

ALSA Monthly BOD Meeting December 8, 2015

Call to order: 6:03 p.m.

Next Board Meeting: Tuesday, January 12, 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 – joined meeting at 6:43 p.m.

Susan Leslie

Lauri Jones – excused due to illness

Non Board Members also present:

Office Manager Robin Turell

Office Report:

BOD Meeting Office Report December 8, 2015

May I first thank the entire BOD for allowing me to continue as the Executive Secretary for ALSA for the 2016 year.

1. Membership

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

New membership cards are scheduled to start going out in January 2016.

2. Shows

Show results postings are coming along and are scheduled to be finished by the end of the year. Robin is helping one show superintendent obtain the results from a state fair show.

3. Handbook changes for 2016

There should only be a few pages with changes this year and they can be mailed to members with their 2016 membership cards.

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

Treasurer's Report

Treasurer's Report for the Month of November, 2015

- 1) All bank accounts have been reconciled
- 2) All known GN income and expenses have been collected and/or paid
- 3) All known Regional income and expenses have been collected and/or paid

Current Assets

Checking Accounts	\$	15,017
Investment Account		55,855

Cash Memorials	<u>2,739</u>
Total Current Assets	<u>\$ 73,611</u>
Liabilities	
Accounts Payable	<u>0</u>
Total Liabilities	<u>0</u>
Equity	<u>\$ 73,611</u>
Total Liabilities and Equity	<u>\$ 73,611</u>

Cash Balance on Hand October, 2015 \$ 89,934

Receipts		
Membership Revenue	\$	475
Show Fee Revenue		210
Grand National Revenue		310
Memorial Youth Scholarship		10,326
Other Revenue / Judge Fees		<u>301</u>
Total Receipts	\$	11,622

Disbursements		
Grand National Expenses	\$	16,092
Judge Clinic Expenses		0
BOD Expenses		355
Bank/Credit Card Fees		536
Office Contract/Expenses		3,746
Judge Committee		0
Scholarship Paid		0
Regional Expenses		7,099
Website Expenses		<u>117</u>
Total Disbursements	\$	<u>27,945</u>

Balance on Hand October 31, 2015 \$ 73,611

Motion by Cheryl to accept Treasurer's Report, seconded by Susan, and unanimously approved.

Old Business: Proposed Handbook revisions tabled at last meeting (see below in Handbook Committee section)

New Business: Minutes of joint teleconference

Motion by Susan to approve final draft of minutes of joint teleconference with ILR Board, seconded by Jim and unanimously approved.

Cheryl was authorized to let Linda Hayes know that the minutes had been approved.

Correspondence from Members:

Discussion about e-mails received by the ALSA Office from an exhibitor who had discovered an error had been made during the announcement of placings in a Grand National halter class. A letter will be drafted to thank the exhibitor for her good sportsmanship and for bringing this to our attention.

Discussion about an e-mail received from a youth exhibitor who had earned a championship placing at a show which did not get recorded because the show superintendent did not send the show results and fees to the ALSA Office. A letter will be drafted to the youth expressing our sympathy and explaining there is nothing we can do unless the show superintendent fulfills his duties to the exhibitors.

Committee Reports:

- 1) Alpaca Committee - Chair: Mary Reed – No report
- 2) Election Committee - Chair: Lougene Baird – No report
- 3) Ethics Committee - Chair: Cheryl Lambert – At the Board's request, a report on appropriate procedure of Motions and Minutes was prepared.

Motion by Susan to accept full report as written and attach it to these minutes, seconded by Debbie and unanimously approved.

Based upon the recommendations in the report, the following actions are taken:

Motion by Cheryl to Rescind the July 14, 2015 Motion made and carried to rescind the June 30, 2015 Meeting Minutes and that the Handbook revisions addressed in those minutes be remanded to the new Judges Committee for its review and consideration. Seconded by Jim and unanimously approved.

Motion by Cheryl to Rescind the July 14, 2015 Motion made and carried that the minutes of June 30 meeting be totally rescinded and purged. Seconded by Jim and unanimously approved.

Motion by Cheryl to Rescind June 30, 2015 Motions to approve Items 2, 3, 4, and 6 of the Judge's Report, seconded by Allen and unanimously approved.

~~Item 2) Section 1 H Approval of Regional Championship, Grand National and Apprentice-Accepting Llama, Alpaca and Fleece Judges, including fully certified Youth and Performance judges are as follows: All Judges must be a Certified ALSA Judge for 5 years and judge one show per year. 1 show in a 5 year period having 50 or more entries.~~

~~Item 3) Adds Fleece Part E Section 6 A~~

~~A. The Judges' Committee will provide a list of eligible Llama, Alpaca and Fleece Judges for the Regional Championship shows who meet the criteria in Part S, Section 1 H. The Regional Superintendents must select their Judges from this list.~~

~~Item 4) Adds Fleece Part F Section 7 A~~

~~A. The Judges' Committee will provide a list of all eligible Llama, Alpaca and Fleece Judges for the Grand National who meet the criteria in Part S, Section 1-H. The Grand National Committee must select the Judges from this list. Item 6) Clarifies rule. Also removes statement that is no longer required of judges.~~
~~Part V Section 1-D-1~~

~~1. Any protest that is acted upon and upheld by the ALSA Board of Directors may carry a probation period of one year for those being protested against. Such probation period must be imposed during official Board of Director meeting and be recorded in the official Board Minutes. During that period, no current status can be changed. For instance, an exhibitor may not apply for the Judge's Program, an apprentice may not apply for certification or attend further clinics or judge any performance classes, and in some instances may not be allowed to apprentice without certain stipulations, or may be removed from the Apprentice Program. A Judge may not apply for an upgraded license and, in some instances, may not be allowed to judge without certain stipulations.~~

4) Fleece Committee - Chair: Cindy Ruckman – No report

5) Finance & Budget Committee - Chair: Patti Wattigney – See Treasurer's Report

6) Grand National Committee - Chair: Glenna Overmiller – No written report. Contract with Kansas State Fair for 2016 Grand National has been signed and the deposit paid. Board members have questions regarding ribbon proposal, would like to see survey results and know who the members of the committee will be.

Motion by Cheryl to appoint Glenna Overmiller as Chair of the 2016 Grand National Committee, seconded by Allen and unanimously approved.

Motion by Jim to table discussion of 2016 Grand National until January meeting, seconded by Susan. Debbie and Allen vote yes. Cheryl abstains.

7) Handbook Committee – Co-Chairs: Marcie Saska-Agnew and Adryce Mathiesen - The proposed revisions received from various committees are listed in page order to make it easier to compare the different versions and decide which to approve. To reduce confusion, these minutes only contain the final approved version of each revision with language which has been added underscored. In some cases suggestions from different committees were combined. Requested revisions which were not approved are noted but not copied in full.

Prior Judges Committee requested an addition to Part B, Section G-2 on page 10 of the Handbook. Motion by Jim to not approve that addition, seconded by Cheryl and unanimously approved.

The Judges Committee and Election Committee both submitted proposed revisions to Part B, Section 2 H on page 10 of the Handbook regarding the election of the Chair of the Judges Committee.

Motion by Cheryl to accept the revision submitted by the Election Committee, seconded by Jim and unanimously approved.

H. Judges' Committee

1. Members

- a. All members must be certified ALSA Judges
- b. One member must be a certified Alpaca Judge
- c. The Chairperson of the Judges' Committee shall be elected by ALSA judges and apprentices in good standing, with the election to be held in accordance with Article III, Section 2 of the Standing Rules.

Page 18 – Part D, Section 1. Proposed revision from Show Management Committee for clarification regarding dual sanctioned shows. Also editorial changes suggested by Handbook Committee to delete redundant language and make section more concise.

A long discussion was had about the proposed revision regarding dual sanctioned shows, including consideration of the potential negative financial impact to both ALSA and show superintendents, whether the concerns giving rise to the request for this revision were supported by facts and whether those concerns were already adequately addressed by existing Handbook provisions.

Motion by Cheryl to approve editorial changes only to this section, seconded by Susan. Debbie and Allen vote yes. Jim votes no.

Part D. Sanctioned Shows

Section 1. Show Approval

- A. Llama or Alpaca
1. The sanctioning process begins when the Show Manager submits the completed show sanctioning form with the fee to the ALSA office. Once your show sanctioning form has been received and reviewed by the ALSA office, your show will be TEMPORARILY SANCTIONED, you will be notified, and your show will be placed on the ALSA website events page to help increase your attendance and have the information available to members and friends of ALSA. Your show may now be publicized. **(We understand that there are some extenuating circumstances which will have your show being previously advertised before you are able to contact the ALSA office; (for example a State Fair show, etc.) and we will take every consideration toward this to allow your temporary sanctioning.**
 2. The show entry packet including your premium/class lists, all approved classes and divisions offered, descriptions and requirements for classes, preliminary performance Judging (if scheduled), and entry eligibility requirements must be furnished to the ALSA office as soon as possible. The ALSA office will inform you if corrections are necessary. The corrected copy must be sent to the ALSA office for final approval to have your show “ALSA Sanctioned.” You will be contacted with this approval. Once the show sanctioning form and the aforementioned information is received, your show information will be placed on the ALSA Website and you will be eligible for free advertising by the ALSA office.
 3. **If you do not furnish the ALSA office with your premium/class lists, all approved classes and divisions offered, descriptions and requirements for classes, preliminary performance Judging (if scheduled) and entry eligibility requirements PRIOR to your show, your show WILL NOT BE SANCTIONED by ALSA!**
 - a. Your exhibitors WILL NOT RECEIVE any points.
 - b. Your show results WILL NOT BE POSTED on the ALSA website.
 - c. Also, failing to furnish the ALSA office with your premium/class lists, all approved classes and divisions offered, descriptions and requirements for classes, preliminary performance Judging (if scheduled), and entry eligibility requirements could result in your show being in probationary status.
 - d. Your sanctioning fee will not be reimbursed.
 4. All show related fees required by ALSA are to be paid in U. S. dollars.
 5. An application fee of \$25 for shows of 30 or fewer animals, or \$50 for shows of more than 30 animals, must be accompany the application form. A \$25 separate show application fee for shows under 30 fleece entries or \$50 for shows over 30 fleece entries, must accompany the application form. These fees are nonrefundable.

Pages 27 and 31 – Revisions submitted by prior Judges Committee unanimously approved

Part E Section 6-A (Adds Fleece)

A. The Judges' Committee will provide a list of eligible Llama, Alpaca and Fleece Judges for the Regional Championship shows who meet the criteria in Part S, Section 1-H. The Regional Superintendents must select their Judges from this list.

Part F Section 7-A (Adds Fleece)

A. The Judges' Committee will provide a list of all eligible Llama, Alpaca and Fleece Judges for the Grand National who meet the criteria in Part S, Section 1-H. The Grand National Committee must select the Judges from this list.

Part H, page 40 – clarification of age divisions unanimously approved.

Section 1. Approved Llama Halter Classes

- E. Age Divisions:
1. Males/Females – Breeding. The following divisions for males and females may not be combined in any way.
 - a. Juvenile – 5 to 12 months
 - b. Yearling – 12 to 24 months
 - c. Two-Year Old – 24 to 36 months
 - d. Adult – 36 months and older
 2. Non Breeder.
 - a. Yearling – 12 to 24 months
 - b. Two-Year Old – 24 to 36 months
 - c. Adult – 36 months and older

Proposed changes from Fleece Committee – unanimously approved.

Part O: Fleece

Page 97 (Deletes requirement that registration certificate be placed in shorn fleece bag.)

- A. 3. Rules:
- a. Each fleece entry shall be accompanied by a completed Entry Tag, provided by show management, with the following information:
 - i. Age division... thru ix. (unchanged)
 - b... thru h. (unchanged)

Page 100 (Adds judging criteria and clarifies rules for Finished Products Classes)

C: Finished Products

These classes.....finished. At the discretion of the Show Superintendent, and if there are more than 4 entries per class, any Finished Product class may be divided. (e.g. The "Handspun Yarn" class may be divided into a "Traditional Handspun Yarn" class and a "Novelty Handspun Yarn" class.)

1. Rules
 - a. The Judge is required to be a certified ALSA Fleece Judge.
 - b. Items must be made of at least 60% Lama (Llama, Alpaca, Paco-Vicuna or Guanaco).
100 points possible meeting criteria below.
 - c. Items should be submitted with an ALSA entry card folded to cover identity of the exhibitor.
 - d. The Show Superintendent may combine all Finished Products Classes within a division into one class if there are fewer than four Finished Products entries per division.

- e. Grand and Reserve Champion points will be given in each division., i.e., -Youth, Novice, Advanced. (Refer to inside back cover)
- 2. Classes
 - a. Knitted and Crocheted
 - b. Woven
 - c. Felted
 - d. Handspun Yarn
 - e. Other
- 3. Divisions
 - a. Youth – combined 8 thru 18 years old age group.
 - b. Novice – This division is for the inexperienced fiber artist. This designation is determined initially by the fiber artist. After receiving 3 firsts in a class, the artist is required to move to advanced.
 - c. Advanced – This division is for the experienced fiber artist. This designation is determined initially by the fiber artist. Once a product has been entered in advanced, it may no longer compete in novice.
 - d. All fiber artists must obtain a tracking number from the ALSA office. For youth the number is the same as the youth number. For adults, the number is the same as the adult showmanship number.
- 4. Criteria
 - a. Knitted and Crochet
 - i. Proper yarn for the project- 10 points
 - ii. Proper technique for the project-20 points
 - iii. Appropriate gauge for the yarn-10 points
 - iv. Proper finishing and blocking- 20 points
 - v. Originality- 15 points
 - vi. Difficulty of design- 10 points
 - vii. General appearance- 15 points
 - b. Woven
 - i. Proper yarn for the project- 10 points
 - ii. Proper sett- 20 points
 - iii. Consistent beat- 10 points
 - iv. Proper finishing and wet blocking (unless inappropriate for design)- 20 points
 - v. Originality- 15 points
 - vi. Difficulty of design- 10 points
 - vii. General appearance- 15 points
 - c. Felted
 - i. Well meshed- 20 points
 - ii. Durable- 20 points
 - iii. Appropriate for intended use- 10 points
 - iv. Originality- 20 points
 - v. Difficulty of design- 15 points
 - vi. General appearance- 15 points
 - d. Handspun Yarn
 - i. Preparation- 15 points
 - ii. Proper twist and balance- 15 points
 - iii. Fineness and hand- 15 points
 - iv. Consistency- 15 points
 - v. Appropriate finishing- 10 points

- vi. General appearance- 15 points
- vii. Appropriate suggestions for use- 15 points
- e. Other
This class was created for entries that do not meet criteria due creativity or innovation. The Show Superintendent or Judge may divide this class if there are more than four entries. e.g. Other – Knitted or Crocheted; Other – Woven; Other – Felted; Other – Hand-Spun.
 - i. Preparation- 15 points
 - ii. Originality- 20 points
 - iii. Difficulty of design- 20 points
 - iv. Appropriate technique for the project- 10 points
 - v. Appropriate suggestions for intended use- 10 points
 - vi. Appropriate finishing for presentation- 10 points
 - vii. General appearance- 15 points
 - viii.
- 5. Optional Classes
 - a. People’s Choice Award. This is a popular award that allows the exhibitors and public to vote for their favorite finished product.
 - b. Voting should take place prior to the awarding of ribbons and prizes.
 - c. If possible, there should be a People’s Choice Youth and People’s Choice Adult.
 - d. No ALSA points are given for this award.

Three different versions of Part S, Section 1-H on page 124 of the Handbook were submitted and compared. Motion by Jim to approve grammatically corrected version, seconded by Allen and unanimously approved.

H. Qualifications for approval of Regional Championship, Grand National and Apprentice-Accepting Llama, Alpaca and Fleece Judges, including fully certified Youth and Performance judges, are as follows: Must be Certified ALSA Judges for five years or more and judge at least one show per year with at least one show in a five-year period having 50 or more entries.

Page 124 – Editorial clarification and grammatical corrections submitted by Handbook Committee in 2014 unanimously approved.

Section 2. Certification Requirements

A.. All Apprentices and Judges:

1. Must be members of ALSA and at least 21 years of age. A person may qualify if he or she is at least 19 years of age and has participated in the ALSA Youth Judging Program for four years or more and competed in ALSA Youth Judging classes in at least eight shows.

Page 125 – Proposed revisions to Part S, Section 2 A-6 were submitted by both the former and current Judges Committees.

Motion by Cheryl to approve the following revision, seconded by Jim and unanimously approved.

6. In the case of a person having in-depth knowledge as well as previous judging experience, he or she may apply in writing listing and providing documentation of all their previous qualifications to the Judges’ Committee for a waiver of their final clinic. Each applicant will be evaluated on their own merit. Any waiver must be approved by the ALSA Board of Directors. If applying for a waiver, the third apprenticeship must be done with a judge that is recommended by the Judges’ Committee. The committee chair will recommend several judges to the apprentice based on reviews from previous apprenticeships.

Note – this paragraph applies to all llama, alpaca and fleece judges and apprentices, so does not need to be repeated throughout Part S.

Page 125 – Proposed revisions to Section 2-A 8 & 9 were submitted by both the former and current Judges Committees. Motion by Jim to approve a combination of the two versions, seconded by Allen and unanimously approved.

Part S Section 2-A-8 & 9

8. Apprentices and Judges must complete and have on file all required Judges' reports and forms. Previous year Annual Reports are due by January 31.

9. All ALSA judges who meet the following requirements are released from having to attend any further clinics:

- a) All dues are current.
- b) All required paper work is current.
- c) No upheld complaints or protests.
- d) Judge must attend at least one Judges' Meeting at the Grand National in a 5 year period.
- e) Judge must participate on a yearly conference call as conducted by the Judge's committee.

Page 128, Section 3 C - Submitted by Judges Committee – unanimously approved with Board revision

C. Former ALSA judges who decide to return to judging for ALSA may do so by completing the following requirements:

1. Judge must make written application to the Judges Committee for reinstatement
2. Three letters of recommendation from ALSA members.
3. ALSA dues are current and membership in good standing.
4. One mentorship with a current ALSA instructor or Assistant Instructor to verify current knowledge of handbook and requirements. A show apprenticeship may be substituted for the mentorship.
5. Immediate payment of ALSA judge's dues when notified of acceptance back into the ALSA Judges program.
6. The above must be approved by the ALSA Judges' Committee and the ALSA Board of Directors.
7. Judges who are reinstated will forfeit prior years' seniority with regard to accepting apprentices and judging the ALSA Regional Championship and Grand National shows.
8. Judges who retired due to medical or family reasons will be reinstated at their previous status once they have completed either an apprenticeship or mentorship and are approved by the Board.

Page 130, Part S, Section 5 B 1 – Submitted by Judges Committee – unanimously approved with Board revision

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 Judges' Committee.

A requested revision to Part V, Section 1-D-1 on Page 140 was submitted by the prior Judges Committee.

Motion by Jim to not approve this revision and request the Protest Committee to review this section and determine if a revision should be made for the 2017 Handbook, Seconded by Cheryl and unanimously approved.

Page 159, Standing Rules Article III - Proposed additions to the Standing Rules to address the election of the Chair of the Judges Committee were submitted by both the Judges Committee and the Election Committee.

Motion by Jim to approve the following version, seconded by Cheryl and unanimously approved.

Section 2: Election of Chairperson of Judges' Committee

1. The position of Chairperson of the Judges' Committee will be reviewed annually by the ALSA Board of Directors and the election of a new Chairperson shall take place on an as-needed basis.

2. The ALSA Election Committee will conduct the election of the Judges' Committee Chairperson and will be responsible for notification to judges regarding the election, all dates and deadlines including submitting statements of candidacy, qualifications of the candidates and voting. The election results will be reported to the Election Committee Liaison, who will report the results to the Board of Directors. Once the winner has accepted the position to Chair the Judges' Committee and been approved by the Board, the Judges Committee Liaison will notify the Judges of the results.

3. Only ALSA judges and apprentices in good standing may vote in the election.

4. The election of the Chairperson of the Judges' Committee shall take place if needed to fill a vacancy in the position. A vacancy will be created by any of the following:

a. The Chairperson of the Judges' Committee may resign at any time by giving written notice to the ALSA Board of Directors.

b. The ALSA Board of Directors shall declare a vacancy in the position if the Chairperson has been declared of unsound mind by an order of any court or convicted of a felony.

c. The Chairperson may be subject to a recall vote by a signed petition of at least twenty-five percent (25%) of ALSA judges and apprentices in good standing followed by an affirmative vote of two-thirds of said judges and apprentices.

d. The Chairperson shall be immediately removed if he or she is the subject of a valid, upheld protest in accordance with Part V of the ALSA Handbook.

e. The Chairperson may be removed for cause by a majority vote of the ALSA Board of Directors if he or she fails to perform the responsibilities of the position, engages in unauthorized conduct that is prejudicial to the best interests of ALSA, violates ALSA rules or violates the Ethics provisions of the ALSA Handbook.

5. Upon the resignation or removal of the Chairperson, he or she must immediately relinquish all ALSA property and judges' files to the ALSA Office so that they can be forwarded to the next Chairperson.

END OF HANDBOOK REVISIONS

8) Judge's Committee - Chair: Barb Harris – the following special request was received by the Board on December 3, 2015.

ALSA Judges' Committee Request October 2015

These are time sensitive requests that the committee is making otherwise it would have gone through the SOP for reports.

Alpaca apprentices are being faced with great difficulties in satisfying their apprenticeship requirements with ALSA sanctioned alpaca shows due to the very limited number of such shows. Most alpaca shows are operating as Open shows but following all ALSA guidelines. It appears that the issue is not with ALSA guidelines for judging but with the ALSA non-member fee. The majority of these alpaca shows are in areas where there may be only one show a year and their exhibitors can't justify becoming ALSA members or paying the non-member fee to show once a year. So the shows are going as Open. Most alpaca owners are only interested in beautiful ribbons that they can hang on their stalls.

Joy Bishop-Forshey and Patti Morgan are apprenticing at two such shows. Both of these shows are being judged by ALSA certified alpaca judges. Mary Reed is judging the show (October 17th) that Joy wishes to apprentice at and Deb Yeagle is judging the show (January 2016) that Patti Morgan wishes to apprentice at.

The ALSA handbook specifies that an apprentice must apprentice only at ALSA sanctioned shows. If we are to honor our commitments to our alpaca apprentices we need to find a way to make this work for them. Some on this committee feel that we need to hold strictly to the handbook though. At this time we would like to request a waiver for these two apprentices to have these apprenticeships count for them toward their requirements until the committee can present a viable alternative for situations such as this.

The second request is for an Alpaca halter, fleece and breeders clinic to be held in Tampa Florida January 29, 30 and 31, 2016. Deb Yeagle will be the instructor. Deb and I will be working together very closely to make sure that we have the attendance to make this clinic successful. The request had been submitted to the previous committee and tabled. It has been resubmitted to the current committee and now we need the lead time to get this out to the ALSA membership and apprentices. The current requested deadline is the 19th of January.

Respectfully,
ALSA Judges' Committee
Barb Harris – chair
Maryan Baker
Margaret Henry
Bill Feick
Tami Lash
Patti Morgan
Mary Reed
Deb Yeagle

The requested waivers are not approved because they are not necessary. The ALSA Handbook does not require that alpaca and fleece apprenticeships must only take place at ALSA sanctioned shows. If the Judges Committee will refer to pages 126 and 127 they will see

that alpaca and fleece apprenticeships can take place at “ALSA approved” shows. Persons who wish to apprentice at an open fleece or alpaca show should provide the Judges Committee with information about the show to submit to the Board so the show can be approved for an apprenticeship. Since one of the apprenticeships mentioned has apparently already taken place, the Judges Committee should submit adequate information to the Board and the show can be approved retroactively.

The second request about the clinic was approved by e-mail vote on December 3, 2015.

- 9) Membership Committee - Chair: Mary Rose Collins – No report.
- 10) Nomination Committee - Chair: Ana Reese – No report.
- 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, Marketing and Website Committees - Chair: Ruby Herron – No report. Ruby is busy working on the Winter edition of *Showing*.
- 15) Regional Committee - Chair: Kitty Tuck-Hampel – No report.
- 16) Show Management Committee - Chair: Glenna Overmiller – No report.
- 17) Youth Committee - Co-Chairs: Michelle Kutzler & Terry White – No report

E-mail motions

- 11/17/15 Draft minutes of joint teleconference with ILR Board submitted for review. Two revisions made. Revised draft approved by Susan, Debbie, Lauri, Jim and Paul.
- 11/18/15 Letter drafted to two members about posting personal matters on ALSA's Facebook page. One revision made. Revised draft approved by Jim, Lauri, Susan and Cheryl.
- 11/20/15 E-mail to member about reasons for delay in posting show results on website. Approved by Debbie, Susan, Paul and Cheryl.
- 11/24/15 Motion by Cheryl to authorize Jim to coordinate with data base programmer and approve payment for work being done. Seconded by Susan and unanimously approved.
- 11/25/15 Revised minutes of joint teleconference incorporating language from ILR's draft submitted for review. Approved by Susan, Debbie, Jim and Cheryl.
- 12/3/15 Request for expedited approval of a judging clinic to be held in Florida at the end of January, 2016. Approved by Jim, Susan, Debbie, Lauri and Cheryl.

Alpaca Llama Show Association

17102 Mueschke Rd. Cypress, TX 77433

Report as Requested on appropriate procedure of Motions and Minutes.



Respectfully Submitted by: Cheryl Lambert, Chair of Ethics
Committee

Purpose of this report:

It has been brought to the attention of the Board Of Directors and Ethics Chair of a possible violation to both the ALSA By-Laws and Roberts Rule of Order. This report will be the reflection of the issues and the correct resolution through proper procedures. To also include a recommendation of correction.

To be Noted the Robert Rule of Order Newly Revised Version 11 was used for the reference point of this report as it is the most current version as so noted in the ALSA By-Laws.

Facts of actions taken

For the sake of this report the Names will be omitted, however can be found in in the July 14, 2015 Board of Directors Minutes, the June 30, 2015 Minutes, June 9th, 2015 Minutes.

On June 9th the BOD held their regular monthly meeting. As per the minutes the Judges Report portion Items #2-#6 of report number 3 submitted to the BOD to table those items for 7 days for electronic vote. The June 9th meeting minutes were produced for approval on June 14, corrections made and final approved minutes took place on June 16th, 2015. A revision of the Minutes took place on only the election committee report on June 18th and amended/approved on the 22nd. On June 20th, 2015 and email from the President of ALSA, called for June 30th, 2015 for a special meeting with the notation (or main cause for special meeting) to finalize the Judges Committee's report and review of the Grand National Budget. The Response to this email as so record, states all members with the exception of one. On June 29th, the individual who could not attend sent a written copy of his proxy for the June 30th Meeting authorizing another director to vote on his behalf. Another director on June 30th sent written copy of her proxy for the June 30th meeting and requesting another director to vote on her behalf. On June 30th, 2015 at 8:00pm the Roll call was completed and noted that one person was absent, however all voting power was present for this meeting.

Items #2 through #6 of the Judges report that was tabled per June 9th, 2015 Minutes were discussed and motions made accordingly with majority vote carrying the motion.

July 14, 2015 Regular Scheduled BOD Meeting, discusses normal business, and the election of officers to their new positions Under old business, a discussion took place with concerns of the special meeting minutes and a motion was made to RECIIND AND PURGE the minutes on the June 30th, meeting.

A Letter was sent on August 25th, 2015 to the BOD with concerns of a violation of the By-Laws along with improper procedures and a request to review the process and re instate the June 30th Minutes.

September 11, 2015 a response was sent to the author of the letter dating August 25th, 2015 from the BOD that stated that the BOD was not ignoring the request to re evaluate, however felt they were correct in the handling of the purging of the June 30th, 2015 Minute and stated "improperly included items that we not notice of the special meeting and because the primary purpose of the meeting was to address Handbook changes that you submitted in violation of the approved procedure for doing so." Following with the statement of " this is very similar to the lame—duck meeting you called in 2014 to try to control the appointment of committees and liaisons on your last day as president and no minutes from that meeting exist in ALSA's records."

September 13th, 2015, the Ethics Chair received the same information, along with the letter received from the BOD and requested the Ethics chair to review. Ethics Chair called the liaison for further direction. A response was sent to the author of the Ethics committee that this will be looked into and may take some time as advised by the liaison.

As a result of the response of the BOD in the September 11, 2015 meeting caused for an other letter to be sent on November 1, 2015 in response again to a violation of procedure of the BOD.

Ethics Chair was then requested to officially look into and respond with this report by the BOD Liaison.

Review and Recommendation to correct.

After much review and cross checking with all their responses and procedures, the committee sees that there we multiple mistakes made in the procedure and handling of this issue. From here on out, the reference of procedure will be the process and finally the proper corrective action.

As per the ALSA By-Laws, revised December 1st, 2015, on page 151 Section 13. Meetings section B; states Special meetings of the Board of Directors may be called by the President, Vice President, or any Two Directors.

ACTION DONE: On June 20th, 2015 the President called for a special meeting of June 30th, 2015 to complete the Judges Committee Report and Grand National Budget if completed.

RESPONSE TO THE ACTION: This Process is **NOT in violation** and was conducted correctly as in the ALSA BY-LAWS as it states that a special meeting to be called must have 10 day notice, which did happen. All Members of the Board responded to the request for this meeting and therefore acknowledges the notification. Also noted during this time frame was the items to be discussed, which were the remaining of the Judges Committee report, as so noted in the JUNE 9th Minutes, of which the discussion for all three of the judges report were for approval of apprentices and HANDBOOK RECOMMEND REVISIONS. The Meeting on June 9th stated and a motion was carried to table items #2 - #6 for a 7 day period, that could not occur until minutes we fully approved and published as so noted as June 22th, 2015. And therefore the Meeting was properly called and items discussed during the June 30th, 2015 meeting were done correctly and are a valid meeting with Minutes that were taken.

ACTION DONE: July, 14, 2015, as Recorded in the Minutes a Discussion occurred with concerns of the special meeting being in violation and Motion was made and unanimously approved to **"RECIND AND PURGE"** the minutes of the June 30th, 2015 Special meeting with a cause of "improperly included items not addressed in the notice for the Special meeting."

RESPONSE TO THE ACTION: AS noted and in the attachment, Roberts Rule of Order Newly Revised Version 11th Edition, become the governing document when the *ALSA By-Laws do not cover. Therefore, as noted on Page 305 Section 35, of RR v11, Rescind* – also known as Repeal and Annul – is the motion by which a previous action or order can be canceled or countermanded. The effect of the Rescind is to strike out an entire main motion, resolution, order or rule that has been adopted at some previous time.

#2 on page 305 States "All of the subsidiary motions can be applied to the motions to rescind and to amend something previously adopted.

#6, 10th line down on Page 306 States: "Rescind can be amended, for example, by substituting for it a motion to amend what is proposed to be rescinded. But if a motion to *Rescind or Amend Something Previously Adopted* is amended to that the changed proposed by the amended motion then exceeds the scope of a previous notice was given, the effect of the previous notice is destroyed and the motion can no longer be voted by majority vote. (which means in this case the majority of the BOD).

#7, 10th line down on page 307 States: previous notice as described above and a two-thirds **vote of majority of the membership.**

Under RECIND and EXPUNGE for the Minutes, 10th line down on page 310 States: "*Rescind and Expunge form the Minutes (or the Record).* Adoption of this motions requires an affirmative vote of a majority of the entire membership."

19th line down on page 310 States: Rescinded and Ordered Expunged," with the date and signature. In the recorded minutes the words that are expunged must not be blotted or cur out so that they cannot be read, sing this would make it impossible to verify whether more was expunged than ordered. In any published record of the proceedings, the expunged material is omitted. Rather than expunging, it is usually

better to rescind the previous action and then it is advisable, to adopt a resolution condemning the action which was rescinded.

Recommendation to the BOD to resolve and correct the above mentioned actions:

In order to accomplish a resolution of all parties and a proper procedure would be as follows:

1. Next ALSA BOD Meeting, a Motion needs to be made to RESCIND the Motion that was carried in the July, 14th 2015 Meeting. The motion should be stated as follows: **A Motion to Rescind the Motion made and carried to rescind the June 30th, 2015 Meeting Minutes and the Handbook Revisions addressed in those minutes be remanded to the new Judges Committee for its review and consideration.**
2. Once this motion is voted on and complete, the June 30th, minutes need to be recorded and published in its entirety.
3. Then a Motion can be made to Amend / rescind a portion of the Minutes that is causing this issue, which based on the response and vote looks to be Item #6 in the minutes. Remember if you want to rescind it has to be by the motion that was made in reverse. So for example: if Item #6 you wanted to rescind, then the motion must state as follows: A Motion to rescind the motion made and carried in the June 30th, 2015 Meeting Minutes to approve Item #6. Of which that section of the Minutes will need to be included as part of the motions with strike through the items so that they are legible for the members. This is only noted in the current minutes.

EXAMPLE:

A Motion to rescind the motion made and carried in the June 30th, 2015 Meeting Minutes to approve Item #6.

~~Item 6)~~

~~Clarifies rule. Also removes statement that is no longer required of judges.~~

~~Part V, Section 1-D-1 Page 140~~

~~1. Any protest that is acted upon and upheld by the ALSA Board of Directors will **may** carry a probation period of one year for those being protested against. **Such probation period must be imposed during official Board of Director meeting and be recorded in the official Board Minutes.** During that period, no current status can be changed. For instance, an exhibitor may not apply for the Judge's Program, an apprentice may not apply for certification or attend further clinics or judge any performance classes, and in some instances may not be allowed to apprentice without certain stipulations, or may be removed from the Apprentice Program. A Judge may not apply for an upgraded license or receive a three year recertification and, in some instances, may not be allowed to judge without certain stipulations.~~

(If you decided to Amend switch the word Amend for Rescind.)

This biggest thing here is that you have to go back to the motions, and then redo the motions. So again if you want a portion to be rescinded, you must only rescind a portion. **PLEASE NOTE** the biggest issue is that the motion in July stated to rescind and expunge. If you continue with this you will need to have the **ENTIRE MEMBERSHIP** to vote on this not just the BOD. **This is critical.**

ATTACHMENTS:

- 1 At the next session any such order is exhausted and the regular rules of debate prevail.

Form and Example

5 The form used in making this motion is, for example, "I move to take from the table the resolution relating to ... and its amendment."

10 If Member A, who has risen to seek the floor for the purpose of making this motion, observes that the chair has recognized another member who rose at about the same time and who apparently intends to make a new main motion, the procedure would be as follows:

15 MEMBER A (remaining standing and interrupting): Mr. President, I rise for the purpose of moving to take a question from the table.

Upon recognition, Member A then would move "... to take from the table the motion relating to ..."

20 If Member A did not rise to claim the floor before the chair recognized another member who already has made a new motion, then before this question has been stated by the chair, Member A can quickly rise and address the chair, thus:

25 MEMBER A: Madam President.

CHAIR: For what purpose does the member rise?

MEMBER A: I rise for the purpose of moving ... [and so on, as in the case above].

§35. RESCIND; AMEND SOMETHING PREVIOUSLY ADOPTED

By means of the motions to *Rescind* and to *Amend Something Previously Adopted*—which are two forms of one incidental main motion governed by identical rules—the assembly can change an action previously taken or ordered. *Rescind*—also known as *Repeal* or *Annul*—is the motion by which a previous action or order can be canceled or countermanded. The effect of *Rescind* is to strike out an entire main motion, resolution, order, or rule that has been adopted at some previous time. *Amend Something Previously Adopted* is the motion that can be used if it is desired to change only a part of the text, or to substitute a different version.

Standard Descriptive Characteristics

The motions to *Rescind* and to *Amend Something Previously Adopted*:

1. Take precedence over nothing, and can therefore be moved only when no other motion is pending. *Previous notice* (pp. 121–24) of intent to offer one of these motions at the next meeting can be given while another question is pending, however—provided that it does not interrupt a speaker (see Standard Characteristic 7). These motions yield to subsidiary, privileged, and incidental motions. 25
2. Can be applied to anything (e.g., bylaw, rule, policy, decision, or choice) which has continuing force and effect and which was made or created at any time or times as the result of the *adoption* of one or more main motions. (However, see below for actions that cannot be rescinded or amended.) All of the subsidiary motions can be applied to the motions to *Rescind* and to *Amend Something Previously Adopted*. 30

RESCIND THE MOTION OF
JULY 14 MEETING

THEN

YOU CAN AMEND ON
AMEND THE MOTION OF
JUNE 30th JUDGES REPORT

- 1 3. Are out of order when another has the floor; but previous notice of intent to offer one of these motions at the next meeting can be given after another member has been assigned the floor, provided that he has not begun to speak.
- 5 4. Must be seconded.
- 5 5. Are debatable; debate can go into the merits of the question which it is proposed to rescind or amend.

- 10 6. Are amendable, by the processes of primary and secondary amendment in any of the forms discussed in 12, as applicable to the particular case. Thus, a motion to Rescind can be amended, for example, by substituting for it a motion to amend what is proposed to be rescinded.

15 But if a motion to Rescind or to Amend Something Previously Adopted is amended so that the change proposed by the amended motion then exceeds the scope of a previous notice that was given, the effect of the previous notice is destroyed and the motion can no longer be adopted by a majority vote (see Standard Characteristic 7). When these motions require previous notice (as may be the case with respect to a motion to rescind or amend a provision of the bylaws or a special rule of order), such a motion cannot be amended so as to make the proposed change greater than that for which notice has been given.

- 25 7. In an assembly, except when applied to a constitution, bylaws, or special rules of order, require (a) a two-thirds vote, (b) a majority vote when notice of intent to make the motion, stating the complete substance of the proposed change, has been given at the previous meeting within a quarterly time interval or in the call of the present meeting, or (c) a vote of a majority of the entire membership—any one of which will suffice. The same vote is required for the assembly to rescind or amend an action taken by subordinate bodies, such as some executive boards, empowered to act on behalf of the assembly. In a committee, these motions require a two-thirds vote unless all committee members who voted for the motion to be

- 1 rescinded or amended are present or have received ample notice, in which case they require a majority vote. A motion to rescind or amend provisions of a constitution or bylaws is subject to the requirements for amendment as contained in the constitution or bylaws (see 56, 57). If the bylaws or governing instrument contains no provision relating to amendment, a motion to rescind or amend applied to a constitution or to bylaws is subject to the same voting requirement as to rescind or amend special rules of order—that is, it requires (a) previous notice as described above and a two-thirds vote or (b) a vote of a majority of the entire membership. For bylaws only
- 15 8. A negative vote on these motions can be reconsidered, but not an affirmative vote.

Further Rules and Explanation

RIGHT OF ANY MEMBER TO MAKE THE MOTIONS, WITHOUT TIME LIMIT. In contrast to the case of the motion to Reconsider, there is no time limit on making these motions after the adoption of the measure to which they are applied, and they can be moved by any member, regardless of how he voted on the original question. When previous notice has been given, it is usual to wait for the member who gave notice of these motions to move them; but if he does not, any member can do so.

PROPOSED AMENDMENTS BEYOND THE SCOPE OF THE NOTICE. As noted in Standard Descriptive Characteristic 6 above, when previous notice is a requirement for the adoption of a motion to rescind or amend something previously adopted, no subsidiary motion to amend is in order that proposes a change greater than that for which notice was given. This is always the case, for example, when the bylaws of an organization require previous notice for their amendment, which they should do (pp. 580–82). It will also

1 be the case, as a practical matter, whenever a majority of the
entire membership is not in attendance at the time the vote
is taken on a motion to rescind or amend a provision of the
constitution or bylaws, or a special rule of order. In either of
5 the situations described above, no subsidiary motion to
amend is in order that proposes a change going beyond the
scope of the notice which was given, for the reason that adop-
tion of such a motion will destroy the effect of the notice,
and the motion is thus tantamount to a motion to *Postpone*
10 *Indefinitely*.

ACTIONS THAT CANNOT BE RESCINDED OR
AMENDED. The motions to *Rescind* and to *Amend Some-*
thing Previously Adopted are not in order under the following
15 circumstances:

- a) When it has previously been moved to reconsider the vote
on the main motion, and the question can be reached by
calling up the motion to *Reconsider* (37).
- 20 b) When something has been done, as a result of the vote
on the main motion, that is impossible to undo. (The un-
executed part of an order, however, can be rescinded or
amended.)
- c) When a resignation has been acted upon, or a person has
25 been elected to or expelled from membership or office,
and the person was present or has been officially notified
of the action. (The only way to reverse an expulsion is to
follow whatever procedure is prescribed by the bylaws for
admission or reinstatement. For the case of an election, see
30 pp. 653-54 regarding removal of a person from office.)

Form and Example

When previous notice has been given, the motions to
35 *Rescind* or to *Amend Something Previously Adopted* may be
made as follows:

MEMBER A (obtaining the floor): In accordance with notice given at
the last meeting, I move to rescind the resolution that authorized addi-
tional landscaping of the grounds. [Or "... to amend the resolution ...
by adding ..."] (Second.)

In such a case, a majority vote is sufficient.

When no notice of the motion to *Rescind* or to *Amend*
Something Previously Adopted has been given, the motions
may be made as follows:

MEMBER A (obtaining the floor): I move to rescind the motion relat-
ing to ... adopted at the May meeting. [Or "... to amend the motion ...
by inserting ..."] (Second.)

Without previous notice, the motion requires a two-thirds
vote or a majority of the entire membership for its adoption.

In a great many instances, the motion or resolution origi-
nally adopted is not referred to, and only the bylaw, rule,
or policy to be rescinded or amended is mentioned. For
example:

MEMBER A (obtaining the floor): In accordance with the notice given
in the call of this meeting, I move to amend Article V, Section 3 of the
bylaws by striking out subparagraph (c) thereof. (Second.)

To offer an amendment to change one form of the mo-
tion into the other:

If the motion was made "to amend the motion relating
to ... adopted at the May meeting ... by inserting ...":

MEMBER A (obtaining the floor): I move to substitute for the pending
motion the following: "To rescind the motion relating to ... adopted at
the May meeting."

If the motion was made "To rescind the resolution that
authorized additional landscaping of the grounds.":

1 MEMBER A (obtaining the floor): I move to substitute for the pending
motion the following: "To amend the resolution that authorized addi-
tional landscaping of the grounds by adding 'at a cost not to exceed
\$100,000.'"

Rescind and Expunge from the Minutes

5 On extremely rare occasions when it is desired not only
to rescind action but also to express the strongest disapproval,
10 a member may move to *Rescind and Expunge from the Minutes (or the Record)*. Adoption of this motion requires an
affirmative vote of a majority of the entire membership, and
may be inadvisable unless the support is even greater. Even a
15 unanimous vote at a meeting is insufficient if that vote is not
a majority of the entire membership. If such a motion is
adopted, the secretary, in the presence of the assembly, draws
a single line through or around the offending words in the
minutes, and writes across them the words, "Rescinded and
20 Ordered Expunged," with the date and his signature. In the
recorded minutes the words that are expunged must not be
blotted or cut out so that they cannot be read, since this
would make it impossible to verify whether more was ex-
punged than ordered. In any published record of the pro-
ceedings, the expunged material is omitted. Rather than
25 expunging, it is usually better to rescind the previous action
and then, if advisable, to adopt a resolution condemning the
action which has been rescinded.

§36. DISCHARGE A COMMITTEE

30 By means of the motion to *Discharge a Committee* from
further consideration of a question or subject, the assembly
can take the matter out of a committee's hands* after refer-

*Or a committee can take it out of a subcommittee's hands.

ring it to the committee and before the committee has made
a final report on it, and the assembly itself can consider it.

So long as a question is in the hands of a committee, the
assembly cannot consider another motion involving practi-
cally the same question.

5 The rules governing this motion are similar to those
applying to the motion to *Rescind* or to *Amend Something
Previously Adopted*—of which it is a particular case in certain
applications, as explained on pages 313-14.

Standard Descriptive Characteristics

The motion to *Discharge a Committee*:

1. Takes precedence over nothing, and therefore can be
moved only when no other question is pending. *Previous*
notice of intent to offer the motion at the next meeting
can be given while another question is pending, how-
ever—provided that it does not interrupt a speaker. This
motion yields to all subsidiary, privileged, and incidental
motions. 15
2. Can be applied to any main motion, or any other matter,
that has been referred to a committee and that the com-
mittee has not yet finally reported to the assembly. All of
the subsidiary motions can be applied to it. 25
3. Is out of order when another has the floor; but previous
notice of intent to offer this motion at the next meeting
can be given after another member has been assigned the
floor, provided that he has not begun to speak.
4. Must be seconded.
5. Is debatable; debate can go into the merits of the question
in the hands of the committee.
6. Is amendable. For example, the motion can be amended
as to the time at which the assembly is to consider
the question; or an amendment to the effect that the 35

IF YOU
RESCIND AND
EXPUNGE IT
MUST BE VOTED
BY THE
MEMBERSHIP.

OPTION YOU
WANT TO EXERCISE
AS THE BOD