bill Pmt -Check	10/26/2019	2103	Fredericksburg E...		-10,000.00	-10,150.00
Total Checks and Payments					-10,150.00	-10,150.00
Total Uncleared Transactions					-10,150.00	-10,150.00
Register Balance as of 10/31/2019					-1,571.89	45,515.25
New Transactions						
Checks and Payments - 2 items						
Bill Pmt -Check	11/05/2019	Debit...	Vista Print		-320.15	-320.15
Bill Pmt -Check	11/07/2019	Debit...	Square		-21.06	-341.21
Total Checks and Payments					-341.21	-341.21
Deposits and Credits - 2 items						
Deposit	11/04/2019				7,807.61	7,807.61
Deposit	11/05/2019				3,223.74	11,031.35
Total Deposits and Credits					11,031.35	11,031.35
Total New Transactions					10,690.14	10,690.14
Ending Balance					9,118.25	56,205.39

Note: This Treasurer's Report was reviewed and approved at the December 5, 2019 Board of Director's Meeting.