

# ALSA Board of Directors Minutes October 14, 2020

**Call to order:** 7:01 p.m. CDT

**Roll call:**

Board Members:	Cathie Kindler, President Lauren Wright, Vice-President Ron Baird, Secretary Carol Rutledge Deb Yeagle
Others:	Vern Wright, Treasurer Linda Kendall, Office Manager

**I. Office Report:**

September activity

1. I was reviewing upcoming shows for the purpose of creating liability insurance certificates. Not totally relying on information conveyed informally I made phone calls to confirm show "go's or no go's".
  - I heard on the board call that the Buckeye Regional was cancelled, with no reference to the other shows (HLAA Fall Show, Fiber Show, Alpaca Show). I called Robin Sturgeon to confirm and find out the status of the other shows - they were also cancelled.
  - I called the Higher Ground Fair contact to inquire about the status of that show which was scheduled for this coming weekend. It too was cancelled - they forgot to inform us.

I am NOT complaining or bellyaching. I'm pointing out a lack of communication between the show superintendents and ALSA. I'm not positive, but I believe that the number of certificates issued is considered in the premium renewal process, so creating unnecessary certificates could adversely affect our renewal premium. Plus, without having the information and updating the website we as an organization look unprofessional,

My suggestion: if the ALSA office is not notified within a specified time frame (i.e. 2 weeks prior to the show date), the Sanction Fee is forfeited and not moved to the following year. If it is a "new" show, their "new" show status is forfeited and they would be required to pay a fee if the show is scheduled again.

**2. Wild and Wooly show:**

In Intermediate Showmanship there were 12 exhibitors and 9 animals. One animal was "shown" by 4 different youth. It did not affect the placings, but it is something that we might want to think about and perhaps address. OR was this allowance made due to the Pandemic?

3. West Texas Fair and Rodeo is paid up for 2020 show fees and results have been submitted! (By Di Collins, Expo center email and Expo center USPS) Less than a month!!!! 2019 took 10 months.

4. Animal health Vet certificate of health- requirements (VARIES STATE BY STATE)
  - a. Something addressing this should be added to the handbook. Nothing in detail, but a high-level explanation with how to find out what is required state by state – website links?
5. We encountered a **major** problem with the database supplying information to the website. Inputting in the Wild and Woolly show results the website chokes on the first record and displays a horrific error message.

Karl and I created a test show to input “results” to and track and trace what was going on with the data that was input. In some cases, one full record would display on the website correctly, but the next record would display the error message. After multiple weekends of exploring the data and what was causing the problem; It was discovered that there is a field (Grand Champion values “0” and “1”) that was being handed off to the website with a value of “null” (blank). It was expecting 0 or 1 and did not like the blank.

This meant that every record that is tied to show points (member, show sanction, animal, youth points) had to be examined for any blank data in fields that required a 1 or 0. Karl was able to write scripts that looked at fields and changed unexpected data (blank) to the appropriate numeric.

With all that being said...I am not confident that we have uncovered all the little glitches from the server migration. I have started initial specs and documents for creating an RFP once we get to that point. Right now, it is not even worth talking to anyone until we can go for a few months with no hiccups.

Serious discussion was held regarding the problem of shows not informing the Office of cancellations due to the pandemic. The unanimous opinion was that in view of the pandemic, forfeiture of sanctioning fees would be an unnecessary penalty as well as perhaps leading to future problems. This might be something, however, to consider in the future as normality returns.

As regards discussion of item #2, it is up to the superintendent to determine entries. That person will be contacted regarding the incident and then the Judge will be contacted for his input.

Billable time September 2020: 36.5 hours.

**Motion: Pay the office expenses of \$547.50 for September, 2020. Motion by Ron. Seconded by Carol. Motion unanimously passed.**

#### **Treasurer’s Report:**

It was suggested ALSA contact its insurance provider to determine if a credit could be obtained for the show liability insurance in view of the sharply decreased number of shows this year due to the pandemic.

Vern informed the Board telephone costs should drop as soon as ALSA has paid off certain front-end charges.

The Southern Regional Show is expected to produce a profit. The Western Regional Show was held and ALSA needs to expect to reimburse the Judge for her expenses.

See the financials in Appendix A attached hereto.

**III. Committee Reports:**

***Alpaca*** - Chair: Vicky Donley, Liaison: Deb

No report submitted.

***By-laws and Standing Rules*** – Chair: Lougene Baird, Liaison: Carol

The ALSA Bylaws and Standing Rules are posted on the ALSA website. Currently there are no suggested changes for either the Bylaws or Standing Rules. This will be the last committee report until comments or suggested changes for either are received. At any time, a member may contact the Chair with questions.

Thank you,

Lougene Baird, Chair

Cc Committee members

***Elections*** - Chair: Lougene Baird, Liaison: Cathie

Lougene Baird, Chair

This is the quiet time for the Election Committee. No further Committee reports will be submitted until work begins on the General Election. July through August 2021 members may submit their name as a candidate. Voting will take place in October 2021. At any time, a member may contact the Chair with questions.

Thank you,

Lougene Baird, Chair

Cc election committee members

***Ethics*** - Chair: Cheryl Lambert, Liaison: Cathie

There is nothing to report at present.

Respectfully Submitted

Cheryl Lambert, Chair

***Finance & Budget*** - Chair: Vern Wright, Liaison: Ron

Please refer to the Treasurer's report that is presented above and appended hereto.

***Fleece*** - Chair: Judy Glaser, Liaison: Deb

Hi all,

Hope this finds you well and trudging along with the circumstances as they are. It has certainly been a year for me. Not having any shows has certainly been a bummer. Anyway....on to some fiber stuff.

Cyndi Ernst has presented me with the idea of adding a "Silky" class to our fiber family. This came up due to the shows that are in combination of ALSA and ILR. In either show, entries may be restricted due to the definition of our "Single Coat" and ILR's "Silky" classes.

As I understand there is going to be discussion of this at the Tuesday Bd. meeting. So, I will need some input from you on whether there is going to be this addition or discussion to add in the future.

The following thoughts are mine and I believe lay out the original thinking of the Single Coat class. Yes, llama fiber has changed and I think there should be some thought into adapting the characteristics and title of that class.

Parts of our definitions lists

Crimp....a single coated llama can have a crimped or a straight, silky textured coat...

Crinkle...irregular waviness or form of each individual fiber...high crimp usually indicated high crinkle. Crinkle is strongest at the skin end.

So, is there confusion with letters b and c? I do not believe that letter f has a point here unless someone can tell me the reasoning.

Let me know your thoughts so that I may put together a report for the meeting.

Regards! Stay well...

Judy

## 2. Silky

- a) Fiber exhibits a very soft or silky handle
- b) Fiber may exhibit some wave or crinkle but not crimp
- c) Fiber may exhibit some loft
- d) Fiber may exhibit luster
- e) Guard hair is nearly indiscernible
- f) Coverage may vary from light to heavy
- g) Ideally entries exhibit the majority of these criteria

**Grand National** - Chair: Sandi Auld, Liaison: Lauren  
No report submitted.

**Handbook** – Chair: Adryce Mathisen, Liaison: Carol  
No report submitted.  
Adryce Mathisen, Chair

**Judges'** – Chair: Cyndi Ernst, Liaison: Ron

The Judge's Committee would like to Board to seriously consider sanctioning participation in the Eastern Iowa Llama Judging Clinic in Central City, Iowa, May 14-16, 2021. And, waive the current Handbook requirements for Instructors for Cathie Kindler, Mike Haumschild and Tor Sorensen for the clinic, allowing them to be the ALSA Instructors.

We were contacted by ILR Judge's Committee Chair, Nick Hauptly to see if ALSA would have interest participating in the Eastern Iowa Llama Judging Clinic. Joining forces would allow both associations to gather enough participants to hold a clinic and, more important, help new Judges understand the differences that they would encounter Judging combined ALSA/ILR shows.

The Committee members reviewed the training plan to find it very comprehensive (See attached) with the use of face-to-face and virtual communication tools. Nick is a teacher. His training came to light as he created the training plan. The face-to-face instructors are well respected, seasoned ALSA and ILR Judges, Cathie Kindler, Tor Sorensen, and Mike Haumschild. The virtual guest presenters with in-depth knowledge are to be announced at a later date.

The problem that we encounter as we review the Handbook before presenting the clinic to the Board is, none of the instructors are certified ALSA Instructors, but probably should be. They definitely have Instructor experience because they all have mentored numerous ALSA Apprentice Judges. They definitely have in-depth- knowledge from years of consistent, successful Judging experience. In the last five years Cathie judged 15 shows, Mike judged 14 shows and Tor 13.

The rules follow:

**Part S, Section 5, B. The Judge's Committee makes recommendations to the Board of Directors for Instructors and Assistant Instructors.**

**1. An Instructor must be a member in good standing, an ALSA certified Apprentice-Accepting Llama, Alpaca or Fleece Judge and have prior instructor experience. To be placed on the recommendation list, an Instructor must first successfully complete at least two (2) approved ALSA Judging Clinics as an Assistant Instructor in their chosen discipline, with a favorable evaluation from the Instructor and Board approval. All instruction materials must be approved by the Judge's Committee.**

**2. If a person has depth of knowledge and previous instructing experience, he/she may apply, in writing, to the Judge's Committee for a waiver of a portion of the instructor's training requirements. Any waiver must be approved by the ALSA Board of Directors.**

Respectfully,

Cyndi Ernst, Judge's Committee Chair

The Board decided to table discussion of the Judges' Committee's request regarding the joint judging clinic with the ILR until the November meeting at which time a record vote will be taken concerning the matter.

**Membership** - Chair: open, Liaison: **OPEN**

No report submitted.

**Performance** - Chair: Anna Reese, Liaison: Carol

No report submitted.

Anna Reese, Chair

As Anna will be joining the Board in January, a search needs to be initiated to find a new Chair. Carol will talk with Anna and the committee as regards this subject.

**Protest** - Chair: Cheryl Lambert, Liaison: Ron  
Nothing to report.  
Respectfully Submitted  
Cheryl Lambert, Chair

**Publications, Promotions, Marketing & Web Site** - Chair: Reggie Durch,  
Liaison: Deb  
No report submitted.

**Regional Committee** - Chair: Susan Leslie: Deb  
No report submitted.

**Show Management, Policy & Planning** –Chair: Kathy Devaul, Liaison: Lauren  
No report submitted.

**Youth Committee** - Chair: Robin Sturgeon – Liaison: Carol  
No report submitted.

#### **IV. Old Business:**

**B.** Discussion regarding an annual meeting of members in 2020.

Communication with the State of Wisconsin Corporations Commission was done regarding the requirement to hold an annual meeting of members in 2020. The State informed the Secretary that it is not considering it a problem in view of the pandemic if no meeting is held. Therefore, the Board decided to forego a 2020 Annual Meeting.

#### **V. New Business:**

**A.** Such other business as may come before the Board.  
None.

The next regular Board meeting will be November 11, 2020 at 7:00 p.m. CST.

Anna and Ulin, as new Board members in January, will be invited to the November meeting so they may begin to become acquainted with ALSA business.

**Motion to Adjourn at 8:29 p.m. CDT. Motion by Ron.  
Seconded by Lauren. 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.***

#### **Addendum A Financial Statements**

Oct 1, 20

<b>Current Assets</b>	
<b>Checking/Savings</b>	
Chase - Operating	11,381.06
Chase Savings Account	30,004.87
Youth Scholarship Account	<u>2,935.22</u>
<b>Total Checking/Savings</b>	<u>44,321.15</u>
<b>Total Current Assets</b>	<u>44,321.15</u>
<b>TOTAL ASSETS</b>	<b><u>44,321.15</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
Accounts Payable	<u>-4,150.00</u>
<b>Total Accounts Payable</b>	<u>-4,150.00</u>
<b>Total Current Liabilities</b>	<u>-4,150.00</u>
<b>Total Liabilities</b>	<u>-4,150.00</u>
<b>Equity</b>	
Opening Bal Equity	49,204.42
Retained Earnings	-3,838.58
Net Income	<u>3,105.31</u>
<b>Total Equity</b>	<u>48,471.15</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>44,321.15</u></b>

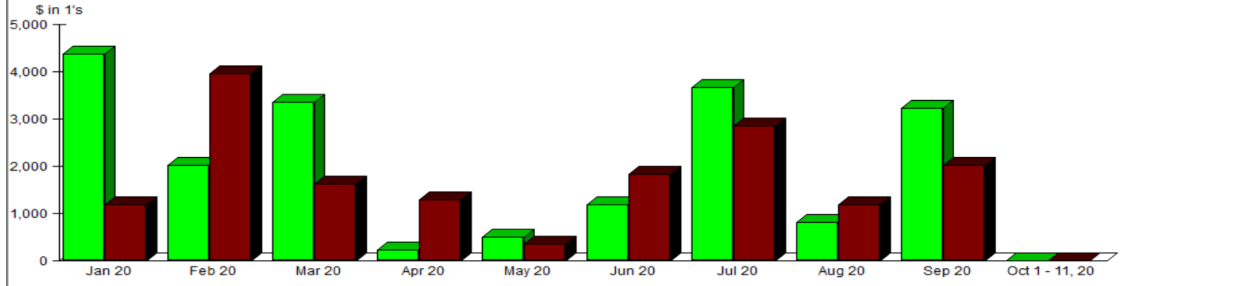
	<b>Jan - Sep 20</b>
<hr/>	
<b>Income</b>	
<b>a MEMBERSHIP REVENUE</b>	
2020 Adult Membership	5,113.43
2020 Youth Membership	2,596.54
2021 Adult Membership	104.40
2021 Youth Member	<u>69.43</u>
<b>Total a MEMBERSHIP REVENUE</b>	7,883.80
<b>ALSA SHOW FEES</b>	
Animal Number Transfer	14.10
Animal Recording Numbers	193.00
Sanctioning Fee	1,598.10
Show Entry Fee	<u>7,601.00</u>
<b>Total ALSA SHOW FEES</b>	<u>9,406.20</u>

<b>BANKING FEES;NSF Payment</b>	241.00
<b>GRAND NATIONAL</b>	
a Sponsorships	<u>250.00</u>
<b>Total GRAND NATIONAL</b>	250.00
<b>Income</b>	
Interest Income	<u>1.36</u>
<b>Total Income</b>	1.36
<b>JUDGE REVENUE</b>	
2020 Judges Dues	<u>789.60</u>
<b>Total JUDGE REVENUE</b>	789.60
<b>z OTHER INCOME</b>	
Scholarship Income	405.00
Website Income	60.00
z OTHER INCOME - Other	<u>470.00</u>
<b>Total z OTHER INCOME</b>	<u>935.00</u>
<b>Total Income</b>	<u>19,506.96</u>
<b>Gross Profit</b>	19,506.96
<b>Expense</b>	
a GRAND NATIONAL E	
Facility	500.00
Refunds	-40.00
Ribbons / Awards	<u>491.71</u>
<b>Total a GRAND NATIONAL E</b>	951.71
<b>ALSA SHOWS</b>	
refund	<u>124.13</u>
<b>Total ALSA SHOWS</b>	124.13
<b>B.O.D. EXPENSES</b>	
BOD Conference Calls	<u>265.43</u>
<b>Total B.O.D. EXPENSES</b>	265.43
<b>Corporation Renewal</b>	476.00
<b>ELECTION COMMITTEE</b>	
Electronic Election	<u>334.00</u>
<b>Total ELECTION COMMITTEE</b>	334.00
<b>EXECUTIVE OFFICE - NEW</b>	
ALSA P.O. BOX	102.00
Computer Backup	69.95
Constant Contact Eblast Expense	432.00
Executive Office Travel Expense	15.00
Office Labor Cost	6,937.50
Office Supplies	281.49
Telephone	
ALSA Phone/iPad	<u>1,070.77</u>
<b>Total Telephone</b>	<u>1,070.77</u>

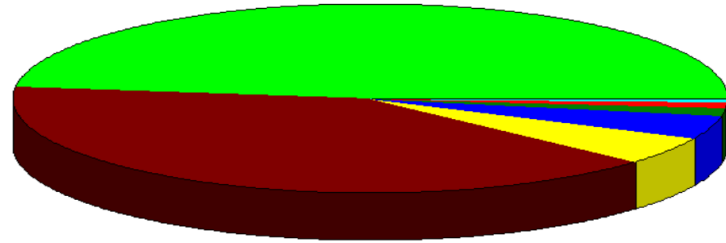


<b>Total EXECUTIVE OFFICE - NEW</b>	8,908.71
<b>Insurance</b>	
Board of Directors	485.00
Show/Event Liability	<u>1,240.82</u>
<b>Total Insurance</b>	1,725.82
<b>Legal-Prof Fees</b>	
Legal-Prof Fees; TAX PREP	750.00
Legal-Prof Fees - Other	<u>475.00</u>
<b>Total Legal-Prof Fees</b>	1,225.00
<b>REGIONAL SHOW EXPENSE</b>	1,390.85
<b>YOUTH COMMITTEE</b>	
Scholarship	<u>1,000.00</u>
<b>Total YOUTH COMMITTEE</b>	<u>1,000.00</u>
<b>Total Expense</b>	<u>16,401.65</u>
<b>Net Income</b>	<u><u>3,105.31</u></u>

Income and Expense by Month  
January 1 through October 11, 2020



Income Summary  
January 1 through October 11, 2020

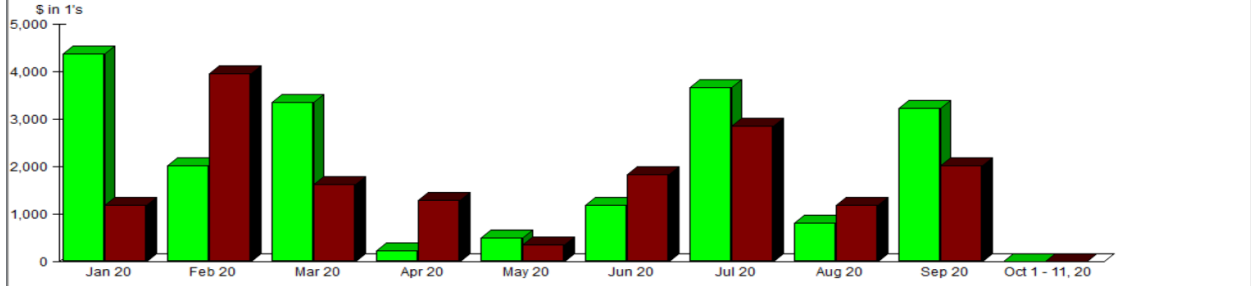


ALSA SHOW FEES	48.22%
a MEMBERSHIP REVENUE	40.42
z OTHER INCOME	4.79
JUDGE REVENUE	4.05
GRAND NATIONAL	1.28
BANKING FEES,NSF Payment	1.24
Income	0.01
<b>Total</b>	<b>\$19,506.96</b>

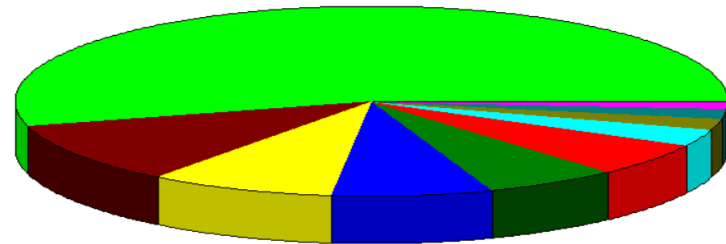
By Account

Show on Pie Chart:  Income  Expense

Income and Expense by Month  
January 1 through October 11, 2020



Expense Summary  
January 1 through October 11, 2020



EXECUTIVE OFFICE - NEW	54.32%
Insurance	10.52
REGIONAL SHOW EXPENSE	8.48
Legal-Prof Fees	7.47
YOUTH COMMITTEE	6.10
a GRAND NATIONAL E	5.80
Corporation Renewal	2.90
ELECTION COMMITTEE	2.04
B.O.D. EXPENSES	1.62
ALSA SHOWS	0.76
<b>Total</b>	<b>\$16,401.65</b>

By Account

Show on Pie Chart:  Income  Expense