

VAOBA BOARD Meeting
Minutes – April 11, 2015
FACE TO FACE MEETING
Lexington, VA

John Hanna
Donna Higgason
Pat Hamilton
Eric Evans
Glen Kirby
Debbie Bailey
Ed Fincher

Meeting Called to Order at 9:20 a.m.

Minutes – Ed makes the motion to accept the March 2015 minutes – Glen seconds - all in favor – motion carried.

Treasurer – Glen provided the attached reports for the meeting. Ed makes the motion to accept the Treasurers Report – John seconds – all in favor – motion carried.

Education Committee – Glen sent the check to Wini Labrecque and signed the contract for the Annual Meeting Seminar.

Fiber Committee – no report.

Marketing & Membership Committee –

Show Committee – no report.

OLD BUSINESS

1- **QUICKBOOKS** - John Hanna suggests we accept Dale Campbells bid to review the books. John thinks this is a good time to discuss the awkward inconsistency between our fiscal year and the election. The new treasurer would take over in the middle of the year. Ed thinks we may have to trust the treasurer to assist the new treasurer because the change of officers takes place in June. John adds that it is a matter of good practice to have the fiscal evaluation once a year.

Debbie asks why we should do this every year at a cost of \$2000-\$3000. John thinks that the review will be less expensive the next year. John thinks we should consider dropping to the lower level review. Donna asks if we should change and let this person do our taxes. Debbie says if your accountant looks at your books and something needs to be changed it could be done at a later time. Debbie thinks once this is completed the liability goes to the person who accepts the books (the treasurer). It would give the board assurance.

Glen asks if there would be a review in February 2017 for 2016. Ed suggests that first we we do the audit for the entire 2013. Let's not worry about the future

at the moment. Let's wait until the audit is over and then discuss if we want to do it annually. Ed suggests we suspend the discussion about future audits and pick up the conversation at a later time.

Debbie says we should check to make sure the Chart of Accounts is correct.

Ed makes a motion that we audit 2013 – Glen seconds – all in favor – motion carried.

Ed makes a motion that we accept the bid – Donna seconds – all in favor – motion carried.

Please add to a future agenda to tackle the discussion of future audits.

2- **SHOW BUDGET** – Pat asks if we could get the actual costs vs. the budget for the last show. Glen says he can get this together. John thinks there needs to be a better way to pay for show expenses. Debbie thinks credit cards for show expenses would provide us with a better accounting of expenditures. The actual expenses that have occurred need to be reported to the Board. Debbie asks John what he did at his other group where he served as Treasurer. John wrote all of the checks at his prior organization. Debbie says you can go online and view credit card accounts daily. John thinks that the way we are operating now leaves gaps between Judy & Glen. The budget is the lowest level of scrutiny – then you can look at expenses and decide if the budget worked.

Eric asks Glen if he minded writing all of the checks for the show.

Debbie asks if it is discussed in the show committee meeting by line item. Donna says Judy has always made the budget and present it to the Board. John says we need a document like the budget that we get month to month showing actual costs. John says it will show what we planned and what actually happened.

Someone suggests we hold the final payments to the show coordinator and show super until we get an "End of Show Report". The report should be "how it goes" - these are the things that went well and these are the things that went badly. Ed asks if we should better define what we would like to see in the "End of Show Report".

Donna asks how we determine when to cut off the early bird registration. John says if we had the actual figures we could easily determine whether to extend the early bird registration.

Ed sums it up by saying, there are 2 things we are discussing.

1- Glen providing the actual show costs for the 2014 EXPO and for 2015 providing actual show costs monthly and perhaps more often in Oct/Nov/Dec 2015.

2- Judy providing the budget and planning and then providing Glen with actual costs as we go along.

John suggests that we propose to Judy that we want 400 animals and 100 fleeces and then ask her to put numbers to those counts. Eric suggests we give Judy our new items for the budget for this year.

John suggests we contact AOA to find out what percentage of our membership need to be AOA members also. Ed volunteers to find out about the percentages.

Ed makes the motion we accept the 2015 VAOBA EXPO estimated budget. Glen seconds – all in favor – motion carried.

3- **BUDGET FOR THE ANNUAL MEETING** - Debbie asks if we should continue to prepare a budget in April for the fiscal year 1/1/2015 – 12/31/2015. Johns explains that this is the right time of the year – we are preparing a budget for the new Board.

NEW BUSINESS

1- **SHOW JUDGES** - Sue Ives checked to see if the judges we talked about at the last meeting were available. Ed makes the motion that we hire Ken Hibbitts as our female halter judge – Donna seconds – all in favor – motion carried. The judges are:

Kathy Klay – halter males

Ken Hibbitts – halter females

Wini Labrecque – fleece show judge

2- **WEBSITE** – Ed wants to start working with Sue Ives on the website. He wants the Board to open up the blog sections of the website. Donna makes the motion for Ed to work on the website – Ed seconds – all in favor – motion carried.

3- **VIRGINIA GROWN** - the Dept of Agriculture has an agri-tourism sign for liability. They will send your farm 2 banners if you contact them. Ed asks that VAOBA participate in Virginia Agricultural Events such as the State Fair and Field Days of the Past. Glen makes the motion – Donna seconds – all in favor – motion carried.

4- **EDUCATIONAL GRANTS** – Debbie provided paperwork for educational grants. Ed proposes that this be for Virginia farms only and for seminars only. Eric asks that everyone look it over for discussion at the May meeting. He wants to present this new program at the Annual Meeting in June and he wants it on the VAOBA website. Eric also suggests we have a maximum amount that a farm can request.

Donna makes a motion to adjourn – Ed seconds – all in

favor-motion carried. Meeting adjourned at 2:15 p.m.
The next meeting will be 5-4-2015.