

## Board Minutes from Meeting November 9, 2006

President called the meeting to order at 8:19AM CST. She asked that the Board acknowledge that this and all future meetings will be recorded.

### Members Present:

Kay Sharpnack - President  
Dan Milton - Vice President  
Julie Heggie - Secretary  
Wally Baker - Board Member  
Lora Crawford - Board Member  
Ken Fenley - Board Member  
Penny Davidson - Board Member  
Cheryl Ryberg - Administrative Manager  
Tom Haden - ALSA Attorney

Next board meeting will be held at 8:00 PM EST, on December 6, 2006.

Penny moved and Wally seconded a motion that the October 11, 2006 BOD Minutes be approved. Motion passed.

### Treasurer's Report: Wayne Rankin

Bank Accounts:

ALSA Checking	76,174.74
ALSA Investment	98,307.38
Scholarship Fund	8,723.22
Total Bank Accounts	183,205.34

### ALSA Administrative Manager Report

1. Cheryl has concerns about Nationals being moved ahead two weeks, she says she is concerned about other shows missing out. Kay believes that once the board has made a decision the shows will have to fall in line.
2. Cheryl would like an amendment to her current contract because of the recent change made by the board regarding recording fees. **Discussion was tabled and Cheryl was asked to bring numbers to the board concerning llama recording number figures.**
3. The new webstore site will be uploaded to the ALSA website hopefully before Christmas, but for sure by the 1<sup>st</sup> of the year. There was discussion by the BOD as to whether the website needs to continue. **This issue was tabled pending further information from Cheryl.**
4. Letter received by a member regarding sanctioning of a show. **This request was sent to the Judges Committee.**
5. Discussion about the mileage rate when expenses are being paid by ALSA. **It was decided that travel expenses would be in accordance with the ALSA Reimbursement Guidelines for Travel and Non Travel Expenses. Mileage will be adjusted to coincide with the current IRS mileage rate.**

6. Discussion about the Camelid Working Group Reports being put on the ALSA Website. **BOD agrees it should be on site.**

ALSA Attorney, Tom Hayden, provided BOD with an outline as to the length of time ALSA records should be retained. There was discussion as to where the records should be retained. Cheryl is to check with a document retention company for more information. This was tabled until the Dec. 6<sup>th</sup> meeting. **Ken moved and Dan seconded a motion that we adopt the Retention Policy as outlined by the ALSA Attorney. Motion passed.**

**Ken moved and Wally seconded a motion that we accept Article III Section 13 By law amendment as approved by the membership with clarification in the minutes that any member of the BOD can call for discussion, and that a written amendment incorporating this clarification will be presented to the membership for a vote in the next general election. Motion passed.**

**Dan moved and Julie seconded a motion that the BOD approve all prior amendments to Bylaws that have approval from 2/3 vote of the membership. Motion passed.**

**Conflict of Interest** - Prior to our November 9, 2006 meeting in Lincoln, NE, the ALSA Attorney was notified of a possible conflict of interest that had been brought to the BOD attention. At the same time, the issue was sent to the Ethics Committee, which in turn agreed a conflict of interest did exist. The Attorney agreed and recommended removal of said judge, involved in the conflict of interest, from judging halter classes at the Grand National. It was agreed however, that the judge could judge performance classes. **A motion to this affect was made by Ken, seconded by Dan. Motion passed.**

**Protest Committee recommendation for Protest #1.** This was tabled and more information requested.

#### **OLD BUSINESS:**

1. Future call expenses with the ALSA and ILR will be split between boards.
2. Dan moved and Wally seconded a motion that the 2007 Special Needs Classes at Grand Nationals and Regionals will have Class Ribbons, Premiums paid and No entry fees. Motion passed.
3. Member letter regarding National pack class was forwarded to the Judges Committee.
4. Member letter regarding Board approval of Bylaw Amendment. Kay will answer member.
5. Kay has already answered a letter from a member with Website questions.
6. Member letter regarding ALSA Novice Performance was sent to Performance Committee.

7. Member letter regarding novice classes/Regional and GN eligibility was sent to the Grand National Committee.
8. Two member letters regarding criteria for determining suris in suri classes have been forwarded to the Judges Committee.
9. Julie moved and Lora seconded a motion by email to approve Betty Moe to have a Regional Super Conference Call. Motion passed.
10. Wally moved and Lora seconded a motion by email to send letters written by Kay Sharpnack to the three individuals regarding their appeals. Motion passed.
11. Ken moved and Penny seconded a motion by email to Invite ALSA attorney, Tom Hayden, to come to our face to face meeting in Lincoln, NE. Motion passed.
12. Dan moved and Julie seconded a motion by email to approve Craig Swindler as Chair to the Finance and Budget Committee. Motion passed.
13. Dan moved and Lora seconded a motion by email to approve Jeff Rucker as Superintendent for the Rocky Mountain Regional Show. Motion passed.
14. Julie moved and Lora seconded a motion by email to approve Ann Barkley as the Superintendent for the Great Lakes Regional Show. Motion passed.
15. Ken moved and Julie seconded a motion to approve a fee of \$2500.00 to be paid to ALSA attorney Tom Hayden for expenses to attend the face to face meeting in Lincoln, NE. Motion passed.
16. Wally moved and Lora seconded a motion by email to approve the President's September/October Bulletin. Motion passed.
17. Dan moved and Wally seconded a motion by email to approve David Armor as the Chair to the Publications Committee. Motion passed.

## **Committee Reports**

### **Alpaca Committee**

Chair - Debbie Shellabarger

The following is a list of items on which the Committee is working and providing to update the board.

1. The combined Beginning and Advanced Alpaca Judging Clinic was held October 20, 21, and 22. The clinic was held at Lofty Pine in Lindsey, Ohio hosted by Deb Yeagle. The clinic was a big success and the clinic instructors did a fantastic job. The clinic instructors were Mary Reed, Terry Duespohl and Cathie Kindler. All in attendance were in agreement that this clinic did an in-depth coverage of fiber and alpaca conformation.
2. Mary Reed is working closely with the alpaca committee on the much needed changes for the alpaca portion of the ALSA handbook. Numerous items were found that needed corrected or changed. The information is currently being written so that it may be included in the upcoming handbook revision.

3. The addition of alpaca premium for exhibitors at the Nationals is greatly appreciated and a show of good faith from ALSA. For years alpaca exhibitors have been paying the same entry fees as llama exhibitors but not receiving premiums. This move will only encourage more alpaca involvement.
4. Any members with alpaca related concerns should contact the alpaca committee. Members of the committee strongly feel that anything alpaca related needs to go through the committee. It has come to their attention that some items are bypassing the committee.

The main focus of the committee at the present time is getting handbook changes written and presented for inclusion in the newest edition of the handbook. The most recent alpaca clinic brought to light some items that are in need of change. There is some discussion about looking at the levels of alpaca shows and how they may be changed to better serve the alpaca membership of ALSA.

### **Election Committee**

Chair - Sherry Adamcyk

Committee will start looking at possible web content for election process for next year after Nationals occurs. Will have suggestions to make then.

### **Ethics Committee**

Chair – Maryan Baker

ALSA Ethics Committee Board Liaison Lora Crawford requested that the Committee review the Ethics Sections of the ALSA Handbook and also to review and respond to possible ALSA ethics violations outlined by an ALSA member in a letter addressed to the ALSA Board regarding possible ethics violations. The Ethics Committee members all reviewed the Ethics Sections of the ALSA Handbook as well as the letter referred to the Committee outlining a possible Ethics Violation. All members of the Committee agreed that all ALSA Ethics rules should be applied equally to all membership or should be removed from the handbook. The Committee members stated that they would really like to discuss some of the ethics problems in a forum or conference call. One member of the committee wrote: “ This is a delicate situation due to the fact we have a judge who is also employed in the llama industry as an auctioneer.....We cannot always do both jobs without causing conflict or doubt in others minds.... I looked at all the ethic sections and #5 Conflict of Interest...letter A---is right on target--#1 #1--Says an animal shown before a judge who has professionally involved him/herself with the training, SALE or purchase of that animal within the previous 12 months ---this is a conflict of interest in the showing.... Now my questions is any sale he conducts Celebrity, or any in future (he cannot judge the sold animals in next 12 months of the sale).....So he knows rules and he chooses to Auctioneer then he cannot put himself or ALSA in that position to chance an animal being at the show he is judging.....I feel this threatens rule E. in Section 5 when he knowingly takes payment for job (auctioneering, and judging ) but yet ALSA puts the

burden on then owner, exhibitor or trainer.....that is not right ---he took the jobs. I feel it is a conflict and could create a problem. “ Other members of the Committee would like to discuss further. All agree that this situation has caused serious ethical problems for our show organization.

One member was concerned that “good and experienced Judges will quit ALSA and go onto non-ALSA Shows” However, that same committee member acknowledged that the Auctioneering Jobs taken on by said judge have caused problems in some shows in the Midwest because of perceived special treatment .The Ethics Committee Members would like to know if there have been other complaints regarding this or similar outside business relationships that have caused ethical questions and would like to work on a form for members and judges so that full disclosure could be afforded to those affected. A possible new ALSA Ethics Form attached to the Bill of sale stating the said animal cannot show under said ALSA Judges or Judges (Names of Judges involved) until after a specific date in accordance with ALSA Handbook.

Another member of the Committee stated that he does not want this to get out of hand but to be fair to the Judges and exhibitors. This is a tough issue however the majority of the Committee agreed if we go by the rules as written in the current ALSA handbook. Llamas and or Alpacas cannot be shown under said judge until after 12 months from the date he was an employee receiving monetary compensation.

### **Fiber Committee**

Chair – June Black

Currently working on:

2006 Grand National Fleece Show (this is currently taking ALL of our time since the show is this month).

- The Fiber Committee will have a face-to-face meeting while at the ALSA National Fleece Show in Nebraska this month

Set aside while we work on the ALSA National Fleece Show:

- Establish a plan for fleece judge re-education and a Continuing Education point system for llama fleece judges to stay current
- Establish protocol and criteria for a certified fleece judge to become an ALSA Fleece Judge Instructor
- Re-evaluation of the pay scale for Fleece judging as written in the 14th Edition Handbook
- Planning for the 2007 ALSA National Fleece Show
- Changes to fleece show portions of the ALSA Handbook
- Changes to fleece show forms

### **Finance & Budget Committee**

Chair - Craig Swindler No Report (Craig was just approved as chair)

## **Grand National Committee**

Chair - Terry Duespohl

All systems are go! We are on track for another successful Grand National with attendance approximately at the same level as last year. Premiums will of course be down due to lack of sponsorship. We are “sold out” on vendor space. The facility is under new management and we have been promised a much cleaner venue this year. See you in Lincoln.

## **Handbook Committee**

Chair - Helen Feick

Report has been sent back to Committee for more information

## **Judges Committee**

Chair - Terry Duespohl

The Judges' Committee by majority vote requests the board's approval for the following:

1. The committee recommends the following as a result of the Advanced Llama Clinic in Carmel, IN: Rick Neal, Marilyn Nenni, Doug Overman – certify at Level I.; Tracey Pinkston, Ester Sue Sykes – certify at Level I Youth and Performance Judge. **Penny moved, Ken seconded. Motion passed.**
2. The committee recommends the following as a result of the combined Beginning and Advanced Alpaca Clinic: Anthony Stachowski, Deb Yeagle, Mary Reed – certify at Level III; Beth Myers, Debbie Shellabarger – certify at Level II Admit the following to the Alpaca Apprentice Program: Brenda Hamilton, Gary Hamilton, Toni Knie, Amanda Linton, John McDougall, Mary Jo Miller, Bill Schultz, and Bonnie Van Meter. **Ken moved, Penny seconded. Motion passed.**
3. Lorraine Guyn was unable to attend the re-certifying clinic for Alpaca Judges because she was judging the Eastern Regional Show. The committee recommends that she be granted a waiver of the expiration of her license until the next alpaca clinic. **Julie moved, Dan seconded. Motion passed.**
4. The following judges have submitted evidence of continuing education credit sufficient to re-certify: Tami Lash and Philip Feiner. The committee recommends that Tami Lash be re-certified for a period of one year and Philip Feiner be re-certified for a period of three years. **Dan moved, Wally seconded re-certifying Tami Lash for one year beginning at the end of her probation period May 31, 2007. Motion passed. Julie and Ken abstained from the vote. Penny moved and Wally seconded re-certifying Philip Feiner for a period of three years. Motion passed.**

5. At the request of the board president the committee has reviewed and drafted a handbook language change to codify this committee's long-standing practice of extending judge's certification under certain conditions. The committee requests that the following be added to Part S, Section 2, Paragraph A, 10: "When in the opinion of the Judges' Committee a justifiable reason exists as to why a judge has not been able to re-certify by the conclusion of the stipulated three-year period, the committee can recommend an extension of license not to exceed the time period to the next certifying clinic." **Julie moved, Lora seconded. Motion passed.**

### **Membership Committee**

Chair – Pam Jensen

No Report

### **Nomination Committee**

Chair – Trish Brandt-Robuck

No Report

### **Performance Committee**

Chair – Melanie McMurray, MD

The Performance Committee would like to submit the following to the BOD for their consideration:

1. The committee asks the BOD to consider the following changes to the Handbook. The first is a simplification, correction of spelling, and omission of the word "standing" that would enable petter to sit in a wheelchair or on a hospital bed, for example. The second is a simplification of the wording to remove the word "jump", to omit the editorial comment at the end, and to remove the implied acceptance of a higher stepover if the llama is under 36 months of age. **BOD accepts changes.**
2. As this committee has heard from participants who may have some difficulty negotiating obstacles, due to age or injury, but still would like to participate in Performance, we would ask the BOD to consider the following rule change: "In Obstacle classes, the handler may choose not to negotiate an obstacle him/herself without penalty." **BOD accepts change.**
3. A recommendation for a ROM in Novice Performance was addressed to the committee. Although we voted against said ROM, we would like the BOD to consider the following rule change on advancing from Novice to Advanced: "We recommend that rather than using placings to advance, points be used. We feel 15 to 20 points would enable llamas who consistently place top 3 in multiple larger Novice classes to advance appropriately to Advanced classes, while llamas that place in the top 3 only because there were so few entries would not be forced to enter Advanced classes prematurely. The exhibitor's option to advance would remain in place.

**BOD declines changes. Office does not keep track of points for novice.**

4. As the Exhibitors with Disabilities performance classes are now in the Regional shows and at Grand Nationals, and the committee would like to see an expansion of these classes in all shows, we recommend the following section be added to the next addition of the Handbook: **These additions were sent back to committee and declined by the BOD.**

The following is a list of the issues and recommendations that have been brought before this performance committee, and the decisions made by the committee.

1. Picking up feet and showing teeth, petting, and putting on hats or costumes be restricted to the PR course; change of pace should not be allowed in Pack: **The Committee voted against this, and feel such obstacles as picking up feet and change of pace have a real place in Pack.**
2. Removal of word “jump” from Pack stepover rule: **change has been submitted.**
3. Form a Masters Class in Performance: **no action has been taken at this time.**
4. In the new Performance Course Design Book, it suggests that a llama be loaded into a trailer with a horse. With a concern for safety, this suggestion should be scratched from that book: **Committee agrees this should be removed, and will review the book for other safety issues.**
5. Define in the Handbook how panniers and pack should be removed correctly (other than cinches), or state that it does not matter: **Committee feels this is unnecessary, and that this is more of a judge education issue.**
6. Not allow alpacas to show with llamas in performance classes: **Committee voted against this.**
7. Decrease the pack weight for llamas 36 months and older: **Committee voted against this.**
8. Require stopovers and jumps be anchored down: **Committee voted against this, and feels this would negate the purpose of these obstacles.**
9. Disallow backing in Pack: **Committee voted against this and feels this is an integral obstacle in Pack.**
10. Rescind the rule changes to course construction and obstacle measurement requirements adopted in early 2006: **A variance for these changes was approved for shows remaining in the season, including Regionals and the Grand National; the committee is currently taking this into consideration.**

**BOD accepts committee report and is in agreement with committee.**

**Policy and Planning Committee**

Chair - Jerry Miller

No Report

**Promotion Committee**

Chair - Mandy Gerken

**Protest Committee**

Chair - Jim Nenni



The committee went through the first protest utilizing the new proposed system. I feel it went smoothly and efficiently. All the committee members responded promptly with excellent rationale. Therefore I would like to petition the board to put into effect this new system with the following addition as suggested by the board.

“The original protest must be sent by certified mail with a return receipt going to the protestor for tracking purposes. An internal tracking number will be assigned to each and every protest and the names will be removed by the Chair. The forms involved in each protest, without identifications, will be sent to the ALSA Office for official tracking.”

The Protest Committee is submitting the following for BOD approval:

1. Protest Procedure
2. Protest Flow Chart
3. Intent of Protest Form
- 4 ALSA Protest Format

### **Publications Committee**

Chair - David Armer

No Report (David was just approved as chair)

### **Regional Committee**

Chair - Betty Moe

Committee Report was tabled due to time constraints.

### **Show Management Committee**

Chair - Phil Feiner

I have heard from all but one member of the committee, and we are not opposed to the fees and language. There is some concern that the fees are fairly steep if searching prior to 2002, but we understand that labor is expensive and the searching process, time consuming. **Julie moved and Ken seconded a revision to the recording fee for animals as follows:** Part G. ALSA Award System Section 6. Recording Fees (Handbook Page #41)

1. Change to:

The one time recording fee per animal is \$20.00. During the year that the recording fee is paid, a person may request the ALSA Office to research all show results for the current calendar year and accumulate points for that animal.

3. Change to:

There will be a \$25.00 per animal per year fee for accumulating points on the animal in any year or years prior to the year the recording fee was paid. This is possible starting with the 2002 show season. There will be a \$25.00 per animal per show fee to research show results prior to the 2002 show season. **Motion Passed.**

On another note, I had a call from a show superintendent suggesting that ALSA work with a PR agency to help promote shows to the general public. I have not presented this to the committee, so I welcome their comments. I typically hear about the benefits of having the general public at an event, and have personally spent thousands of dollars over the years promoting shows that I have superintended. Unfortunately, I cannot tell you of any sales that resulted as a result of the advertising dollars expended. Perhaps dollars would be more useful if applied towards a national marketing campaign. That way, an informed consumer who already knows that they have an interest in Camelids, can attend various shows. **Board discussed ALSA marketing involvement and the concept was not viable at this time.**

### **Website Committee**

Chair - Marilyn Nenni

- 1) The Website Committee is now progressing with our “Improve The Technology” project. The goal of this project is “to leverage technology which enables ALSA to evolve its business practices so that it may efficiently and effectively manage its information and allow for the flexibility to enhance growth and expansion”. We have arrived at our objectives, our success criteria, and our functional success criteria. Steve Katzakian, a member of our committee, is leading this project most effectively and efficiently. As we move forward with this project, we will be able to determine what our membership needs are from the database and the website.
- 2) The ALSA Website unfortunately suffered some crisis during the last couple of months as members attempted to download their Regional and National qualifications and show information. The consensus of the Website Committee at this time is to not make any changes to our current server or database setup until all aspects have been further investigated. The Committee feels that we need to have a much better feel for what our problems and needs are before jumping into something new.
- 3) We have had less requested changes and pages to upload to the Website this last month. The process of having one person update the information and have to send it on to another person to be uploaded is still both very time consuming, inefficient, and unnecessary. Minor changes can be made and uploaded quickly by one person. This process needs to be re-visited when the BOD has the time to address this situation again.
- 4) The end of the year will bring a lot of changes and updates to the Website again as points and lists are updated. We hopefully will be able to get the lists of Adult Showmanship, Fiber, and Alpaca Champions and Superior and Ultimate Youth to post. The new 2007 Show Calendar, Annual Top Ten Youth for 2006, as well as 2007 updates will need to be posted. Updated Showing rates and details are also needed on the Website.

5) New Proposals: The Website Committee has discussed the possibility of having a Bulk Email program put into use. As our committee serves somewhat as a “communications committee”, this would be an efficient way to inform the membership of new rules and happenings, membership reminders, website updates, and new information could also easily be programmed to judges and show superintendents. An email program can even be programmed in advance to send certain messages at the correct time of year so they are not overlooked. There are two major considerations to moving ahead with this program.

a. The cost of the program or service: I have researched a number of email programs and services on the web and the one that seems to be most efficient and affordable is Constant Contact. This is a web-based service that allows emails to be mailed from anywhere – just sign into the account. The various softwares for purchase that I located were extremely expensive. This service, the most reasonably priced that I located, has no set up fee and the pricing is based on your list size. 50 to 500 names is \$15 a month, 500 to 2500 names is \$30 a month. That’s for unlimited messages sent per month. Most other pricing that I investigated started at \$100 a month for 1 mailing per month. There is a non-profit discount and also a pre-payment discount. Features include secure mailing lists, ability to design custom mailings, email tracking, list management, no contract ability to recognize undeliverable addresses, cut postage costs, immediate contact with our membership, and no updates to purchase. Can you imagine being able to update the membership with new rules or issues almost immediately! Would it be worth a least a trial period?

b. Who would be the person to actually send the messages or newsletters: Obviously this would best be done by the Office Manager, but perhaps her schedule won’t permit this. If someone is needed to launch and oversee an Email program, I (Marilyn) will volunteer. We will look forward to feedback from the BOD on this issue.

The Website Committee has also discussed the possibility of having a Bulletin Board/Message Board posted on the website. This would be for the membership to discuss various topics and offer ideas and input. These comments are posted directly to our website and could be seen by anyone visiting our website. This would enable ALSA Committees and BOD members to hear opinions and suggestions from our membership. It would also offer an area that would just serve a selected group such as the BOD or judges. We would not allow it to become a “ranting” corner. After a subject has been successfully discussed, the input could be sent to the appropriate ALSA Committee for evaluation. The Website Committee could oversee the Bulletin Board if desired. We have requested a program that would serve this need from Grant a couple of months ago, but have not received any replies. I have investigated one at bulletinboard.com, which I think has a lot to offer. It appears easy to install and would cost \$9.95 a month or a total of \$101.50 a year with the 15% discount for paying in advance. Features include free

tech support, no advertising on the board, member only option, voter message capability, and many more. It can be set up with a 30-day trial. Would appreciate the BOD's feedback on this.

### **Youth Committee**

Chair - Barb Harris

Youth Committee Report was tabled due to time constraints.

Julie moved and Penny seconded a motion to adjourn the meeting at 4:06 PM CST on November 9, 2006. Motion passed.

President called the meeting to order at 5:05 PM CST on November 9, 2006.

A large percentage of the membership attending the Grand National Show contacted the BOD during the board meeting regarding the current conflict of interest rule concerning the judge in place to judge Nationals. The matter was reconsidered and the ALSA attorney drafted the following rule change: Under Section 5. Conflict of Interest, the letter H., be added at the bottom to say: None of the above terms shall be construed to assign a conflict of interest to any Judge otherwise engaged as an auctioneer professionally involved with the sale of any animal shown before that judge. **Lora made a motion to this effect, Penny seconded. Motion passed. Ken moved and Penny seconded a request for a roll call vote on handbook change. Motion passed.**

**Lora - Yes**

**Penny - Yes**

**Julie - Yes**

**Wally - Yes**

**Dan - Yes**

**Ken - No**

Dan moved and Wally seconded the meeting be adjourned at 5:30 PM CST November 9, 2006. Motion passed.

President called the meeting to order at 6:03 PM CST on November 9, 2006.

### **New Business:**

1. Penny moved and Lora seconded a motion for approving reimbursement for expenses for an ALSA Board member to attend Camelid Community. Motion passed.
2. Dan moved and Julie seconded a motion to send Lora as our ALSA representative on the ILR January cruise, expenses to be paid as per our Director's Book plus conference expenses. Lora has insisted on paying her own cruise fee. Motion passed.

All members letters have been tabled due to time constraints.

Ken moved and Lora seconded a motion to adjourn at 6:43 PM CST on November 9, 2006. Motion passed.