

ALSA Monthly BOD Meeting January 16, 2017

Call to order: 7:03 p.m.

Next Board Meeting: Tuesday, February 14, 2017, 7:00 p.m. Central Standard Time
(All times posted are Central Standard Time, if not noted)

Roll call:

President: Jim Doyle
 V. President: Paul Schwartz joined meeting at 7:04 p.m.
 Secretary: Cheryl Juntilla
 Board Members: Debbie Andrews
 Bill Feick

Non Board Members also present:

Treasurer Patti Wattigney (Left the call at 7:10 p.m.)
 Office Manager Robin Turell (Left the call at 8:36 p.m.)

Treasurer's Report for the Month of December 2016

1) All bank accounts have been reconciled

Current Assets

Checking Accounts	\$ 18,629
Investment Account	50,027
Cash Memorials	<u>5,545</u>

Total Current Assets \$ 74,201

Other Current Assets

2017 Facility Deposit	500
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Total Current Assets \$ 74,701

Liabilities 0

Total Liabilities 0

Equity \$ 74,701

Total Liabilities and Equity \$ 74,701

Cash Balance on Hand October 2016 \$ 73,897

Receipts

Membership Revenue	\$ 2,175
Show Fee Revenue	1,510
Regional Income	0
Judges Fees	1,300
Other Revenue	<u>74</u>

	Total Receipts	\$ 5,059
Disbursements		
Bank/Credit Card Fees	205	
Other Expenses	0	
Grand National	800	
Office Contract/Expenses	3,750	
Regional Expenses	0	
Scholarship Paid	0	
Website Expenses	<u>0</u>	
	Total Disbursements	<u>\$ 4,755</u>
	Balance on Hand December 31, 2016	<u>\$ 74,201</u>

Patti reported that all 1099 forms have been done and she has started working on Form 990.

Motion by Cheryl to accept Treasurer's report, seconded by Paul and unanimously approved.

Office Report: **BOD Meeting Office Report January 10, 2017**

1. Membership

a. Memberships so far for 2017 are:

- **68 Regular Members - this includes 2 new memberships**
Last year at this time there were approximately 115 members
- **23 Youth Members – this includes 6 new youth.**
Last year at this time there were approximately 62 youth members
- **113 LIFE Members – this includes 1 new LIFE member for 2017**
- **50 Judges – We still have two that have not paid their judges dues yet (I am working with Barb Harris on this)**
- **Total Membership for 2017 thus far is 204.**
Last year at this time it was 289.

b. mailing of membership cards

c. mailing and printing of Handbook

2. Shows

a. The calendar for January and February Shows has been e-blasted out.

After the e-blast was sent, we did receive one more sanctioning request to have an ALSA show in February. This was received today, (1/3/2017)

b. As of January 3, 2017 we have 14 shows on the ALSA calendar.

(We had two shows that took place in December of 2016 that will count toward the 2017 GN).

At this same time last year we had 14 shows on the calendar. (By adding these two new shows above, it would be 16 shows for this 2017 show year)

c. Printing of 2017 GN Invitations

d. All shows for 2016 have been posted

Robin stated that the number of members and shows have both increased since she submitted the report on January 3, 2016.

Most membership cards have been sent out in two batches. Cost of mailing Handbook cannot be determined until it has been printed.

Three bids for the printing of the Handbook were reviewed and discussed.

Motion by Bill to have 400 copies of the Handbook printed, seconded by Debbie and unanimously approved.

Motion by Bill to have changes underlined in printed copies, seconded by Paul and unanimously approved.

Motion by Paul to have Handbooks printed by JK Graphics, seconded by Debbie and unanimously approved.

Motion by Paul to have Robin obtain a bid from JK Graphics for printing Grand National qualifying invitation cards to provide to show superintendents, seconded by Cheryl and unanimously approved.

Motion by Cheryl to accept office report as submitted, seconded by Paul and unanimously approved.

Old Business: An e-mail notification about the youth judge incentive program was sent to all eligible senior youth members. A total of four youth members have expressed their desire to participate. Paul will send them an e-mail to confirm they will be advised of the dates and locations of clinics when they have been scheduled.

New Business: Paul is working the Election Committee to get an e-mail blast sent out and will also confirm with the Judges Committee whether an election for Chair of Judges Committee needs to be scheduled.

A discussion was had about whether to continue to offer alpaca halter classes at the Grand National Show. Entries for the past two years did not cover the cost of ribbons, trophies and a separate judge for those classes. It was noted that there are other classes with very few entries, such as driving, and also noted that people who enter alpaca halter classes are also entering performance and fleece classes. Part F, Section 8 of the Handbook provides that the circumstances surrounding any Grand National may require modification of some rules, so adjustments can be made to make it feasible to continue to offer alpaca halter classes in a financially prudent way.

Motion by Cheryl to eliminate color divisions from the Grand National alpaca halter classes, have the classes judged by the same judges as the llama halter classes, and only purchase ribbons to Fourth Place for the alpaca halter classes. Seconded by Debbie and unanimously approved.

Robin reported that one Youth Scholarship application has already been received and forwarded to Sue Davis of the Youth Scholarship Committee. An e-mail blast will be sent out to remind youth of the March 15 application deadline.

Correspondence from Members: An e-mail was received from a member questioning the status of the Youth Top Ten Certificates that were approved by the Board in June, 2016. It appears to this member that no certificates have been mailed out. Same member questions why the Finished Products Other score sheet is missing from the fleece packet on the website.

Robin said that all 2015 Top Ten certificates were mailed out by July 1, 2016. She will follow up with the member and, if necessary, send duplicate certificates in case the originals were lost in the mail.

Paul will ask the Fleece Committee to get the missing score sheet back into the fleece packet.

Committee Reports

- 1) Alpaca Committee - Chair: Mary Reed - Liaison: Bill – no report
- 2) Election and Nominations Committee - Chair: Lougene Baird - Liaison: Paul – no report
- 3) Ethics Committee - Chair: Cheryl Lambert – Liaison: Cheryl – No report
- 4) Finance & Budget Committee - Chair: Patti Wattigney – Liaison: Debbie – no report
- 5) Fleece Committee - Chair: Cindy Ruckman – Liaison: Paul – no report
- 6) Grand National Committee - Chair: Glenna Overmiller – Liaison: Cheryl – no report
- 7) Handbook Committee – Co-Chairs: Marcie Saska-Agnew and Adryce Mathiesen – Liaison: Bill
It was agreed that a Thank You needs to be sent to the Handbook Committee for the excellent work they did. Cheryl will draft a letter.
- 8) Judge's Committee - Chair: Barb Harris – Liaison: Paul – no report
- 9) Membership Committee - Chair: Lauren Wright – Liaison: Debbie – no report
- 10) Performance Committee - Chair: Anna Reese – Liaison: Debbie – no report
- 11) Protest Committee - Chair: Cheryl Lambert – Liaison: Bill – no report
- 12) Publications, Promotions, Marketing and Web Site Committee - Chair: Ruby Herron – Liaison: Paul – no report
- 13) Regional Committee - Chair: Open – Liaison: Cheryl –

Regional Superintendents have been advised of vacancy in Chair position and asked to send dates and locations of their shows to the Board for approval as soon as possible. Also advised that they will each have to order their own ribbons and reminded to do so before February 15 to take advantage of winter discount.

- 14) Show Management, Policy & Planning Committee–Chair:Glenna Overmiller – Liaison: Bill – no report
- 15) Youth Committee - Chair: Cynthia Ernst – Liaison: Bill – no report

Motion by Cheryl to go into executive session to discuss a legal matter, seconded by Bill and unanimously approved. Robin leaves the meeting and executive session begins at 8:36 p.m.

Motion by Cheryl to exit executive session at 8:49 p.m., seconded by Bill and unanimously approved.

Motion by Paul to adjourn, seconded by Cheryl and unanimously approved. Meeting adjourned at 8:50 p.m.

E-mail motions

12/15/16 Meeting minutes submitted for approval. Approved by Bill and Paul.

12/13/16 Paul submits revised letter to youth re judging incentive program. Approved by Cheryl and Jim.

12/17/16 Motion by Paul to approve Schedule A to 2017 office contract, seconded by Bill. Debbie votes yes. Cheryl votes no.

12/17/16 Motion by Paul to approve 2017 office contract, seconded by Bill. Debbie votes yes. Cheryl votes no.

12/17/16 Motion by Cheryl to approve Michelle Kutzler as a member of the Youth Committee, seconded by Bill and unanimously approved.

12/23/16 Motion by Cheryl to approve all Handbook revisions including those listed below, seconded by Paul. Debbie votes yes.

Part A, Section 1 A 2, corrects the reference to details about youth membership from Part M to Part Q.

Part B, elimination of the inactive Education and Show Clinic Committee; consolidation of the Election and Nomination Committees; consolidation of the Publications, Promotion and Marketing and Website Committees; and consolidation of the Show Management and Policy and Planning Committee.

Part B, requirements that the Judges, Alpaca and Fleece Committees to work together in scheduling and organizing judging clinics and that the Judges Committee should include representatives from the Alpaca and Fleece Committees.

Part B, clarification that the Fleece Committee's duties relate to both llama alpaca fleece.

Part B, other revisions which consist of reorganization, grammatical corrections and elimination of unnecessary language.

Part C, reorganization and revisions to improve clarity.

Part D, reorganization and editorial changes to improve clarity; Section 1 C revision to require shows must operate under the Handbook current as of the date of the show rather than the date of sanctioning application; duties of show superintendents previously listed in Part U moved to Part D and deadline to send judge schedule and performance courses reduced from 20 to 7 days prior to a show.

Part E, addition of previously unwritten rule that a judge may not judge more than one Regional Championship show per year.

Part F, editorial revisions regarding alpaca fleece classes and clarification that only llama halter classes require three judges.

Part G, revisions to provide consistency in the number of entries per division required for grand and reserve championships to count towards ALSA Award System and reflect actual practice in recording fleece and driving awards.

Part H, Classic and Miniature Halter classes moved to optional classes; age divisions required for shorn and walking fleece classes revised to reflect actual practice and conform to score cards.

Part I, Descriptions for Optional Halter Classes moved to Part P; in Section 5, paragraph F, deletion of words "logo" and "organizational" to clarify that prohibition against display of names or insignias does not apply to brand names like Levi or John Deere.

Part L, Section 1, paragraph B, the words "brushed out" are deleted and replaced with "well groomed."

Part M, Section 2, paragraph D 2 deletion of provision to allow combining of Advanced and Masters classes;

Part M, Section 7 A, 10 word "should" replaced by the word "must";

Part M, Section 7 B 1 makes heights of jumps consistent for youth llama and alpaca classes;

Part M, Section 7 B, new Paragraph N requires use of quick release knots in performance classes.

Part M, Section 12, paragraph A 7 reiterates rule on scoring second attempts at obstacles.

Part M, Section 14, paragraph B 2, deletion of the words "no lax pannier material."

Part N, all provisions relating to Driving Classes moved from Part M to Part N.

Part O, Section 1, age divisions for Fleece classes revised to conform to Part H, actual practice and score cards.

Part O, Section 1 B 5 addition of rule regarding taking of samples during llama walking fleece classes

Part P, addition of provisions relating to optional classes, including optional halter classes.

Part Q, Section 1 C clarifies that rules in Part M also apply to Youth classes;

Part Q, Section 3 adds Finished Products as a youth class;

Part Q, Section 9 and 10 jump heights made consistent for youth llama and alpaca performance classes;

Part Q, Section 12, paragraph D 2 - deletion of contradictory and meaningless requirement of six entries in division before grand and reserve performance champions can be awarded.

Part R, Section 10 A, deletion of requirement that different animals be used for halter and showmanship elements in Youth Judging classes.

Part U, Section 1, paragraph E, deadline for superintendents to send schedules and copies of courses to judges reduced from 20 days prior to a show to 7 days prior to a show.

Part U, Section 5, paragraph H, deletion of last sentence in paragraph.

There were no revisions approved this year for Parts J, K, S, T and V.

- 12/24/16 Motion by Bill to approve revisions to contract and Schedule A, seconded by Paul. Debbie votes yes. Cheryl votes no.
- 1/3/17 Motion by Cheryl to authorize Robin to correct the error in the posting of the Grand National Novice Performance Division which had the Grand and Reserve Champions reversed, seconded by Bill and unanimously approved.
- 1/6/17 Motion by Cheryl that upon completion of the correction of typographical errors, the Publishing Committee and Office be authorized to print and mail copies of the 2017 Handbook to all current adult members, with the mailing to be combined with the mailing of 2017 membership cards whenever possible. Seconded by Debbie. Jim votes yes on behalf of Bill via proxy.
- 1/6/17 Motion by Cheryl to authorize Robin to immediately contact the Indiana and West Virginia State Fair Boards directly by telephone about past due show fees and, if necessary, to follow up with registered letters in accordance with Handbook Part D, Section 7 C. Seconded by Bill. Paul votes yes.

Submitted January 17, 2017

Cheryl Juntilla, Secretary