



# Board of Directors Meeting Minutes

June 17, 2017

Present: Deborah Bailey – President  
Aimee Matheny – Treasurer  
Burt Benson – Director  
John Conlon – Director At Large

Jim Beck – President Elect  
Brenda Landes – Secretary  
Mary Forte – Director At Large

## 1.0 Meeting Opening:

1.1 The newly elected Board met for its regular meeting at the end of the VAOBA Annual Meeting, which was held at the Holiday Inn Monticello at 1200 Fifth Street SW, Charlottesville, VA.

## 2.0 New Business:

2.1 **Briefing on prior Board decisions and current financial commitments:** A number of decisions and financial commitments already made for VAOBA EXPO. New Board to honor these commitments. Deborah to provide detailed information to Board when received.

2.1.1 Expo is the largest money maker for the organization. Show sponsorships are extremely important. The Show Committee manages the show. The Board may decide how show profit should be allocated

2.2 **VAOBA Bylaws.** Board Members were provided a copy of the current VAOBA Bylaws.

2.3 **Special Meetings.** Board may call a Special Meeting at any time of year, with advance notice per the Bylaws.

2.4 **Roberts Rules of Order.** Reviewed that Roberts Rules of Order are used for meetings.

2.5 **Board Meeting Venue.** Regular Board meetings will be held via telephone conference. A motion was made by John Conlon to have Deborah research and recommend a free telephone app. Motion seconded by Brenda Landes.

### 2.6 Strategic Goals.

2.6.1 Make small farms most important, as small farms make up the majority of farms of the membership.

2.6.2 Conduct a survey to find out what's important to the membership.

2.6.3 Consider additional subjects such as fiber models, terminal markets, and commercial herds.

### 3.0 Committee & Other Reports:

**3.1 Committee Liason Discussion.** There are five committees within the VAOBA organization. Each committee needs to have a Board Member Liason and members. The following Board members agreed to serve as liason and recruit members:

**3.1.1 By Laws Committee.** Mary Forte will serve as liason.

**3.1.2 Fiber Committee.** Brenda Landes will serve as liason.

**3.1.3 Show Committee.** Jim Beck will serve as liason.

**3.1.3.1** Expo is the largest money maker for the organization. Show sponsorships are extremely important.

**3.1.3.2** The Show Committee manages the show. The Board may decide how show profit should be allocated.

**3.1.4 Membership Committee.** John Conlon will serve as liason.

**3.1.5 Education Committee.** Aimee Matheny will serve as liason.

**3.2 Website & Publicity Discussion.** Website is presently hosted through Openherd. Board will need to decide how to handle the website and content. **VAOBA** received good press from the AOA Director's visit for the Annual Meeting. Need to take advantage of the press; embed stories into website and send to National AOA for added exposure.

**3.3 Committee Reports.** A committee report needs to go to the Secretary each month. These will get added to the monthly meeting minutes for the following month.

### 4.0 Financial Report:

**4.1 Financial Review.** The financials were presented at the 2017 Annual Meeting just prior to this meeting of the Board.

**4.2 Overview of Commitments for EXPO.** The Meadows Event Park has been reserved. The Event Coordinator, Superintendents, and Judges have been selected and contracts signed.

**4.3 Transition of Funds to New Treasurer.**

**4.3.1 Accounts.** There are two accounts: VAOBA and Show. There is also a credit card account.

**4.3.2 Transfer to New Bank.** The Board discussed transfer of the funds from the Wells Fargo Bank to another bank or credit union.

**4.3.2.1** A motion was made by Mary Forte to give Aimee permission to research and make a bank recommendation. Motion seconded by John Conlon.

**4.3.2.2** A motion was made by Mary Forte to allow the Board to utilize on-line voting to approve the recommendation. Motion seconded by John Conlon. "Reply to All" required for voting.

## **5.0 Meeting Wrap**

**5.1 Next Meeting:** Wednesday, July 5, 2017 at 7 PM

**5.2 Adjournment:**

Respectfully Submitted, Brenda Landes

## Virginia Alpaca Owners &amp; Breeders Assoc.

## Reconciliation Detail

Wells Fargo (main), Period Ending 06/30/2017

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						37,694.13
<b>Cleared Transactions</b>						
<b>Checks and Payments - 6 items</b>						
Check	06/12/2017	draft	Bank Charge	X	-76.00	-76.00
Check	06/12/2017	draft	Constant Contact	X	-45.00	-121.00
Check	06/12/2017	draft	AT Conference	X	-41.61	-162.61
Check	06/15/2017	draft	Godaddy.com	X	-103.02	-265.63
Check	06/19/2017	draft	Intuit Quickbooks	X	-10.00	-275.63
Check	06/22/2017	draft	Holiday Inn Monticello	X	-1,154.06	-1,429.69
Total Checks and Payments					-1,429.69	-1,429.69
<b>Deposits and Credits - 3 items</b>						
Deposit	06/06/2017			X	387.20	387.20
Deposit	06/13/2017			X	700.00	1,087.20
Deposit	06/14/2017			X	193.60	1,280.80
Total Deposits and Credits					1,280.80	1,280.80
Total Cleared Transactions					-148.89	-148.89
Cleared Balance					-148.89	37,545.24
Register Balance as of 06/30/2017					-148.89	37,545.24
<b>Ending Balance</b>					<b>-148.89</b>	<b>37,545.24</b>

8:23 PM

02/20/18

# Virginia Alpaca Owners & Breeders Assoc.

## Reconciliation Detail

Wells Fargo (show), Period Ending 06/30/2017

---

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						5,306.46
<b>Cleared Transactions</b>						
<b>Checks and Payments - 1 item</b>						
Check	06/30/2017			X	-14.00	-14.00
Total Checks and Payments					-14.00	-14.00
Total Cleared Transactions					-14.00	-14.00
Cleared Balance					-14.00	5,292.46
Register Balance as of 06/30/2017					-14.00	5,292.46
<b>Ending Balance</b>					<b>-14.00</b>	<b>5,292.46</b>