

## ALSA Monthly BOD Meeting Sept 17, 2013

(All times posted are EST, if not noted)

This meeting will be recorded

Call to order at 8:05 PM E.S.T.

Next Board Meeting:  
Tuesday, October 8, 2013

### **Roll call:**

Members Present:

President: Ken Forster

V. President: Jim Doyle

Treasurer (Non Board) Done previous meeting

Secretary: Kitty Tuck-Hampel

Board Members: Larry Lewellyn, Susan Leslie, Charles Poillion

### **Office Business:**

Robin Turell, Office Manager: Robin left the call at 9:37 PM E.S.T.

- a) Review report received 09-10-13 1:27 pm CST

BOD Meeting – Office Report – September 10, 2013

1. Membership -We have approximately 638 members. This is an increase of 30 members since the last BOD meeting. There are also some membership requests that are being processed right now which will increase the number of memberships.

2. ALSA Sanctioned Shows

We have sanctioned 3 shows since the last BOD meeting. Our total number of sanctioned shows thus far for 2013 and 2014 is 73. One of those shows that we sanctioned was a FIRST TIME / NEW show.

3. Questions about the Show spreadsheet that was sent.

3. I need clarification on the discussion about a youth participating in an Adult Showmanship class.

4. Discussion about the Special Award email blast.  
(DISCUSSION OF DATE SENT ..... )

5. Discussion about the posting of the Handbook and the changes.

6. Discussion about the email blast recipients.

*Section for Adult Showmanship:*

*Motion by Susan to correct the typo immediately from 10 years to 19 years- pg 69, section 4 B Adult Showmanship.*

*Second by Jim*

*Motion Carried.*

Kitty: I motion to approve Robin's office report.

Jim: seconds the motion.

Motion carried.

**Treasurer's Report:**

(Non BOD) Patti Wattigney

a) Was covered 09-10-13

**Old Business:**

a.) *Note by President: Sandi Owen payment on debt has been received.*

b.) *Non-member fees.*

*Jim: Make a motion to table the motion until we can get a cost analysis from Patti as to the cost effectiveness of changing the non-member fees.*

*Susan: Seconds the motion.*

*Motion carried.*

c.) Board of Director Member conduct - members honor bound to preserve secrecy of executive session. Note email sent to BOD members 08-31-13.

BOD conduct & issues of BOD Member: *Items of expected behavior of BOD members: Respect, breach of confidentiality, BOD flow of communications, responsibility of timely response, opportunity of opinion on all issues, and conflict of interest. Threatening and/or slanderous personal emails to other Board Members are not acceptable. (BOD Minutes 01-16-2008; 02-26-2008; 03-13-2012; ALSA Standing Rules, Article 2, Section 6 & ALSA Bylaws, Article 3, Section 8. 9/17/2013- Verbal vote.*

d.)

*Larry: Motion to approve the September 10, 2013 meeting minutes*

*Jim: seconds the motion*

*Motion carried.*

**Committee Reports:**

- 1) Alpaca Committee: (liaison: Susan Leslie)  
Chair: Kevin Sullivan  
No report.
- 2) Election Committee: (liaison: Ken)  
Chair: Lougene Baird
  - a) See report forwarded to BOD members on 09-07-13.

**From:** [Lougene Baird](#)  
**To:** 'Ken & Nancy Forster'  
**Sent:** Saturday, August 31, 2013 5:52 PM  
**Subject:** Electronic schedule

Hi Ken,  
I didn't find too many companies when I googled electronic voting.  
Go to [simplyvoting.com](http://simplyvoting.com) and read their information.  
Last year's election cost \$1314.67 according to Patti. The website has a cost calculator. When I plugged in 400 possible voters it calculated that the cost would be \$260. There may be other fees such as set-up fees. I will call their service department next week to verify.

The attached is a rough schedule of the process if we go electronic. I will handle everything as usual until 6/1. At that time members will follow the ALSA link to see and vote their ballot. If we start promoting this in the fall, even maybe announce it at the Annual Meeting (about the great savings!) that will start the educational process to get all members ready to vote on the web.

It seems to me that deal about a CPA is in the standing rules, I'll check. We will just have to work with that. If it is in the Bylaws, and if the Annual Meeting has a quorum, that part of the Bylaws could be changed....no need for a CPA if ALSA does electronic voting.

This is a start, you are welcome to show it to the board as a committee report. Also, I'll scan/e-mail some of the stuff I found on their website that will answer more questions. I think this is a no-brainer if it looks this easy.  
Lougene

**Sent:** Friday, September 06, 2013 12:35 AM  
**Subject:** RE: Using CPA in election process

Thanks Ken,  
I was looking under the heading Handbook and then Bylaws.  
Glad to know where to find the SR.  
If we use the M# as the password to vote, the return envelope will be void. Looks like we will be able to save some money.  
Thanks, Lougene

Kitty: Make a motion to allow electronic voting and work on changing the standing rules pg 168-169 Section Elections:  
Jim: seconds the motion.  
Motion carried.

- 3) Ethics: (liaison: Jim)  
Chair: Paul Schwartz  
No report
- 4) Fiber Committee: (liaison: Larry)  
Chair: Cindy Ruckman.  
*No report*
- 5) Finance & Budget Committee: (liaison: Larry)  
Chair: none  
No report
- 6) Grand National Committee: (liaison: Ken)  
Chair: Jim Doyle

### GN committee report

#### Jim

Grand nationals check list minutes from Tuesday, Aug 27<sup>th</sup>, 2013

Updates only appear.

In attendance...Jim, Charles, Susan, Kitty, Larry, Patti, Robin and Cheryl.

- \*Ribbons ordered, Paid in full. just need basket
- \*Trophies ordered, shipped and arrived to Jim. Paid in full
- \*Youth Versatility Jackets, waiting to hear from Mark
- \*Shear kit 1<sup>st</sup> place from EVERY class, gets a ticket, need box
- \*Hank Kauffman "Best Of" trophy goes to Best display. Robin to make flyer for board to approve.
- \*Bandanas for top hand, ordered
- \*Jane Sheppard award, Larry check with Cindy
- \*Door Prizes, Robin will get colored index cards to attach one per ranch/Farm to put in box.
- Drawings held on Saturday. Must be Present to win- Donated by Wilson Co. 4H
- \*Raffle tickets, and boxes, Robin
- \*Youth Silent Auction, resend eblast, and will close @ noon on Saturday
- \*Hubbard Feeds, Still trying to contact.
- \*Linda Pierce Award, Robin to check on
- \*Special needs class, Robin to send us Special needs form.
- \*Photo Contest to be voted on Friday
- \*All hands needed for performance set up Friday evening.
- \*Kristy Brown DVM, to give 1 ½ hr program on confirmation during dinner Friday evening.
- Motion made by Susan and seconded by Kitty to pay her \$200 for her time. All were in Favor.
- Larry to provide white sheet for projector back round.
- \*Susan will provide bottled water and ice for judges and GN committee members, Jim will provide cooler.
- \*hot water heaters, Kitty and Charles. Charles to bring mixer hoses and Jim to bring propane.
- \*Meal tickets, small tickets were discussed

Copy of Susan's sponsorship letter was distributed and discussed.

\*Announcer will read name of llama and ranch/farm owner when announcing placing's.

\*Sponsor's only will display banners in arena.

\*Show numbers 001 thru 004 will be reserved for youth judging class.

\*Robin to send letter to Duck Dynasty for Youth auction donation

\*Discussion was held concerning judges transportation to and from airport, and hotels to showground's. Jim will follow up with judges.

\*National Anthem to be played by Kitty's daughter, and the American flag will be displayed.

\*Susan to pick up 2 rolls of white table coverings for all tables @ \$26.99

\*Sub Junior class was motioned, discussed and voted on to be held at the GN. Deb Yeagle to sponsor class. Larry will get with Deb to determine amount she wants to sponsor. Susan and Larry to work on ideas. Sub juniors will show 8am Saturday morning. Jim will work on show schedule to include this change.

\*Susan will pick up tea and cups for dinner, amount to be determined by number of replies to meal.

\*Entry info to be to Jim no later than Oct. 17<sup>th</sup> for entry in show program.

\*Meeting time: 2hours, 20 minutes

\*Next GN committee meeting to be Sept. 24<sup>th</sup>, 7pm, cst,

7) Handbook Committee: (liaison: Larry)

Chair: Marcie Saska Agnew

a) See report received 09-07

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

Chair: Barb Harris

No report

9) Membership Committee: (liaison: Susan)

Chair: Kathy Devaul

No Report

10) Nomination Committee: (liaison: Charles)

Chair: None

No report

11) Performance Committee: (liaison: Kitty)

Chair: Anna Reece

a) See email from Kitty received 09-10-13 4:29 am CST

Kitty: I make a motion to approve Anna as the Performance Committee Chairperson.

Jim: Seconds the motion.

Motion carried.

The ALSA Board of Directors would like to thank Eileen Ditzler for her time and commitment to ALSA and the performance committee. Thank you Eileen.

- 12) Policy & Planning Committee: (liaison: Charles)  
Chair:  
No report
- 13) Promotion Committee: (liaison: Charles)  
Chair: None  
No Report
- 14) Protest Committee: (liaison: Jim)  
Chair: Margaret Henry  
a) See report received 09-10-13 6:36pm CST

**ALSA Protest Committee**  
**Recommendation on Protest Submitted to Committee 8/23/2013**

On August 23, 2013 the committee received a protest regarding failure of Ken Forster, ALSA President, to submit in a timely manner correspondence or information received to the board so that each member had adequate time to prepare for discussion prior to a vote.

This is in direct conflict of the following Standing Rule as found in the ALSA Handbook:

Section 5. Communications

(b) The President will forward, in a timely manner, all communications and letters addressed to the BOD members for review at the next BOD meeting.

After review the committee concluded this was a valid protest and that all monies paid by the party submitting the protest should be returned.

Information received from Ken Forster states that he received a phone call request on or about the 22<sup>nd</sup> of July, 2013 but this information was not shared with the board until the meeting of 13<sup>th</sup> of August, 2013. At that time the information was shared with the board and a vote called for over the protest of member(s) of the ALSA BOD.

Therefore it is the findings of this committee that Ken Forster be censured for failure to follow the Standing Rules as they appear in the ALSA Handbook.

*Yes, Ken Forster apologizes for not bringing this to the attention of the Board sooner.*

It is our further belief that the board needs to bring the Standing Rules in to compliance with what is commonly held as a standard protocol and that is all submissions to a board member must be submitted in writing or by email. Those

submissions are then submitted to the remaining board members so that all members have a minimum of two (2) weeks in which to investigate and prepare for discussion prior to a vote. If for some reason said submission cannot be disseminated to remaining board members a minimum of two (2) weeks prior to a board meeting and it is not something that will adversely affect the financial wellbeing of the organization, then any votes will be tabled until a future meeting.

*Please see the motion below.*

It is the responsibility of all ALSA BOD members to be aware of the Standing Rules and all protocols associated with them. It is the responsibility of all ALSA BOD members to uphold the Standing Rules and to bring into questions occurrences that may be in violation of said rules.

Since there was a vote involved on this submission the ALSA BOD, in all good conscience, should rescind the vote and request from the party who made the initial phone call submission to submit the request in writing. This would then be submitted to the entire ALSA BOD in a timely manner prior to a vote. If the board is in unanimous agreement that said action will not result in a change of the initial vote then they may choose to allow the initial vote to stand.

Respectfully submitted,  
ALSA Protest Committee

Hi Jim,

Here is the vote for the recommendation as submitted by the committee. Keith was the only one we didn't get a vote from. He sent an email this morning saying he never got it.

"A majority vote wins...  
You have my recommendation...I go for the letter as written."  
Margaret

"I will make the motion to approve the report as amended."  
Barb

"Marilyn is YES."

"This works for me."

*Mary Adams*  
*Wild Oak Lamas*

"Yes as written."

Paul

"I will vote with the majority for I know you are all going in the same direction, however you are hung up on the details. I am not available for a conference call and will be away from my computer after today. Good luck."

Sincerely,  
Lora

Barb

## **Ken: I propose the below rewrite of Section 5 in order to clear up this section.**

(a) The President will acknowledge receipt of all communications addressed to the Board of Directors with a confirmation by email, phone, or mail within 48 hours.

b) The President **and/or any BOD Member** must forward, in a timely manner, all communications and letters addressed to all BOD members for review **a minimum of seven (7) days before** the next BOD meeting. **If for some reason said submission cannot be disseminated to remaining board members a minimum of seven (7) days prior to a board meeting and it is not something that will adversely affect the financial wellbeing of the organization, then any votes will be tabled until a future meeting.**

c) Committee reports and Office report should be submitted in a word document form. If Committee reports and Office report are not received by seven (7) days prior to the scheduled meeting; the BOD will decide if to be acted on immediately or tabled and added to the Agenda of the following meeting.

**(c) changes to 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.

Jim seconds the above motion.

Motion carried unanimously.

Jim: I make a motion that the original motion to rescind the sanctioning stands as is.

Susan: Seconds the motion

Motion carried.

- 15) Publications Committee: (liaison: Larry)  
Chair: Ruby Herron  
No report
- 16) Regional Committee: (liaison: Kitty)  
Chair: Cheryl Juntilla  
No Report
- 17) Show Management Committee: (liaison: Kitty)  
Chair:  
No Report



18) Web Site Committee: (liaison: Jim)  
Chair: Ruby Herron  
No Report

19) Youth Committee: (liaison: Susan)  
Chair: Michelle Kutzler

*Jim: Motion to accept Michelle Kutzler as chairperson for the Youth Committee Chairperson.*

*Susan: Seconds the motion.*

*Motion carried.*

**New Business:**

a) *How to research animals.*

b) Letter from Cathie Kindler.

*Jim: Motion from Jim to send the letter to the Judges Committee for their recommendation.*

*Charles: Seconds the motion.*

*Motion carried.*

c) Changes to the handbook.

All committees should have their changes to the board no later than the November Board Meeting.

**EMAIL MOTIONS AND/OR ACTIONS:**

A)

Tuesday, August 13, 2013 10:54 PM

Kitty: Requested approval of minutes.

Aug 14, 2013 9:16 AM

Jim: I vote NO for approval.

There a violation of standing rules in the meeting.

Aug 15, 2013 2:33 PM

Larry: no

Aug 15, 2013 5:32 PM

Kitty: I vote Yes.

Aug 15, 2013 6:43 PM

Charles: I vote yes for minutes approval

Aug 22, 2013

Ken: Votes yes. After motion failed ( Aug 15, 2013 minutes) concerning standing rule violation the minutes for Aug. 13, 2013 meeting are approved.

B)

08-15-13: Patti: I would like approval to pay Cheryl J. \$5,896.87 for the reimbursement of Regional and National ribbons.

Jim-yes; Kitty-yes; Charles-yes; Susan-yes

08-22-13: Larry-abstention

08-22-13: Ken: With 4-yes & 1-abstention: Request approved.

C)

08-15-13 8:37 PM

Kitty: Submitted Aug 15, 2013 Emergency meeting minutes for approval.

08-22-13: Ken: No corrections received. Minutes approved for release.

D)

08-12-13: Handbook changes approval requested.

08-12-13: Susan questioned item. Ken questioned an item.

08-20-13: Corrected Handbook changes received.

08-24-13: Jim-yes; Susan-yes; Kitty-yes

08-27-13: Larry-abstention; Charles-abstention.

08-27-13: Ken-yes. With 4-yes votes & 2 abstention: Handbook approved.

E)

08-21-13

Robin requested approval of e-blast concerning ALSA insurance rumor.

08-21-13: Kitty-no; Jim-yes

08-21-13: Kitty requested rewording.

08-21-13: Susan-yes; Larry-yes

08-22-13: Susan sent reworded e-blast for approval.

08-24-13: Jim requested approval.

08-24-13: Jim-yes; Susan-yes; Kitty-yes

08-24-23: Larry-abstention; Charles-abstention.

08-24-13: Ken-yes. With 4-yes & 2-abstention: E-blast approved.

F)

08-21-13

Robin requested approval of Regional Championship shows e-blast.

08-24-13: Kitty-yes; Charles-yes; Jim-yes; Susan-yes

08-26-13: Larry-abstention.

08-26-13: Ken-yes. With 5-yes & 1 abstention: Regional Championship e-blast approved.

G)

08-21-13:

Robin requested approval of Grand Nationals/Regional Shows e-blast.

08-21-13: Jim-yes; Larry-yes.

08-24-13: Susan-yes; Charles-yes.

08-27-13: Larry-abstention.

08-27-13: Ken-yes. With 5-yes & 1 abstention: E-blast approved.

H)

08-21-13

Robin requested approval of Grand National Raffle items e-blast.

08-21-13: Susan and Ken requested rewording.

08-22-13: Robin send new wording.

08-22-13: Ken, Kitty, Susan and Jim requested wording change.

08-24-13: Robin sent reworded e-blast for approval.

08-24-13: Charles-yes; Jim-yes; Kitty-yes; Susan-yes

08-24-13: Larry-abstention.

08-24-13: Ken-yes. With 5-yes & 1 abstention: E-blast approved.

I)

08-24-13

Robin requested approval of judges clinic e-blast.

08-24-13: Jim-yes; Charles-yes; Kitty-yes; Susan-yes.

08-24-13: Larry-abstention.

08-24-13: Ken-yes. With 5-yes & 1 abstention: E-blast approved.

J)

08-24-13: Requested approval of letter to Sandi Owen.

Jim-yes; Charles-yes; Susan-yes; Kitty-yes.

08-25-13: Larry-abstention.

08-25-13: Ken-yes. With 5-yes & 1 abstention: Letter approved.

K)

08-24-13

Robin requested approval of Showring e-blast.

08-24-13: Jim-yes.

08-25-13: Charles-yes.

08-28-13: Susan-yes

08-29-13: Kitty-yes; Larry-abstention.

08-29-13: Ken-yes. With 5-yes & 1 abstention: E-blast approved.

L)

08-26-13

Robin requested approval of Oklahoma State Fair e-blast.

08-26-13: Jim-yes.

08-27-13: Susan-yes; Kitty-yes; Charles-yes.

08-27-13: Larry-abstention.

08-27-13: Ken-yes. With 5-yes & 1 abstention: E-blast approved.

M)

08-27-13

Robin requested approval of Judges Clinic reminder e-blast.

08-27-13: Susan-yes; Jim-yes; Charles-yes; Kitty-yes.

08-28-13: Larry-abstention.

08-28-13: Ken-yes. With 5-yes & 1 abstention: E-blast approved.

N)

08-28-13

Request by Barb Harris (Judges Committee chair) & Cheryl Juntilla (Regional Committee chair) to use Lora Crawford as replacement clinic instructor and NW Regional judge to replace Judie Moser.

08-28-13: Susan-yes; Jim-yes; Kitty-yes; Charles-yes.

08-29-13: Larry-abstention.

08-29-13: Ken-yes. With 5-yes & 1 abstention: Request approved.

O)

08-28-13

Request for approval of e-blast concerning Sub-Junior Showmanship at ALSA Nationals.

08-28-13: Jim-yes; Susan-yes.

08-29-13: Charles-yes; Kitty-yes; Larry-abstention.

08-29-13: Ken-yes. With 5-yes & 1 abstention: E-blast approved.

P) Covered in 09-03-13 Emergency meeting. Info in those minutes.

Q)

09-03-13: Regional Committee Request: Lora Crawford is not available for the NW Regional Championship, so the Regional Super spent a bunch of time this weekend calling through the list of judges and finally found that Mary Jo Miller is available. I checked with the Judges Committee and confirmed that she is eligible to judge a regional show. Could you please ask the Board for formal approval so that Robin can make this change on the e-mail blast she has ready to send out? Thank you.

09-03-13: Jim: I make a motion to approved Mary Jo Miller and vote yes.

Kitty: I second the motion and vote yes. Susan-yes; Larry-yes. Charles-yes

09-03-13: Ken: With 5-yes votes: Mary Jo Miller approved as NW Regional judge.

R)

09-03-13 9:41 pm: Kitty submitted minutes for 09-03-13 Emergency meeting.

09-04-13: Susan: I make the motion to approve these minutes from Sept. 3rd.

09-05-13: Larry: Roll call vote needed due to common sense...

09-05-13: Charles: I seconded and approve.

09-05-13: Kitty: I approve.

09-05-13: Susan: I approve.

09-07-13: Larry-no; Jim-no.

09-08-13: Ken-yes: With 4-yes votes & 2-no votes & no corrections submitted: minutes of 09-03-13 are approved.

S)

09-01-13

Robin requested approval of e-blast: Thank you Hank, Jim, Mary Nell, Ruby, Robin, Sean, Larry, Deanna, Deb, Don, Diana, Bob, and Tammy for your sponsorship to the 2013 ALSA Grand National Show.

09-04-13: Susan-yes; Jim-yes; Charles-yes

09-05-13: Kitty-yes; Larry-abstention.

09-05-13: Ken-yes. With 5-yes & 1 abstention: E-blast approved.

T)

09-04-13

Robin requested approval of e-blast: URGENT - EXTENDED DEADLINE - SEPTEMBER 2013 JUDGES CLINIC - GRASS VALLEY CA.

09-04-13: Susan-yes; Jim-yes; Charles-yes

09-05-13: Kitty-yes; Larry-abstention.

09-05-13: Ken-yes. With 5-yes & 1 abstention: E-blast approved.

U)

09-04-13:

Robin requested approval of e-blast: Announcing Kristy Brown, DVM to speak at the 2013 Grand National.

09-05-13: Susan-yes; Jim-yes;

09-06-13: Charles-yes

09-08-13: Kitty-yes; Larry-abstention.

09-08-13: Ken-yes. With 5-yes & 1-abstention. E-blast approved.

09-09-13: Larry-yes

V)

09-05-13:

Robin requested approval of e-blast: Mary Jo Miller will be the new judge at the Northwestern Regional Championship Show.

09-05-13: Kitty-yes; Susan-yes; Charles-yes.

09-07-13: Larry-abstention; Jim-abstention.

09-07-13: Ken-yes. With 4-yes & 2 abstention: E-blast approved.

W)

09-05-13:

Jim: I make motion to approve \$200.00 for Kristi Brown for presentation about conformation program at GN.

Susan: I will second and approve

09-06-13: Charles-yes

09-07-13: Jim-yes

09-08-13: Kitty-yes

09-08-13: Larry-abstention.

09-08-13: Ken-no. With 4-yes; 1-no & 1-abstention: Motion carried..

X)

09-07-13

Robin: Approved email blast BUT with a change, so I need approval again.

09-07-13: Kitty-yes; Jim-yes; Susan-yes

09-08-13: Larry-abstention; Charles-abstention.

09-08-13: Ken-yes. With 4-yes & 2 abstention: E-blast approved.

Y)

9/10/13

BOD Members

At this time (09-10-13, 8:31 pm CST)

I withdraw my resignation from the ALSA Board of Directors.

Our next meeting will be Sept 17, 2013, 8 pm EST. Items on agenda will be the Sept 10, 2013 agenda minus Treasures report and add any committee reports we have received up to today. I will send a revised agenda by Sat.

Ken

*Jim: Motion to adjourn the meeting.*

*Kitty: Seconds the motion.*

*Motion carried.*

Meeting adjourned at 11:07 PM E.S.T.

Minutes: Kitty