

ALSA Monthly BOD Meeting January 12, 2016

Call to order: 6:04 p.m.

Next Board Meeting: Tuesday, February 10, 2016 6:00 p.m.

(All times posted are Mountain Standard Time, if not noted)

Roll call:

President: Paul Schwartz

V. President: Jim Doyle

Secretary: Cheryl Juntilla

Board Members: Debbie Andrews

Allen Davis

Susan Leslie

Lauri Jones

Non Board Members also present:

Treasurer Patti Wattigney (Left the call at 6:57 p.m.)

Office Manager Robin Turell

Office Report:

BOD Meeting Office Report January 12, 2016

1. Membership

We are receiving many membership renewal requests and new memberships for 2016 now.

1. Memberships so far for 2016 are:

- 115 Regular Members – last year at this time there were 85 Regular Members
- 62 Youth Members – last year at this time there were approximately 30 Youth Members
- 112 LIFE Members. – last year at this time there were 111 LIFE Members
- 48 Judges – last year at this time there were 50 Judges that had paid their dues.
(FYI – there was a judge that stepped down gracefully due to age limitations)
- Total membership is 289 – last year at this time there were approximately 241.

2. Membership cards – mailing discussion.

2. Shows

- All shows are posted for 2015 except:
 1. Indiana State Fair – held August 8 – results have not been received – fees were received
 2. ALSA Grand Nationals – held Oct. 22-24 – results online, will be posted in database by very soon.
- We have currently 14 shows on the ALSA calendar. – last year at this time we had 17 shows
- We have had a Llama show and a Fleece show already for 2016.

Motion by Susan to approve Office Report, seconded by Lauri and unanimously approved.

Robin will call Superintendent of Indiana State Fair and Paul will follow up if no response.

Treasurer's Report

Treasurer's Report for the Month of December, 2015

1) All bank accounts have been reconciled

Current Assets

Checking Accounts	\$	14,935
Investment Account		55,869
Cash Memorials		<u>4,315</u>

Other Current Assets

2016 Facility Deposit		500
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Total Current Assets \$ 75,619

Liabilities 0

Total Liabilities 0

Equity \$ 75,619

Total Liabilities and Equity \$ 75,619

Cash Balance on Hand November 2015 \$ 77,119

Receipts

Membership Revenue	\$	1,150
Show Fee Revenue		5,245
Grand National Revenue		0
Judges Dues		850
Other Revenue / Judge Fees		<u>355</u>

Total Receipts \$ 7,600

Disbursements

Judge Clinic Expenses		0
2016 Facility Deposit		500
Bank/Credit Card Fees		283
Office Contract/Expenses		3,222
Regional Expenses		432
Website Expenses		<u>1,655</u>

Total Disbursements \$ 6,092

Balance on Hand December 31, 2015 \$ 75,119

Discussion about need for uniform accounting practices for all Regional Championships and adherence to Guidelines for Regional Superintendents.

Old Business: Board members to send their thoughts and feedback from members and committees to Cheryl to be compiled and summarized for talking points for follow up communication with ILR Board in February.

New Business:

Request for reminder to all Committee Chairs that Standing Rules require reports and any matters to be discussed at a Board meeting must be submitted at least seven days prior to the meeting.

Motion by Jim to send an e-mail notice to all Committee Chairs asking for a return receipt to ensure they have read and understand the Standing Rule, seconded by Susan and unanimously approved.

Correspondence from Members.

An inquiry was received from a member about whether his llama, which has won four Novice Grand Champion Performance placings at ALSA shows, has to be entered in the Advanced Performance Division even though it does not have an ALSA number. Robin will send a response explaining that the animal has to move to the Advanced Division regardless of whether it has an ALSA number. If the member wants to have the animal receive points or be listed as a Novice Performance Champion, he will have to purchase an ALSA number and pay the required research fees for prior years' placings.

Committee Reports:

- 1) Alpaca Committee - Chair: Mary Reed – No report
- 2) Election Committee - Chair: Lougene Baird – Petition to Nominate Form submitted for approval.

**ALSA 2016 General Election
Petition to Nominate Form
Two Directors will be elected**

Below are the open Director Positions by Region:

Buckeye – 1 open Central – 1 open Northwestern – 2 open Great Lakes – 1 open
Eastern – 2 open Rocky Mountain – 0 open Southeastern – 2 open Southwestern – 2 open

Instructions – Carefully read and follow all steps

1. To be eligible to submit a Petition for Nomination Form, you must:
 - (a) Be a current ALSA member
 - (b) Be in good standing with ALSA
 - (c) Be at least 19 years of age
2. To be eligible to be nominated and placed on the ballot, a member must
 - (a) Be a current ALSA member
 - (b) Be in good standing with ALSA
 - (c) Be at least 19 years of age
 - (d) Reside in a qualified region, as described by the regional show program where no more than a maximum of two directors reside.
 - (e) Receive at least five (5) valid Petition to Nominate Forms.
3. When Petitions to Nomination Forms are submitted:

- (a) Only one petition per ALSA membership number may be submitted
- (b) Petitioner's information must be complete and legible
- (c) Petitions submitted by US Postal Service must be received by April 10, 2016.
- (d) Petitions submitted by e-mail must be received no later than 12:00 PM (noon), Eastern Standard Time – April 10, 2016.

USPS Mail to:
 Lougene A Baird
 Chair, Election Committee
 P.O. Box 385403
 Waikoloa HI 96738

Email to:
lougenebaird@hawaiiantel.net

Call with questions
 808-883-1887
 808-747-5023 - cell

Petitioned nominee name _____ Region _____
 Print Print

Petitioned by _____ ALSA # _____
 Print Print

Petitioner's signature _____ Date _____, 2016
 Must be signed

Upon request, EC will acknowledge receipt of this form by e-mail _____
 Petitioner must supply e-mail address – please clearly print

Rev: 1/2016

Motion by Cheryl to approve Petition to Nominate Form, seconded by Susan and unanimously approved.

3) Ethics Committee - Chair: Cheryl Lambert No report

4) Fleece Committee - Chair: Cindy Ruckman

To: ALSA Board of Directors

Subject: ALSA Llama Fleece Committee Report for December 2015
 ALSA BOD Meeting

Date: December 8, 2015

Dear ALSA Board of Directors,

The Llama Fleece Committee would like to thank the Handbook Committee and the BOD for allowing us to work with you on the 2016 Handbook. We truly appreciate everyone's hard work!

Additionally, the Llama Fleece Committee regretfully accepts the resignation/retirement of Patti Morgan. We are thankful for her countless hours of hard work and dedication. We will truly miss her.

Respectfully submitted,
 Cindy Ruckman~
 ALSA Llama Fleece Committee Chair

Motion by Cheryl to accept Fleece Committee Report, seconded by Susan and unanimously approved.

- 5) Finance & Budget Committee - Chair: Patti Wattigney – See Treasurer’s report.
- 6) Grand National Committee - Chair: Glenna Overmiller – Requests approval of the Standing Committee members and Barb Harris as Halter Coordinator, Wally Juntilla as Performance Coordinator and Judy Glaser as Fleece Coordinator. In addition, Geri Rutledge, Ana Reese and Jessica Tagmire have volunteered to serve as subcommittee members. A revised quote for ribbons has been obtained which includes ribbons to tenth place for performance and youth classes and to sixth place for halter and fleece classes. The total cost for new and refurbished ribbons, including shipping, will be \$3,836.38 if the order can be placed before February 10, 2016.

Motion by Susan to approve Committee and subcommittee members and table approval of ribbons until Board has opportunity to review survey responses and Committee decides whether to include alpaca halter classes for 2016 show, seconded by Lauri. Jim, Debbie and Allen vote yes. Cheryl abstains.

- 7) Handbook Committee – Co-Chairs: Marcie Saska-Agnew and Adryce Mathiesen - While working on the final formatting for posting on the website, the Committee noticed a revision submitted by the Election Committee was omitted from the December 8 meeting minutes. It consists of reorganization of some paragraphs in Article III, Section 1 of the Standing Rules on page 158 of the Handbook as follows:

Section 1: Election

- (a) The Day of Record shall be set by the Election Committee. The Day of Record is the last day a person may pay dues and become a member in good standing as part of the qualifications to participate in the election process.
- (b) Determination of Members in good standing shall be as described in the:
 1. ALSA Bylaws, ARTICLE II, Section 5, Voting in its entirety,
 2. Article II, Section 6, Member in Good Standing in its entirety, and
 3. Article III, Board of Directors, Section 2. Eligibility in its entirety.
- (c) The Treasurer and Office Manager shall reconcile the list of members using the Day of Record to create an up-to-date list to present to the Board of Directors for approval. The members on the Board approved list will be deemed in good standing and may participate in the election process.
- (d) Using the list of members in good standing, the Election Committee shall determine the existence of a quorum, hear and determine all challenges and questions in any way arising in connection with the right to vote.
- (e) Statements of Candidacy. All nominees must be members in good standing of the Association. Nominations shall be closed no later than April 10. The Election Committee shall verify that all who have received petitions, and all who have submitted petitions are members in good standing as of the Day of Record. The Election Committee shall request the nominees individually to submit a statement on behalf of their candidacy, the final version of which must be received by email by the Election Committee no later than April 30, 12:00 Noon CDT. Should a nominee not submit a Statement by the deadline, his/her name will be placed on the ballot and name only will be placed on the Statement of Candidacy. Should a nominee choose to not run for election, that member must notify in writing the Election Committee of his/her decision to not run for the Board by April 30, 12:00 Noon CDT. The format of the Statement of Candidacy and its distribution to the membership shall be established by the Election Committee.
- (f) The ALSA Bylaws allow for the voting process to be completed by either electronic voting or written mail-in ballots but not a combination of both within the same election. The procedure shall be as follows.
- (g) Electronic Ballot Election. Notification of electronic balloting along with instructions for the balloting

process will be sent via e-mail to all members in good standing. It is the responsibility of each member to inform the ALSA office of his/her correct and current e-mail address.

Statements of Candidacy will be emailed to each member during the first week of May. The time period to begin and end voting will be between, but not limited to, May 25 and June 5 of the election. The agency will have the vote tally available within 24-hours for the Election Committee after the election process is complete.

- | (hf) Written Ballots Election. Notification that written ballots will be sent via USPS will be communicated via email to all members in good standing. Written ballots will be mailed to all members in good standing between May 1 and the end of the second week of May. All written ballots must be received by mail or fax by the tallying group by June 5. Ballot envelopes must include a member's ALSA number and all information must be complete and legible for verification of membership. The tallying agency will verify all information on the return envelope and tally the ballots. Ballot envelopes without complete information will be deemed spoiled. The results will be reported to the Election Committee within 24 hours after completion of the tally.
- | (ig) Regardless of the type of election process (electronic or written), upon notification of the election results, the Election Committee will then inform its Board Liaison of the results. The Board Liaison will then notify the highest member of the Board of Directors whose position is not on the ballot. This individual will verbally advise all candidates of the election results (and only the candidates). This individual will then advise the Election Committee that the candidates have been notified. The Election Committee will forward the results to the webmaster for general publication on the ALSA Website and/or e-mail notification to the membership.
- | (jh) Challenges – All challenges regarding the voting must be received by the Election Chair by 12 PM EDT June 30. All challenges must contain the name, address, ALSA number, and signature of the challenger. All written ballots will be retained by the Election Committee until midnight July 1, after which they will be destroyed. If any challenges are issued, the ballots will be preserved until said challenge is acknowledged as resolved by the Board of Directors, at which point they will be destroyed.
- | (ki) A Director may be subject to a recall vote by a signed petition of at least twenty five percent (25%) of the membership who were members in good standing as of the Day of Record, followed by an affirmative vote of two-thirds of a quorum of the membership (as described in ALSA Bylaws Article II – Membership, Section 4. Quorum).

The Secretary apologizes for this omission and requests the Board formerly approve this revision now so that it can be included in the 2016 edition.

Motion by Jim to approve the above revisions as submitted by the Election Committee, seconded by Debbie and unanimously approved.

The Handbook and Publications Committee have requested approval to post the 2016 Handbook on the website, however the Board did not receive a copy until this morning. Voting on approval to post the Handbook is tabled until midnight, January 16, to give Board members time to review the submitted copy.

No proposal has been submitted by the Handbook Committee about the best way to send hard copies of the revisions to the members. Ideas discussed by the Board included telling members to print out their own revisions from the website.

- 8) Judge's Committee - Chair: Barb Harris – No report
- 9) Membership Committee - Chair: Mary Rose Collins – No report

10) Nomination Committee - Chair: Ana Reese

I am anxious to start getting nominations in for the 2016 election. Members can call me or email me if they have any questions.

There are candidate openings available in most of the regions. I encourage members to think about who they think can serve ALSA and nominate them !!

Thanks,
Ana Reese
Nominations Chair

Motion by Jim to accept Nominations Committee's report and combine it in an e-mail blast with the Petition to Nominate Form, seconded by Lauri and unanimously approved.

- 11) Performance Committee - Chair: Ana Reese – No report
- 12) Policy & Planning Committee - Chair: Larry Lewellyn - No report
- 13) Protest Committee - Chair: Cheryl Lambert. No report
- 14) Publications, Promotions, and Marketing and Web Site Committees –
Chair: Ruby Herron - No report
- 15) Regional Committee - Chair: Kitty Tuck-Hampel – No report. Additional information about proposal for new location for Western Regional has been requested.
- 16) Show Management Committee - Chair: Glenna Overmiller – No report
- 17) Youth Committee - Co-Chairs: Michelle Kutzler & Terry White – No report

Motion to adjourn by Cheryl, seconded by Jim and unanimously approved.
Meeting adjourned at 8:08 p.m.

E-mail motions

- 12-14-15 Motion by Allen to rescind approval of revision to Part S, Section 2 A, paragraph 6 on page 125 of the Handbook, seconded by Jim. Cheryl, Susan, Debbie and Lauri vote no.
- 12-18-15 Motion by Cheryl to approve Harvey Pool's application to enter the ALSA apprentice judging program, seconded by Susan. Jim, Allen and Lauri vote yes.
- 1-4-16 Recommendation by Susan to approve proposals for Regional Championship shows in Northwestern and Southwestern Regions. Approved by Cheryl, Debbie, Jim and Lauri.