

# **Annual Face-To-Face Meeting of ALSA**

## **BOD Meeting Minutes: October 23, 2008**

**The special ALSA BOD meeting was called to order by President, Mary Beth McCormick, at 7:40 a.m. CST.**

### **ROLL CALL:**

#### **Members Present:**

Mary Beth McCormick – President  
Kay Sharpnack – Vice President  
Marilyn Nenni – Secretary  
Wayne Rankin – Treasurer  
Julie Heggie – Board Member

Mary Alice Pilbin – Board Member  
Cathie Kindler – Board Member  
Bob LaMorte – Board Member  
Cheryl Ryberg – Office Manager

### **PROCEEDINGS:**

**Next Board Meeting: Wednesday, November 12, 2008 at 8:00 p.m. EST**

**Approval Of Minutes:** October 7, 2008 minutes not yet completed due to tight time restraints of the Secretary. Bob LaMorte expressed much displeasure over the minutes not yet being completed.

### **GRAND NATIONAL CHAIR REPORT: Norris Berg**

Numbers and finances are looking good – better than they could have been due to the current economy. Plans are going well. The new facility is working out extremely well and offers great possibilities for expansion of the Grand National Show. Discussion will be continued for the possibility of a complete ALSA Grand National Show – Llamas, Llama & Alpaca Fleece Show, and Alpacas – including alpaca halter classes.

### **TREASURER’S REPORT: Wayne Rankin, Treasurer**

1. On Oct. 16, Wayne emailed each of the BOD members five financial documents to review. The recently completed audit was included in the Annual Report to distribute to the membership (and post on the website) and Wayne will hand out the financial report at the membership meeting.
2. Further discussion included money needs, membership needs, and show needs.
3. Concerns of checks being out of order on the line item report was discussed and remedied. All checks must be accounted for in numerical order in the future.
4. The Treasurer explained to the BOD why an annual Audit is not always necessary and recommended discussion by the Board, Treasurer, and Finance & Budget Chair in January/February of each year to determine whether or no there should be an audit for the prior year. It was discussed and decided that an annual audit is not necessary and quite an expense. In the future, it will be discussed and decided each February whether an audit for that year is a necessity.
5. ALSA finances were discussed and are actually as to be expected or better. In this current economy, most businesses are experiencing at least 20% less than last year. Our Treasurer’s statement summed it up as follows: “Blame it on the economy. Not the membership, not the

BOD, not the Office.” The BOD is well aware of the “monies out match monies in” policy and is discussing plans for our 2009 Memberships and other means of income to ALSA. At the same time, the BOD is looking at ways to reduce expenses to Show Superintendents and Exhibitors. Not an easy task. The BOD definitely does not want to raise dues or fees, and is examining ways to offer members more for their money.

**OFFICE REPORT: Cheryl Ryberg, Office Manager**

MONTHLY STATISTICS 2008 vs. 2007													
	Jan 12	Feb 6	Mar 11	Apr	May 14	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year Totals
2008 Sanctioned Shows	?	77	33	13	14	1	12	11	5				
2008 Total Year to Date		77	110	123	137	138	150	161	166				
2007 – Year to Date													161
Animal Entry in Shows	?	?	986	291	2494	1786	1175	1279	458				
2008 Total Year to Date			986	1277	3771	5557	6732	8011	8469				
2007									10962				
Adult Memberships 2008	?	631	237	195		9	13	18	21				
2008 Total Year to Date		631	868	1063	1022	1031	1044	1062	1083				
2007													1,546
Youth Memberships 2008		175	104	112	84	4	20	19	17				
2008 Total Year to Date		175	279	391	475	479	499	518	535				
2007													564
Animal Recording # 2008					142	54	25	29	68				
2008 Total Year to Date	?	?		125	267	321	346	365	433				
2007									546				
2009 Sanctioned Shows			1				1		2				

**OFFICE BUSINESS:**

1. Monthly Statistics: *No numbers have been received from the Office this month.*
2. Superintendent’s letter.  
*Discussion: Approved letter will be sent from the Office no later than November. Certificates will not be used.*
3. Office Contract Negotiation for 2009  
*Discussion: The ALSA President sent Cheryl a renewal offer of her current contract on Oct. 1, 2008. Her three year current contract, due to terminate December 31, 2008, states that Cheryl must have first right of refusal to the same current contract with no changes or negotiations except for the salary and the time period of the contract. This is the same contract that was offered to Cheryl and signed and approved by the BOD three years ago. Due to the fact that legally no changes could be made to this contract, the BOD’s offer to renew the current contract was for \$20,000.00 for a period of one year. After discussion, Cheryl refused the renewal of her current contract and signed a refusal. A totally new contract was then offered to her for \$60,000 for one year, an amount reduced from the previous contract. After negotiations, Cheryl signed the new one-year contract that will terminate as of December 31, 2009. The new contract may be reviewed under the BOD items on the ALSA website.*
4. Letter from Member’s attorney. (10-1-08)

*Discussion: Letter questioning ILR registration requirement was discussed. An ILR registration requirement has been in effect since the beginning of ALSA and is currently a rule of our show association. This policy supports animal registration and the llama registry.*

5. Letter from Cheryl re: continued harassment by Member

*Discussion: Member has been asked to produce documents to back up reported errors.*

6. Letter to BOD from Cheryl 10-18-08

*Discussion: Letter regarding new Office contract was addressed above under Item #3.*

7. Letter from ALSA President to BOD with attached re-sorted financials 10-19-08

*Discussion: Items were reviewed.*

### **OLD BUSINESS:**

1. BOD Action Item List

*Discussion: Tabled*

2. Database/Show System Project

*Discussion: Progress on the new Database/Show System is going very well. The committee, Marilyn Nenni, Sharon Carrier, Diana Lewis, and Cheryl Ryberg, have had a successful conference with the company and now have received the System Flow Diagrams and the Requirements Document for review. (other experienced members are also reviewing the documents). The next conference is scheduled for November 11. The company normally allows 10 days to complete work after a conference, but this upcoming conference needed to be delayed by us due to the involvement with the Grand National Show.*

3. New Award Certificates (Approval of design)

*Discussion: A design for new ALSA Award Certificates for 2009 was presented to the BOD and approved. This design will belong to ALSA and will allow ALSA to print them at the lowest available price.*

4. Scholarship Winners –

*Discussion: Scholarship winners will be posted with photo & information on the ALSA website in Youth Spotlight, a new feature presented by the Membership Committee for the Youth area of the website.*

5. Once Again - Confidentiality of BOD Business until discussed at BOD meetings and posted in the minutes. **In Sept. minutes:** “Topics of discussion within the BOD are not to be discussed outside the BOD until the minutes have been approved and posted. This is to assure the correct information is being viewed by all ALSA members”. Issues sent or discussed only by the BOD are still inappropriately appearing on the chat list on the web.

Discussion: *The BOD remains concerned about how information continues to be posted on chat lists before it has been BOD approved and/or posted. Sadly, much of the information being posted is strictly rumor and not correct. If members have concerns over rumors you are hearing or seeing posted, you are encouraged to contact a BOD member.*

6. Report from Regionals. Attendance, how they went.

Discussion: *Glen Pfefferkorn, will not be continuing as Regional Chair. He will, however, complete all of the wrap-up reports and work from the 2008 Regionals. Thank you Glen for doing a superb job of organization and coordination of our 8 Regions. Animal numbers and finances are not complete at this time, but will be soon. Concerns continue about the low numbers of alpacas entered in classes at the Regional Shows and the Grand National Show. The classes are being offered, costs are the same as all other classes, but the entries never cover the costs. Although ALSA is for both alpacas and llamas and the membership would like to see alpacas active in our show association, if alpaca owners do not wish to support these classes, perhaps these classes should be discontinued. Kay made a motion to examine the alpaca numbers in the 2009 and 2010 Regional and GN Show and if the numbers are not financially viable, performance alpaca classes will be discontinued. Alpacas will still be welcomed but will be merged into the lama performance classes. Cathie seconded the motion. Roll call vote: Julie, no; Kay, yes; MaryAlice, yes; Marilyn, yes; Bob, yes; Cathie, yes. Motion carried with a majority vote.*

7. Grand National Show business.

Discussion: *Due to the ability to reuse the leftover Top Ten ribbons, the 2008 total is \$929.38 less than the original 2007 total of \$7371.68. The number of stalls that ALSA has committed for has been reached. Attendance is positive.*

9. Letters & BOD Conduct Issues of BOD Member

Items of expected behavior of BOD members are: Respect, confidentiality, following BOD flow of communications, responsibility of timely responses, opportunity of opinion on all issues, and avoidance of conflict of interest. Threatening and/or slanderous personal emails to other Board Members are not acceptable. (taken from the minutes of 1-16-08)

Discussion: *Expected BOD behavior as stated above is required. Violations of BOD policy will be documented.*

10. Approval of Colima Printers to print ALSA Handbook.

Discussion: *An email vote was taken to approve Colima Printers to print 2500 copies of the 15<sup>th</sup> Edition of the ALSA Handbook. 100 copies of the Handbook will be distributed at the Grand National Show to save on shipping charges. The remainder will be mailed out before the end of the year. Report from the Handbook Committee Chair: "The 2008 ALSA 15<sup>th</sup> edition Handbook has been finalized and received approval from the Board for printing and distribution to the ALSA membership. The handbook proof was given to Colima Printers for processing. Colima Printers advised they will have the printing completed during the week of October 13, 2008. The Printers will attempt to have! the binding completed on approximately 100 handbooks in time for the Grand National. I will transport the handbooks with me to have them available for members attending the show. Mass mailing of handbooks to the membership will occur later this month."*

*An email vote was taken to approve Colima Printers to print 2500 copies of the 15th Edition .*

11. Committee List

*Discussion: Committee lists must be checked for correct members, phone numbers, and emails. BOD liaisons and members need to check for correct information.*

## **NEW BUSINESS:**

1. Confidential Letter sent by MB to BOD 10-16-08

*Discussion: Letter, referring to the spread of confidential information, was discussed.*

2. BOD member's post on chat list.

*Discussion: BOD had previously addressed this issue by email before this meeting. As always, it is not appropriate for BOD members to post on a chat list since it could easily represent only a personal opinion or a personal agenda and not the opinion of the ALSA BOD.*

3. Letter from BOD Liaison 10-8 – Kay (10-15-08)

*Discussion: Letter of 10-8-08 from Kay Sharpnack stated a resignation as liaison of the Finance Committee, the Regional Committee, and the Grand National Committee.*

4. Response to Member's letter concerning ILR Show Module.

*Discussion: A response was sent by the ALSA president.*

5. Address Committee Items

*Discussion: Committee reports were not due for this face-to-face meeting.*

6. Address Input from Regional Membership Meetings

*Discussion: All items from Regional Membership meetings will be reviewed and sent to the appropriate committees for further review and action.*

7. New Program or Policy Suggestions

*Discussion: There are a number of member suggestions that are currently being reviewed by committees to have in place for 2009. The Membership Committee proposed a new feature for the ALSA website – “Member Spotlight” and “Youth Spotlight”. Further details will be presented. The issue of Novice Performance has been under the consideration of the Performance Committee. Briefly presented to the BOD, the BOD voted in favor of moving forward with an award for Novice Performance Champion (Level I), an Advanced Performance Champion (Level II) as we have now, and a Masters Performance Champion (Level III). Many members have expressed a desire to accumulate points and awards for the Novice division of performance. Details will be reviewed and presented to start in 2009.*

8. Camelid Community “Care Brochure” for ALSA Website 10-14-08

*Discussion: The new Camelid Community “Care Brochure” has been approved to be put on the ALSA website.*

9. Website Chair

*Discussion: Email of resignation, due to time restraints, was received from Diana Lewis, Chair of the Website Committee. A new Chair will be appointed.*

10. Annual Report Completed

*Discussion: The 2008 ALSA Annual Report has been completed to hand out to the membership at the Membership Meeting on October 26, 2008. The report will then be posted on the ALSA website for all members’ review.*

**MEMBER’S LETTERS TO THE BOD:**

1. Members letter & responses from other members pertaining to ILR Show Module.  
*Discussion: Response has been sent to member.*
2. Letter of concern re: Youth Showmanship from Member.  
*Discussion: Notice was sent confirming that a different animal for Youth Showmanship and Youth Performance classes may be used.*
3. Letter (10-7-08) from Member regarding cancellation error of the Eastern Regional Show.  
*Discussion: Cancellation of this Show without full BOD approval was reversed ASAP and the show continued with many post-haste entries and much success due to the hard work of many. A letter will be sent to this Member.*
4. Letter from Member regarding a show in member’s area.  
*Discussion: Issue has been under review and member will be contacted.*
5. Letter from Member (9-4-08) re: Show Module & ALSA Discussion Board - Tabled due to time restraints.
6. Letter from Member 9-21-08 – Group youth dues for 4-H groups. -Tabled due to time restraints.
7. Letter from Member (financial picture) 10-10-08 - Tabled due to time restraints.
8. Letter from Member – info (to Showring) 10-15-08 - Tabled due to time restraints.

**MEETING ADJOURNED:** Bob made a motion to adjourn the meeting.  
MaryAlice seconded.  
Meeting adjourned at 5:00 CST

**Minutes Approved: November 12, 2008**

Bob made a motion to approve the minutes as corrected. Cathie seconded.  
Motion carried by a majority vote.

Marilyn Nenni  
Secretary