

ALSA Board of Directors' Special Meeting Minutes August 28, 2018

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

Roll call:

Board Members: Bill Feick -- President (joined meeting later)
 Cathie Kindler – Vice-President
 Ron Baird -- Secretary
 Debbie Andrews
 Carol Rutledge
 Lauren Wright
 Deb Yeagle

New Business:

I. Grand National:

Glenna Overmiller joined the meeting to discuss the 2018 Grand National Show and the subsequent discussion included the following information and aspects of the show:

- A.** Grand National Committee members:
 - Joy Pedroni (707-447-5046)
 - Judy Glaser (303-646-6311)
 - Sandy Auld (319-389-8254)
 - Robin Turell (281-516-1442)
 - Cathie Kindler (419-610-1748)
 - Glenna Overmiller (785-346-4365)
- B.** The Grand National Committee is working to ensure that everyone attending the ALSA Grand National has a good time. The committee is organizing the performance, data entry, fleece, schedule, and so forth to stay within a budget and at least financially break-even.
- C.** The Grand National committee does not enter into binding contracts. A list of Judges is presented to the committee and it sends its choice of Judges to the ALSA Board of Directors, which then approves or disapproves the Judges for the Grand National. When the judges are approved, then Glenna contacts Robin to send the Judges contracts.
- D.** It was decided by a previous ALSA Board to reimburse the performance coordinator for the fuel cost to transport the obstacles to the Grand Nationals. Joy Pedroni has worked very hard to have “National quality” performance courses for the show. The Pedronis have made the obstacles at their own expense and are only asking for fuel to get them here. Fuel receipts will be sent to the ALSA Treasurer for reimbursement. The estimated fuel cost is \$1,500.00.
- E.** The booth cost for a vendor at the Grand National is \$120.00. The ALSA Office has contracts available for vendors.
- F.** Obstacles are being built and managed by the Pedronis -707-447-5046
- G.** Ring Stewards and gate keepers – No volunteers have come forth for these positions yet. We need several persons for each position.

- H. The Saturday evening dinner is being managed by Jessica Tagtmeyer-785-346-4086.
- I. No social programs are planned at this time.
- J. Welcoming of exhibitors, their stall assignments, and set-up of the show will be handled by Glenna and her family. Volunteers to help with these show aspects are needed and VERY appreciated! Jens Rudibaugh and Marci Saska-Agnew are decorating the arena and other areas.
- K. Prairie Vista Veterinary Hospital is the veterinarian service on call. They do not charge us a retainer fee; the only fee is if they are called to the facility. That fee will be at the exhibitor's expense.
- L. Clerking will be handled by Sandy Auld, who has a copy of the 3-Judge system and has familiarized herself with it. Sandy has been clerking shows for quite some time and understands the process.
- M. Announcing-Steve Auld will again be the announcer.
- N. Anticipated income:
 - Entry Fees: \$18,000.00
 - Vendors \$ 1,000.00
 - Stalls \$ 4,000.00 based on 100 stalls
- O. Judges' fees and expenses are estimated at \$5,249.00.
- P. Facility – not discussed - pending amount.
- Q. Security is estimated to cost \$150.00 for 3 nights and will be provided by John Mendenhall. Security is from 12:00 midnight to 6:00 A.M, Thursday, Friday, and Saturday.
- R. Obstacles are being brought from California by the Pedronis.
- S. Silent auction – A new chair to handle this part of the show is needed as Hunter is too close to her due date to travel. Proceeds of the auction largely will be used to offset show expenses, with a portion going to the Youth Scholarship Fund.
- T. Regarding the annual raffle, there needs to either be many more items to raffle, or limitation placed on the number of items. Several exciting and significant prizes need to be obtained to increase the interest in the raffle.
- U. Annual meeting -The meeting will be held Saturday morning during the same time that Youth Judging is underway. This will create a more smooth-running show and help facilitate the judging of that portion of the show.
- V. A meeting room costs \$200.00 (last year the cost was \$500.00) we can use this building for the Judges' meeting, the annual meeting and the dinner. The \$200.00 is for the entire week-end.
- W. Ribbons will cost approximately \$3, 912.00 for this year's show. The order has been placed with Hodges. Trophies are being provided by Henry Rivera and will be delivered directly to the show.
- X. E-Blasts promoting the show are being sent every two weeks to ALSA members.

II. ALSA T-shirt Proposal and other Promotional Items.

At 7:55 p.m. CDT, Ruby Herron joined in the meeting to explain the planned power point presentation, a great fund raiser. Show sponsors will get from 4 photos to 20 photos on this constantly changing presentation, depending on the level of their sponsorship.

Show sponsors are needed as their donations are one of the major sources of revenues to cover show expenses.

Deb Yeagle has already signed up at the \$250.00 level.

Sponsorship levels range from \$25.00, \$50.00, \$100.00, \$150.00, \$250.00, and \$500.00 to \$1,000.00, \$2,500.00, and \$5,000.00.

This year, ALSA will manage a booth selling ALSA-branded T-shirts, hoodies, and canvas tote bags. In previous years, an outside vendor (who paid nothing to ALSA) was the party selling these products. The T-shirts, hoodies, and canvas bags will have great emblems, become valued collectors' items, and sell very well.

Motion: To authorize the expenditure of \$1,700.00 to proceed with the production of Grand National Show T-shirts and other memorabilia. Motion by Carol. Seconded by Debbie. Motion unanimously approved.

Ruby Herring left the conference call at 8:25 p.m. CDT.

III. Handbook

Changes to Handbook Relating to Part B – Committees and Part F – Grand National as recommended by the Handbook Committee. Elimination of H.1.c. per motion passed by Board of Directors. (Proposed changes are marked in red.)

ALSA Handbook PART B. Committees

Section 1. General Rules

A. Committees

1. All committees exist at the discretion of the Board, are responsible to advise and report to the Board, and must not act independently of the Board.

B. Committee Membership

1. All committees should consist of a minimum of two and a maximum of seven voting ALSA members in addition to non-voting Board Liaison.

2. All committee members will serve for a period of one year to coincide with the installment of the new Board with the exception of Grand National, and Regional Championship Committees, whose terms will begin December 1.

3. All committee chairpersons will be selected by the Board of Directors. Committee members will be selected by the Committee Chairperson and must be approved by the Board of Directors.

C. Committee Responsibilities

1. Recommendations from each committee will be submitted in writing to the ALSA Board of Directors. The ALSA Board of Directors may either adopt or reject these written recommendations.

2. The deadline for Committees to submit any proposed Handbook changes to the Handbook Committee will be October 31 of each year. The Handbook Committee will submit all proposed Handbook changes to the Board of Directors on or before November 30 with approved changes to take effect on January 1 of the following year.

3. Once the Handbook has been printed and distributed, no other changes will take effect until the next printing.

Section 2. Specific Committee Requirements

A. Alpaca Committee

Purpose:

The committee shall make recommendations to the ALSA Board of Directors regarding alpaca show classes, alpaca class descriptions and criteria, alpaca award or points system, training of alpaca Judges, and minimum requirements for approved alpaca shows. The committee will work with the Judges and Fleece Committees to schedule and organize judging clinics and assist in the training of alpaca judges.

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B. Election and Committee

1. Members:

a. Committee members may not be candidates for office while serving on the committee.

2. Purpose:

a. To organize and implement General and Special elections in accordance with the current bylaws and standing rules.

C. Ethics Committee

1. Members:

Members should be thoroughly familiar with the current edition of the ALSA Handbook, particularly the sections on Ethics and Violations and Protests.

2. Purpose:

a. Establish ethics guidelines for Show Management, Owners and Breeders, Exhibitors, and Judges.

b. To take insights and input from the Protest Committee and written protest letters, "test" them against existing guidelines, and upgrade them as necessary for ALSA Handbook revisions.

D. Finance and Budget Committee

1. Members

a. Committee members should have experience in financial issues.

2. Purpose

a. Members are to review the financials and make suggestions on entries and ways to display the financials.

- b. Look into investment.
- c. Stay in contact with the Treasurer and office to help make the best business decisions for ALSA.

E. Fleece Committee

1. Members

- a. Members should be thoroughly familiar with the current edition of the ALSA Handbook and with llama fiber and/or alpaca fiber.
- b. Committee members are selected by the Chairperson of the Committee
- c. One member must be a certified ALSA Llama Fleece Judge.

2. Purpose

- a. The committee shall make recommendations to the ALSA Board of Directors regarding llama/alpaca fleece shows, llama/alpaca fleece class descriptions and criteria, llama/alpaca fleece award or points system, training of llama/alpaca fleece Judges, and minimum requirements for approved llama/alpaca fleece shows. The committee will work with the Alpaca and Judges Committees to schedule *2017 ALSA Handbook, Rev 0117 B-3* and organize judging clinics and assist in the training of llama/alpaca fleece judges.

F. Grand National Committee

1. Members

- a. Members should be from different parts of the country to assist in providing a national perspective.
- b. Standing members of the Committee are:
 - 1. ALSA Executive Secretary
 - 2. ALSA Treasurer
 - 3. ALSA Show Committee Chairperson
 - 4. ALSA Regional Championship Committee Chairperson
- c. The Grand National Chairperson may add additional members as needed to be approved by the Board of Directors.
- d. The Grand National Committee should consist of:
 - 1. The Grand National Committee Chairperson /Superintendent
 - 2. The Grand National Halter Coordinator
 - 3. The Grand National Performance Coordinator
 - 4. The Grand National Fleece Coordinator
- e. All Grand National Coordinators report to the Grand National Show Superintendent. Each Grand National Coordinator may appoint subcommittee members to achieve their tasks in respective divisions.

2. Purpose:

Responsible for assisting the Grand National Show Superintendent with the venue, planning and running of the annual ALSA Grand National Show.

G. Handbook Committee

1. Members

a. Members should be thoroughly familiar with the current edition of the ALSA Handbook.

b. Whenever possible, committee members should have proofreading, editorial and/or writing skills.

2. Purpose

a. Responsible for ongoing proofreading and correcting of Handbook errors including grammar, spelling, typographical errors, clarity and format.

b. Responsible for carrying out Board directives for accurately transcribing and appropriately placing official rule changes, additions and deletions within time lines required by the Board of Directors.

c. Responsible for working with all other Committees

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throughout the year on any proposed rule changes and reviewing such changes to confirm they do not conflict with other sections of the Handbook. Also responsible for suggesting changes to make the Handbook concise, consistent and user friendly.

H. Judges' Committee

1. Members

a. All members must be certified ALSA Judges

b. Members should include a representative from the Alpaca Committee and the Fleece Committee.

~~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.~~

2. Purpose

a. Responsible for planning, organizing, developing, administrating and evaluating all aspects of the Judges' program including, but not limited to: curriculum, scheduling of Judges' and show clinics, and certification and evaluation of Judges.

b. Responsible for clinic instructors' training and recommendations to the Board for approval of instructors.

c. Will work with Alpaca and Fleece Committees to schedule and organize judging clinics

- d. Responsible for evaluating and developing judging criteria for all ALSA approved classes and optional classes as described in the ALSA Handbook.
- e. Responsible for reviewing and making recommendations to the Board regarding any suggested changes to the overall show format which may affect the judging process and responsibilities.

I. Membership Committee

1. Members

- a. Members are selected by the chairperson from persons committed to making a positive contribution to the ALSA membership.
- b. The committee members will represent as many ALSA regions as possible.

2. Purpose

- a. Responsible for promoting membership in ALSA.
- b. To promote ALSA at shows, meetings and other camelid functions within their Regions.
- c. Responsible to the Board of Directors for any tasks as assigned in their functional area.

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J. Performance Committee

1. Members

- a. An effort shall be made to have committee members from various regions of the country with experience showing in llama and/or alpaca performance classes and/or show management experience.
- b. One member must be a certified ALSA Judge.

2. Purpose

- a. Make recommendations to the Board and other appropriate committees regarding approved performance classes, optional performance classes and future considerations pertaining to the above.

K. Protest Committee

1. Members. The committee shall not include a current Board member. The committee will consist of:

- a. A past Board Member.
- b. Chairperson of the Judges' Committee
- c. Chairperson of the Ethics Committee
- d. Chairperson of the Policy and Planning Committee
- e. A Senior Judge
- f. An exhibitor
- g. An experienced Show Superintendent

2. Purpose

- a. To review all written protests made by exhibitors, breeders, Show Management or Judges and to decide the validity of the protests.
- b. To recommend appropriate action as the result of a valid protest.
- c. Protests related to Judges are sent to the Judges' Committee to be placed in the Judges' file following a recommendation of action from the Board of Directors.

L. Publications, Promotion, Marketing and Website Committee

1. Members

- a. Members are selected by the Chairperson from persons interested in representing regions of the membership area.
- b. Members of the committee should be familiar with the construction of websites.

2. Purpose

- a. Coordinate, oversee production and disseminate information for the official ALSA publication, currently known as Showring.
- b. Publish and distribute the ALSA Handbook along with the ALSA Office.
- c. Periodically evaluate the ALSA website and make recommendations and improvements in the format and content

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while monitoring the website to ensure that the content is up to date.

- d. Help make ALSA more visible at shows.
- e. Develop promotional material.
- f. Solicit sponsorship for the Grand National.

M. Regional Championship Committee

1. Members

- a. The committee is comprised of the show superintendents of each Regional Championship Show.

2. Purpose

- a. Responsible for coordinating and planning the Regional Championship Shows.
- b. Recommends Regional Divisions to the Board of Directors.
- c. Responsible for locating facilities and scheduling show dates for Regional Championship shows.

N. Show Management /Policy and Planning Committee

1. Members

- a. Members should have experience as Show Management for ALSA sanctioned shows, including Regional and National shows.
- b. An effort will be made to have representation from a variety

of ALSA regions.

c. To review show classes, policies, and procedures and make recommendations to the ALSA Board.

2. Purpose

a. To develop and review show packets sent to Show Superintendents.

b. Educate the superintendents and their crews in proper show management procedures.

c. To review all material received pertaining to ALSA planning and policy and make recommendations in writing to the ALSA Board of Directors.

O. Youth Committee

1. Members

a. Members are selected by the Chairperson from persons with experience working with Youth and showing.

b. One member must be an approved ALSA Judge.

c. One member must have 4-H/FFA leader experience.

d. Committee may contain youth representation.

2. Purpose

a. Responsible for planning, developing, administrating and evaluating the Youth Division program.

b. Responsible for evaluation of regulations governing the Youth program and making recommendations to the Board of Directors.

P. Bylaws and Standing Rules Committee

1. Members: Up to three members will be selected from the membership at large.

2. Purpose: The Committee shall be responsible for maintaining the latest official and correct version of Bylaws and Standing Rules. Most recent copies will be posted on the ALSA website.

a. Bylaws – Bylaw changes must be approved by two-thirds of the memberships voting. Following the approval of any bylaw change, the committee will update the official copy of the bylaws to reflect the exact change. The revised date will be noted on the permanent copy. Old versions retained for historical records for reference only.

b. Standing Rules – Standing rules are of a continuing nature and fall under the hierarchy of the Bylaws. They may be changed by a majority vote of the Board and become effective immediately or when noted. Standing rules are administrative and establish specific procedures and functions.

c. Bylaws and Standing Rules shall ~~compliment~~ complement each other.

Part F. Grand National

Section 9. Points and Awards-Grand National Show:

A. Triple ALSA points will be awarded to participants for placing's earning points.

B. Other ALSA regular show awards also will be awarded to qualifying participants. Refer to Part I. Section 3 and Part G, Sections 4 & 5.

C. All Grand Champion and Reserve Champion placements earned at a Grand National

show will count towards the ALSA Champion designation, regardless of the number of entries in the applicable Division.

Motion: Adopt Handbook and Standing Rules changes as submitted by the Handbook Committee. Motion by Ron. Seconded by Bill. Motion unanimously approved.

IV. Request by the Hoosier Llama and Alpaca Association for a decrease in entry fees for the Buckeye Regional Show.

The proposal the HLAA is making is to lower the cost of the Buckeye Regional in an attempt to bring in more entries and have it continue to be a success. The current entry fee of the Buckeye Regional is \$25.00 per class and \$80.00 to enter Halter, Showmanship and Performance classes. We are proposing to leave the per class fee at \$25.00 but lowering the multiple class fee from \$80.00 to \$70.00.

After discussion, the topic was tabled.

V. Committee Reports:

As this is a Special Meeting, there were no committee reports.

Motion to Adjourn at 8:34 p.m. CDT. Motion by Ron. Seconded by Bill. Motion: unanimously approved.

Next Board meeting is scheduled for September 11, 2018.

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.