

ALSA Monthly BOD Meeting

January 13, 2015

(All times posted are EST, if not noted)

Call to order: 8:04 PM E.S.T.

Next Board Meeting:

Tuesday February 10, 2015; 8:00 pm EST

(All times posted are EST, if not noted)

Roll call:

President:	Kitty Tuck-Hampel
V. President:	Susan Leslie
Treasurer (Non Board)	Patti Wattigney (not in attendance)
Secretary:	Terese Evenson
Board Members:	Debbie Andrews
	Charles Poillion
	Paul Schwartz
	Jim Doyle

Office Business:

Robin Turell, Office Manager:

BOD Meeting Office Report January 13, 2015

1. Membership

There are new membership applications coming in for 2015, both renewals and new memberships.

As of right now for 2015 we have:

- 111 LIFE TIME members *(we added 2 more LIFE members for 2015)* Welcome Kathy Devaul and Vicki Sundberg/David Smith!
- 85 regular memberships *(which is increased from the last meeting of 61 memberships. This number is growing each day. At this time last year we had 30. I am currently processing 7 more that came in over the weekend.)*
- 30 youth memberships *(which is increased from the last meeting of 26 youth memberships. This number is growing each day. I am currently processing 8 more that came in over the weekend.)* At this time last year we had 33.
- 50 Judges Dues paid. I am working with Ken Forster on this amount.
- Our total membership so far for the 2015 year is 241.

There will be an email blast going out this month reminding everyone to renew their dues for 2015.

2. Shows

There are currently 17 shows sanctioned for 2015. *(which is increased from the last meeting of 8 shows)* Last year at this time we had 14 sanctioned shows.

3. ALSA website

I met with our webmaster and I believe have fixed everything on the website. The points are accumulating nicely as are the awards list ROM, Champion, etc. I am checking with some exhibitors about certain problems they have had and I welcome anyone else that knows of an error on the current website to let the ALSA office know.

The office needs approval to renew the Carbonite membership.

Charles makes a motion to approve the Office's renewal of ALSA's Carbonite membership.

Susan seconded the motion

Motion carried

Susan makes a motion to accept the Office Report

Debbie seconded the motion

Motion carried

Treasurer's Report:

(Non BOD) Patti Wattigney

Treasurer Report for the Month of December 2014

- 1) All bank accounts have been reconciled
- 2) The Office Contract/Expenses includes 5 months of expenses
- 3) The GN Show Expense includes the balance due on the facility.

Current Assets

Checking Accounts	\$	21,268
Investment Account		45,705
Cash Memorials		<u>3,914</u>

Total Current Assets \$ 70,887

Liabilities

Accounts Payable 0

Total Liabilities 0

Equity \$ 70,887

Total Liabilities & Equity \$ 70,887

Cash Balance on Hand November 30, 2014 \$ 84,864

Receipts

Membership Revenue	\$	3,775	
Show Fee Revenue		1,127	
Grand National Sponsorship/Vendor Fees		0	
Regional Entry Fees		870	
Judge / Judge Clinic Fees		1,950	
Other Revenue		510	
		<u>510</u>	
Total Receipts	\$		8,232

Disbursements

Grand National Expenses		11,860	
Regional Show Expenses		1,950	
Corporate Renewal		365	
Bank / Credit Card Fees		174	
Office Contract/Expenses		4,334	
Judge Clinic Expenses		710	
Election Committee		0	
BOD Expenses		1,291	
Website Expenses		1,525	
		<u>1,525</u>	
Total Disbursements	\$		<u>22,209</u>
Balance on Hand December 31, 2014	\$		<u><u>70,887</u></u>

Terese makes a motion to accept the Treasurer's Report as written.

Paul seconded the motion

Motion carried

Old Business:

A) "In Memorium" section of the handbook for ALSA Lifetime Members.

Kitty and the Handbook Committee will work throughout the year to have this appear in the 2016 Handbook.

B) Action of a Board member sending out a survey without the BoD's knowledge or consent.

I (Charles) make a motion to send this letter sent 12-29-14:

Hello,

I am [NAME REMOVED] an ALSA board member. I am taking an independent survey of the ALSA judges to see if you would like to be able to pick your own chair and liaison to the board.

This is a blind survey so that your vote is not divulged.

Question

Do you want to be able to choose your chair and liaison for the judges committee?

The answer would be YES -----NO-----MAKES NO DIFFERENCE-----

Thanks for your input for this very important change.

Please reply to [SENDER'S EMAIL ADDRESS]

Any questions you may call me at [SENDER'S PHONE NUMBER] at anytime.

[NAME REMOVED]

and all other correspondence to the Ethic Committee to get a ruling if the board's member broke the standing rule:

Refer to pg 160 Section 5. Communications

(d), All letters, replies, and communications sent out by the President and/or any BOD Member must first be reviewed **and approved by the BOD.**

And until we get a ruling from Ethic Committee, all communications we be sequestered.

Terese seconded the motion

Four Yes - Two No

Motion carried

Jim makes a motion to allow the Judges Committee to choose their own Liaison and Chair, effective July 1st, 2015.

Motion could not go through, due to previous motion.

****Point of order***

C) Reimbursement of the 2013 Midwest Regional and letter from Superintendent.

Jim makes a motion to approve Patti's reimbursement to Mr. LaMorte.

Susan seconded the motion

Motion carried

D) Handbook revisions.

E) Cutoff date for submission to the agenda is 7-days prior.

New Business:

A) Email from Barb Baker (received 1-6-15) regarding the Camelid Community's Jamboree.

This is a wonderful opportunity to promote ALSA, and llamas, within the Camelid Community.

Paul makes a motion to promote the event through our website, Showring, email blasts and all other media available to our members.

Susan seconded the motion

Motion carried

Kitty has permission to contact Barb Baker immediately, to get information and materials regarding the event.

B) Letter received regarding protest. (received 1-8-2015)

***Charles makes a motion to accept the terms of the letter.
Charles rescinds his motion.***

President will send a reply from the Board of Directors.

C) Letter received from Sarah McGovern (received 1-8-15)
Kitty will call Ms. McGovern.

Committee Reports:

1) Alpaca Committee: (liaison: Susan Leslie)
Chair: Deb Yeagle

I send in my alpaca report several months ago to add Cyndi Ernst And Mary Reed It was brought to my attention it has not been published Can we please get them posted on the ALSA site Thank you and Merry Christmas Deb

Sent from my iPhone

***Charles makes a motion to accept the Alpaca Committee Report
Debbie seconded the motion
Motion carried***

2) Election Committee: (liaison: Jim)
Chair: Lougene Baird

EC members have commented on the suggestion from the member at large that you forwarded to the EC.

See your email at the end of this string.

Committee comments were

- an open forum would lead to political discord and maybe even name calling.
- not be a function of the E C.
- the EC could get caught up on controversy - bad thing
- I have always just contacted a candidate if I had questions about their position on an issue.
- ALSA BOD should encourage voters to call candidates.
- Why can't the concerned members contact the candidates themselves?
- Appropriate for the Nomination Committee to manage

Thanks, hope you holidays went well.
Lougene

Hi Jim,

I have thought about this for a while, wondering how the membership would be better able to make an informed decision about candidates running for the ALSA Board of Directors & finally came up with

this idea. Please consider offering the membership a chance to question candidates running for the Board of Directors through the ALSA website. Anonymous questions can be presented to the candidates through Robin at the ALSA office & she can then present the questions along with the answers of each candidate on the website. This would allow the members some insight into what the candidates stand for. With everyone's busy lives, this would allow easy access to one central location to have questions answered. The questions would be presented & posted as soon as they are sent in, with quick responses. How many times have you read a biography but wondered more about what a candidate stood for?

In my opinion this would be a beneficial tool for the membership.

Thank you for the consideration

Charles makes a motion to accept the Election Committee Report

Susan seconded the motion

Motion carried

- 3) Ethics: (liaison: Susan)
Chair: Cheryl Lambert

No report

- 4) Fleece Committee: (liaison: Terese)
Chair: Cindy Ruckman

Discussed Finished Products point allocations.

- 5) Finance & Budget Committee: (liaison: Jim)
Chair: Patti Wattigney

Covered under Treasurer's Report

- 6) Grand National Committee: (liaison: Kitty)
Chair/Superintendent: Glenna Overmiller

I have a fiber coordinator and a performance coordinator and I will need Board approval. I am still working on a halter coordinator. Susan is supposed to be sending the key and directions to the storage unit in Park City. I will be going there to pick up the leftover ribbons and do a count so we will know how many we will need.

Fiber Coordinator---Patti Morgan

Performance Coordinator---Cheryl Juntilla

Thank you,

Glenna Overmiller

GN Chair/Superintendent

Show Committee Chair

Jim makes a motion to accept the Fleece and Performance Coordinators.

Paul seconded the motion

Motion carried

Kitty has permission to notify the Chair ASAP of Coordinator approval.

Charles makes a motion to accept the Grand National Report.

Debbie seconded the motion

Motion carried

7) Handbook Committee: (liaison: Paul)

Chair: Marcie Saska Agnew

Paul would like permission to forward all changes and submissions immediately to the Committee.

8) Judge's Committee: (liaison: Terese)

Chair: Ken Forster

Dear ALSA BOD,

I am responding to the board on the issue of Tami Lash's fiber certification at the request of the Judges Committee chair Ken Forster. I am filling in for him for several weeks while he cares for his wife Nancy during her recovery.

The position of the Judges Committee is that Tami's fiber certification should be effective the same date as her halter and performance certification which was approved by the board on March 13, 2014 making that the effective date.

Hank Kauffman

www.hkauffman.com

January 2015 Judges Committee Report: 01-08-2015

1) All Judges Committee members are current on 2015 ALSA Dues. Committee members are from four ALSA Regions (Buckeye, Great Lakes, Rocky Mountain and Southwestern). One member is an Alpaca and Fleece Judge.

2) In response to the board on the issue of Tami Lash's Llama Fiber certification date for becoming an Apprentice Accepting Judge.

The position of the Judges Committee is that Tami's Llama Fiber Apprentice Accepting date should be effective five years from the same date that her Halter and Performance certification was approved by the BOD. That date being March 13, 2014 making March 2019 the effective date of becoming an Apprentice Accepting Judge.

Paul makes a motion to accept #1 and approve #2 of the Report

Charles seconded the motion

Motion carried

3) It has come to our attention that there are several Llama Fleece Apprentices that should have finished their apprenticeships and attended an Advanced Llama Fiber Clinic by the end of 2014. They have completed their apprenticeships; however since there was no Fiber Clinic scheduled in 2014 we ask that their apprenticeships be extended thru 2015 giving them time to attend a clinic.

Susan makes a motion to approve #3 of the Report

Debbie seconded the motion

Motion carried

4) As Judges Committee Chair; I personally have spent at least 150 hours scanning all paper judges' files to electronic files. Many files were very incomplete. To recreate more current files for each judge I have done the following.

A) Reviewed all ALSA minutes back to January 1, 2011 in order to document dates of Certification, Recertification, Approval as Apprentice Judge, Reinstatement as a Judge and fast tracking of a judge.

Minutes were electronically copied and documented in each judge's file accordingly.

B) Copied clinic reports from Clinic Report File (2013 & 2014) and placed a copy in the file of each judge that attended the clinics.

C) Requested from the ALSA Office electronic copies of Judge Evaluation forms that were received by the office (2014) and placed a copy in the Judge's individual file.

5) The electronic files will be backed up with the Committee Chair and the ALSA President having the password. From this date forward the hard copies should no longer be needed and have been placed in a sealed tote for storage.

6) Upon the change of Committee Chair the following would happen.

a) Current Chair would make sure any recent items were filed electronically.

b) Current Chair would notify New Chair and the President that files were current and give New Chair the current password.

c) New Chair or President would then change password.

d) There would be no need to ship 90+ pounds of paper files from one Chair to the next.

Charles makes a motion to accept #4, #5 and #6 as written

Jim seconded the motion

Motion carried

7) In order to help keep Judge's files current we request that as Apprentice Application Forms and Judge Evaluation Forms are received at the ALSA office they be copied electronically and be forwarded to the Judges Committee Chair on a timely manner in order to be placed in the Judge's File.

Paul makes a motion to approve as written

Charles seconded the motion

Motion carried

8) Clinic Manual and forms all need updating due to rule changes that have been made over the years. Committee will be working on these materials.

Charles makes a motion to accept #8 as written.

Terese seconded the motion

Motion carried.

9) Attached is list of 2015 ALSA Judges Eligible to judge ALSA Grand National & ALSA Regional Shows with 2014 judges noted.

NOTE: Judges in **Red** are suspended until dues are paid. If not paid by Feb 1st they are suspended for the year per ALSA Handbook.

10) Attached is list of Instructors that were approved by the committee for 2015 and are being submitted to the board for approval.

NOTE: Judges in **Red** are suspended until dues are paid. If not paid by Feb 1st they are suspended for the year per ALSA Handbook.

Paul makes a motion to table #9 and #10 until after the Feb. 1st deadline.

Jim seconded the motion

Motion carried

12) Request BOD to give us approval to release information concerning items 2 and 3 ASAP after BOD meeting and not require us to wait until minutes are released.

Paul makes a motion to accept #12 as written.

Jim seconded the motion

Motion carried.

Ken Forster Chair

Mary Reed

Barb Harris

Hank Kauffman

Tor Sorenson

Committee member approvals of above report to be sent to BOD:

Mary: I approve the January Judges' Committee report as presented. I wish to commend Ken for his dedication to ALSA as evidenced by his tremendous commitment of time and effort to fully digitalize and update the Judges' Committee files. Outstanding!!! Thanks.

Barb: The remainder would be a board thing in my opinion. Sorry - just being the devil's advocate. With that exception I can approve the remainder of the report.

Hank: I approve

Tor: Report looks good.

Meeting adjourned due to Kitty's medical emergency.

Paul makes a motion to adjourn

Debbie seconded the motion.

Motion carried

Meeting Adjourned at 10:57 PM EST

Email Motions:

a)

12-10-14

I found another area that needed to be changed to incorporate the Mature Classes, and so have edited the document I sent over earlier this evening.

When reviewing the section, I noticed that we still referred to Level and Senior Alpaca Judges. This needs to be changed to be consistent with Section S.

I also noticed that we refer to ARI which no longer exists. It is now AOA. Cheryl could deal with this change with a search through the Handbook. If she needs help finding all the references, I'll be available to assist.

I apologize for not catching section 8 in my prior request.

Thanks,

Mary Reed

12-10-14: Jim- approve, Paul- approve, Terese- approve.

12-11-14: Susan- approve, Charles- approve, Kitty- approve.

12-11-14: Alpaca section of the Handbook approved.

b)

12-10-14: Robin asked for approval of Grand National/Holiday eblast.

12-10-14: Paul-approve,

c)

12-11-14: Robin asked for approval of Youth Versatility Eblast.

12-11-14: Susan- Motion and approve.

12-11-14: Jim- approve, Terese- approve.

12-12-14: Charles- approve, Paul- approve.

12-12-14: Youth Versatility Eblast approved to send to the membership.

d)

12-11-14: Robin asked approval for Season's Greetings eblast.

12-12-14: Charles- approve, Paul- approve, Jim- approve,

12-12-14: Susan- please double check we have permission to use the photo.

12-12-14: Robin, yes we have permission (per phone call).

12-12-14: Terese- approve, Debbie- approve.

12-12-14: Season's Greetings eblast approved for sending to the membership.

e)

12-12-14: Paul submitted the 2015 Handbook for approval.

12-14-14: Kitty submitted errors and comments for change.

12-14-14: Susan submitted errors and comments for change.

12-14-14: Susan- I would like to motion that we send this new version of the 19th edition of the ALSA Handbook back to the Handbook Committee for them to remove all changes, deletions and additions that were not previously submitted by the appropriate committees and approved by the BOD. We do not have time to send these suggestions to the appropriate committees for their feedback. Therefore they do not get included in this handbook. We voted to close all suggested changes after this last fleece committee report request change came in. We will need the new handbook back to us for the meeting that is called for next Sunday. I would like to have the handbook back to us by Thursday to allow us time to re-read this new revision.

12-14-14- Paul- With your permission I will contact Cheryl and have her strike out all changes for discussion and only include word for word your approvals and resubmit a proof.

12-14-14: Terese (to Susan's Motion) I second the motion and vote yes, Charles- yes,

12-14-14: Terese sent comments regarding the Handbook changes.

12-15-14: Paul- approves Susan's motion.

12-15-14: Motion to send the Handbook back to the Committee to remove all changes, deletions, and additions that were not previously submitted by the appropriate committees and approved by the BoD, and have it returned by Thursday the 18th was approved.

f)

12-14-14: Terese submitted 12-9-14 Minutes for approval.

12-22-14: No corrections to the 12-9-14 Minutes were made so the Minutes were approved as submitted.

g)

12-15-14: Patti submitted the final breakdown for the 2013 Regional for the total reimbursement to Bob of \$1174.96.

h)

12-18-14: Ruby submitted the 2014 Winter edition of Showring for approval.

12-18-14: Jim sent corrections to the committee member section and now approves.

12-18-14: Debbie- approve, Terese- approve, Susan- approve,

12-20-14: Charles- approve.

12-20-14: Winter Edition of Showring is approved to send to the membership.

i)

12-19-14: Ken Forster- Judge's Committee Chair requested a Judge and Apprentice eblast be sent out to the judges.

12-19-14: Paul- approve, Terese- approve, Susan- approve, Debbie- approve, Jim- approve.

12-20-14: Charles- approve.

12-19-14: Judge and apprentice eblast approved to send to the Judge's.

12-29-14: Handbook Committee invited the BoD to attend a conference call to go over the Handbook changes.

12-29-14: Kitty requested a motion for the lifetime members to be put in a section of the Handbook for "In Memoriam".

12-29-14: Jim- approve, Debbie- approve, Paul- approve,

12-30-14: Terese- I call for discussion.

1-5-15- Paul submitted the newest edition of the 2015 Handbook for Board approval.