

ALSA Board of Directors Special Board Meeting Minutes November 20, 2019

Call to order: 7:07 p.m. CST

Roll call:

Board Members: Cathie Kindler, President
Lauren Wright, Vice-President
Ron Baird, Secretary
Debbie Andrews (excused, gave Lauren her proxy)
Carol Rutledge
Deb Yeagle

I. Old Business:

A. Discussion of 2019 Grand National Show.

Sandi Auld will attend a Special Meeting of the Board November 21, 2019 to discuss the show.

B. Deb has two people, Linda and Carl Tinsley, willing to go and close the Texas Office. One of them is an IT person. They will need an inventory of what they are picking up --- passwords, papers, records, machinery, and so forth. Carl may be able to take over management of the website, Carbonite, and other electronic communication methods.

Cathie recommended that as soon as Robin gets the last 2019 show posted, which should be done very soon, that the Tinsleys immediately proceed to implement closing the Office. We need to give Robin some dates so this can be done expeditiously.

Deb maintained Robin should have all her work done by December 24th. The only shown known not to have sent its results to the Office was the Central Regional. Carol said she would check with Susan Leslie, the show superintendent about this. (subsequently, it was determined this had been accomplished).

Deb stated her opinion Robin should be paid her December 2019 remuneration once she has all the work for ALSA completed.

All passwords need to be picked up, verified that they work, and then changed by the Tinsleys. Deb pointed out Jimmy Flannigan needs to work with the Tinsleys. Cathie recommended Deb put Carl in touch with Jimmy Flannigan so this can be accomplished.

Cathie will contact Robin to ascertain what shows have been sanctioned and are not posted on the website or otherwise reported.

Deb stated we need to advertise the Office Manager position to members this week or next week. Cathie also recommended we ask the ILR to send the advertisement out to its extensive mailing list of persons in the lama industry.

Cathie pointed out that, in seeking a new Office Manager, the applicants should “bid” on the position, stating what remuneration they want for how many hours or days per week they are going to work for ALSA. Deb voiced the opinion they minimum should be 2.5 days per week. Cathie suggested 20 hours per week.

The position will be the same as Robin has: an independent contractor.

Lauren suggested the initial contract be for a six-month term.

Office supplies and postage will be provided and paid for by ALSA, computer equipment, internet access, telephone, and other equipment to be provided by the new Office Manager.

- C.** 2020 membership cards will be emailed to members, who can then print them if they want a printed copy. It was discussed that some shows are not even requiring membership cards be shown, the Office has in the past not sent cards to some members, and that this will be a cost-saving measure in line with other expense reductions ALSA has been implementing. If a member wants a card and has no computer or printer access, the card can be mailed to that person.

Motion: Email membership cards, unless requested by USPS, using approved template. Motion by Carol. Seconded by Deb. Motion unanimously passed.

- D.** Lauren will work with Robin to see that Robin sends out a Constant Contact message to all members regarding renewing their memberships for 2020.

A Special Meeting of the Board will be held November 21, 2019 to discuss the 2019 Grand National Show with its superintendent, Sandi Auld. Discussion will also be revolved around the future timing and location of the 2020 and later Grand National Shows.

The next regular Board meeting will be December 11, 2019 at 7:00 p.m. CST.

Motion to Adjourn at 7:50 p.m. CST. Motion by Lauren. Seconded by Ron. Motion unanimously passed.

The ALSA Board of Directors may convene in Executive Session to discuss personnel matters, any items on this agenda or to consult with Legal and/or Accounting Counsel.