

**Board Minutes from Meeting December 6, 2006**

President called the meeting to order at 8:02 PM EST. The Board acknowledged 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
- Penny Davidson - Board Member
- Ken Fenley - Board Member joined the call at 8:34 PM EST
- Craig Swindler - Finance and Budget Committee Chair

Next board meeting will be held at 8:00 PM EST on January 10, 2007.

Lora moved and Dan seconded a motion that the November 9, 2006 BOD Minutes be approved. Motion passed.

**Treasurer’s Report: Craig Swindler (asked to fill in for Wayne Rankin who is out of the country.)**

Assets:

Cash and Bank Accounts	
ALSA Checking	52,586.41
ALSA Investment	98,307.38
Tony Rollins’s Scholarship	8,723.22
Total Cash in Bank	159,617.01

It has been brought to the BOD attention that when future decisions are made regarding finances (ex. ALSA animal recording numbers) it should first be run by the finance committee and the Treasurer.

Wayne will be looking at and sharing with the BOD revision of the Chart of Accounts (he does not foresee many major changes.) He will also be completing the 2007 Budget for January board approval.

The ALSA Investment account is almost up and running. \$15,000- \$20,000 will be kept in the general checking account with the current bank, everything else will be moved into three higher interest bearing accounts. 1. The ALSA Investment Account. 2. The ALSA Membership Youth Scholarship Fund, 3. The Linda Pierce Memorial Awards Fund.

Board Members have asked that the Scholarship Fund start being referred to by its correct name. It will be known as the ALSA Membership Youth Scholarship Fund, previously the Tony Rollins Scholarship Fund.

**Julie moved and Penny seconded a motion for Cheryl to get an ALSA credit card for things that come up within the office that require payment other than a check. Motion passed.**

### **ALSA Administrative Manager Report**

The ALSA Office is in a flurry getting the 2006 season wrapped up and working hard to get our 2007 season on the way. We are receiving 2007 Shows for Sanctioning which can be viewed on our website under Shows and Events, as well as having mailed out approximately 2,500 renewal forms for members that have been active in 2005 and 2006 which does not include our Lifetime members who will be sent a note that will question if there is any changes to address or to renew judge licenses for 2007.

Due to various concerns over the years of the year end per animal result sheet issued from ALSA Office does not have the complete Grand National Top Ten ( this was due to the fact that all we record here is animals that either have earned points or have qualified for Regional/National ) We have decided to place all of the top ten animals even if they do not earn points. This will be a nice touch to breeders to show perspective buyers or for their own records.

Once all shows have been entered including Grand National, final certificates for 2006 will be printed and mailed. At that point we will be able to send all of the new awardees to Showring for publication.

Cheryl Ryberg  
Administrative Manager

The BOD has asked Cheryl to send us a copy of the membership renewal form that has been sent out to members.

Webstore Status:

The BOD is still waiting for info from Cheryl before a decision is made regarding the webstore being put back on the website.

### **Old Business**

1. Dan will be working with Jan at the ILR to expand the definition and detail functions on the proposal with the ILR to create a database for ALSA shows.
2. Penny moved and Wally seconded a motion for a triple show to be held in Florida, Feb. 2007. Motion passed. This was an email vote.

## **Committee Reports**

### **Alpaca Committee**

Chair - Debbie Shellabarger

The committee is currently working on handbook changes

### **Election Committee**

Chair - Sherry Adamcyk

No Report

### **Ethics Committee**

Chair - Maryan Baker

Nothing new to report at this time

### **Fiber Committee**

Chair - June Black

Current work accomplished:

1. Completed the 2006 ALSA Grand National Fleece Show, including reporting to the ALSA office.
2. Established protocol and criteria for a certified fleece judge to become an ALSA Fleece Judge Instructor, and submitted proposal to the ALSA BOD. **This is to be sent to the Judges Committee for review.**
3. **The BOD has asked that the fiber committee give us a comparison of expenses from the Grand National. Also list premiums and how they were broken down.**

### **Finance & Budget Committee**

Chair - Craig Swindler

See minutes page one for report

### **Grand National Committee**

Chair - Terry Duespohl

1. An eventful 2006 Grand National has come and gone! Most reports suggest that the Grand National was once again a successful event.
2. Final Show Placings have been prepared for posting to the Website. These are being proofed one more time before forwarding to the website committee and the web master.
3. The “financials” of the show are being finalized and reconciled.
4. The Grand National Committee recommends that a rental agreement be entered into for the Lancaster Event Center in Lincoln, NE for the 2007 Grand National. According to the 2006 agreement, ALSA has “first refusal” for the last weekend in October in 2007.

5. Please accept this as my resignation as Chair of the Grand National Committee effective immediately.

**Kay will be the new liaison to the Grand National Committee. Ken moved and Lora seconded a motion for Norris Berg to be the new Chair of the Grand National Committee. Motion passed.**

#### **Handbook Committee**

Chair - Helen Feick

Nothing new to report.

**BOD asks that the handbook committee make decision regarding printer for next handbook. BOD asks that committee supply us with a list of all approved handbook changes to date.**

**Lora has volunteered to go through the 14<sup>th</sup> edition handbook sorting out sections for each committee to look through for possible changes. She will then forward to liaisons to committees who in turn will forward to committee chairs.**

#### **Judges Committee**

Chair - Terry Duespohl

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

1. The committee recommendation regarding the Carmel, IN clinic should be amended to say: . . . committee recommends the following . . . Rick Neal, and Doug Overman – certify at Level I; Marilyn Nenni – re-certify at Level I; Tracey Pinkston, Ester Sue Sykes – certify at Level I Youth and Performance Judge.
2. The committee recommends approval of an Alpaca Fleece Clinic to be held January 20, 2007 at Lofty Pine in Lindsey, OH. Mary Reed would be the instructor. Due to space considerations, attendance needs to be limited to 12 people. Priority acceptance is requested for those people who attended the Alpaca Judging Clinic in October.
3. Judie Moser was unable to attend the re-certifying clinic for Llama Judges because she was judging the SW Regional Show. The committee recommends that she be granted a waiver of the expiration of her license until the next certifying clinic.
4. Due to lack of Level III Alpaca Judges, the committee recommends that the board approve on a one-time only basis a waiver for Shannon McConnell, AOBA Certified Alpaca Judge, to judge at the Western Ohio Triple Crown Alpaca Show.
5. The committee recommends upgrading Ken Forster's Performance Judging license from Level II to Level III.

4. The committee requests approval for a Combined Beginning and Advanced Llama Judging Clinic to be held March 16, 17, and 18 at Hinterland in Sisters, OR. Judie Moser and Lora Crawford would be the instructors. The committee also reaffirms its long-standing practice that anyone auditing a clinic be required to pay the clinic fees.
5. The committee hereby notifies the Board of its intention to recommend modifications to the CE Credit system that is currently in place to be more reflective of current conditions.
6. Please accept this as my resignation as Chair of the Judges' Committee. I recommend that Cathie Kindler be appointed to fill the remainder of my term. To ensure a smooth transition, I would request that I be permitted to remain on the committee for some mutually agreeable time period but in no case to extend beyond the typical committee reorganization time next spring.

**Julie moved and Ken seconded a motion to accept Judges Committee requests Item #1 thru #7. Motion passed.**

**After discussion Wally moved and Dan Seconded a motion to appoint Lavona Fercho as the Chair for the Judges Committee. Motion passed.**

### **Membership Committee**

Chair - Pam Jensen

We are going to work to bring back the "grunt" awards for Grand Nationals next year. We are going to have one nomination from each region to receive them at the banquet. Each committee member will have to come up with that nomination from their region. Again, the categories will be the same as in the past. We want to start getting those together quickly, as we need several months to come up with the donations to fill those baskets.

The membership welcome letter has been prepared and forwarded to Cheryl Ryberg to include in the membership renewal forms.

### **Nominations Committee**

Chair - Trish Brandt-Robuck

The committee will verify ALSA BOD open positions for the 2007 election. The committee will start looking for qualified candidates from across the country to run for those positions.

### **Performance Committee**

Chair - Melanie McMurray, MD

Finalizing new rule changes for 2007

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**Policy & Planning Committee**

Chair - Jerry Miller

Nothing new to report at this time

**Promotion Committee**

Chair - Mandy Gerken

Nothing new to report

**Protest Committee**

Chair - Jim Nenni

Protest #1 is complete and was withdrawn by the protestor as we discussed during the last BOD Meeting.

We are just about finished with Protest #2. Committee recommendation will be sent soon. Have received Protest #3 and we will start working on this as soon as we have the final details.

I have also been informed that Protest #4 is in the mail.

Was also wondering the status of The Protest Committee's recommendation on the new protest format.

**Ken moved and Lora seconded a motion to except the protest committee's recommendations on the new protest format with the following addition: "If a conflict exists for the chair of the protest committee to be able to perform his duties as chair than the duties are to transfer to the ethics committee member that sits on the protest committee." Motion passed.**

After much discussion and deliberation, the Protest Committee finds Protest #2 as being NOT VALID. **Wally moved and Penny seconded a motion to accept the Protest Committee's recommendation for Protest #2. Motion failed. President asked for a roll call vote. Wally-yes, Penny-yes, Lora-yes, Julie-no, Dan-no, Ken-no, Kay-no. It is now returned to the Protest Committee with the timeliness issue removed.**

**Publications Committee**

Chair - David Armer

The ALSA Publications Committee has been working diligently on preparing the next issue of Showring.

Submissions to be featured include:

Showing Alpacas

An Interview with Geri Rutledge & Ginger

Llama Display at the National FFA Convention

Special Needs

The Majority Opinion Judging System

An article featuring a Historical Show Winner

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A "Youth Spotlight Section" featuring articles by different Regional Youths  
Committee Reports from Each Committee  
Regional Show Results/Photos  
We have also been hard at work preparing for the Grand National Issue.

### **Regional Committee**

Chair - Betty Moe

I am outlining below some of the suggestions made by my supervisors that we especially want the ALSA Board to consider to help the attendance at our Regional Shows.

1. Require juveniles to qualify at Regional shows to be eligible to show at the Nationals. **BOD sent this to Judge's Committee.**
2. Have the age division for yearlings at Regionals as it is at the Nationals. **BOD feels this is not realistic as there are not enough in most regional yearling classes.**
3. Have ALSA consider a different point system for animals to qualify for the Nationals if they have qualified in classes of only one or two animals. Perhaps require them to show at a Regional show. **Handbook page 29: Animals already have to qualify unless they receive a Grand or Reserve.**
4. Have a Showring issue before Regional and the National shows advertising the shows to get everyone excited about each show's special aspects. **The BOD would advise writing articles instead of advertising to get people excited.**
5. Have the ALSA BOD send a request to the judges committee, directing judges not to criticize any youth's animal in Public Relations or Performance on the animal's confirmation i.e., in particular – low pasterns, if that animal is not showing signs of discomfort. **BOD not in agreement that the judges need to be directed in this manner.** Several Superintendents feel the judges need better guidance on performance criteria, and if they don't show in performance themselves, should have to actually do performance in Pack, Public Relations, and Obstacles as part of their judge's training. Its been suggested to have three judges present at Judges Training Clinics to give a more balanced view to prospective new judges. **May be valid request but is just not realistic.**
6. We know this is being addressed, but want to encourage the BOD to have the minutes of your meetings posted on the ALSA Website as soon after your meetings as possible. **BOD is trying to have minutes posted as soon as possible.**

**Lora moved and Julie seconded a motion that the Southwestern Regionals be held in conjunction with the Sonoma County Harvest Festival at the Sonoma County Fairgrounds in Santa Rose, CA in 2007. Motion passed.**

### **Show Management Committee**

Chair - Phil Feiner

Re: - Standardized Forms & Interfacing with the ILR

A discussion regarding standardized entry forms has ensued because ALSA is

investigating the possibility of interfacing with the ILR database. It is our opinion that ALSA and its membership would benefit from such a relationship both on the entry side as well as results reporting.

Concerns:-

- Can all shows run their classes in exactly the same order? It is helpful to run classes in order as this tends to make it easier for exhibitors to determine when they need to be ready for their classes.
- Shows that do not offer certain classes, or one day shows, will not be able to run in class order.
- How do we address combined classes – light /medium, etc.?
- If a program is created for show superintendents to create premium books, a mechanism needs to be in place for information specific to that event to be input.
- How do we implement a program without overwhelming show supers?

Suggestions:-

- Start slowly
- Begin by using ILR numbers as entry numbers and recording numbers.
- An on line system or disc will be available for superintendents that are computer literate and would like assistance creating their show books.
- System should include pull down screen menus to assist the superintendents in developing their show book.
- Offer the classes in standardized order and create options when changes are necessary and suggestions for how to address those changes.
- For those unable to use the computer programs, create written versions.

Once superintendents have become accustomed to using ILR numbers as entry numbers and recording numbers, the next steps could be implemented. These include:-

- Class list would need to be revised to incorporate Top Five at Regional events, Obstacle Driving classes, as well as optional classes such as Costume, Best Bred and Owned, etc.
- If an interactive program or disc were used, the user would be prompted to enter information as it pertains to their event, such as the local health regulations, are they going to offer sponsorships, etc? A simple checked box at the start of each paragraph could be used to indicate weather or not the information should be included in the premium booklet. A drop down menu could be created to indicate what awards would be offered, etc. This would allow for the show superintendent to create a premium book prior to receiving show entries.
- Those who are computer literate, would input the ILR numbers of the animals entered in each class, transmit the information back to the ALSA office and a show program could then be created and e mailed in .pfd format to the show superintendent. If the data were input on line, then there would be little to no extra work required on the part of the ALSA office. For those superintendents who are



not computer literate, a worksheet would be completed and faxed to the ALSA office for them to input the data, and then a premium book, faxed or e- mailed to the show superintendent.

- The same basic system would be used to process the results. The animal would no longer need a separate ALSA number and its points would be tracked with its ILR number. This would cut down tremendously on data entry errors, etc. It is not difficult at all to create a database that would “automatically” compute the number of points an animal would earn based on the number of animals in its class as well as in the division.
- It is entirely possible that this approach of generating a premium book as well as inputting results is too quick a move for most show superintendents. The committee is concerned about implementing these changes too quickly. To that end, we feel that we should begin by using the new system to input results only. Down the line, perhaps a reduction in ALSA fees could be offered to encourage show superintendents to try the new system in its entirety. As in theory there would be less data entry on the part of the ALSA office, a fee reduction could be offered as an incentive to work with the complete program as theoretically, less time and energy would be required by the ALSA office...

Overall, we feel the concept is a good one, and would help expedite the entry process as well as results reporting.

### **Website Committee**

Chair - Marilyn Nenni

We are progressing very well with our “Improve The Technology” project under the efficient leadership of our committee member, Steve Katzakian. At this point of the project, we are striving to attain *what* we need and not *how* to accomplish it. The following is the list of items that the committee has suggested to be or not to be in the scope of future plans:

#### "IN" SCOPE

- 1) Membership Management - all aspects of what needs to be done to manage the Members' information.
- 2) Advertising Tracking/Management of external advertisers – all aspects of who/what/where/when/how much/etc. of Advertising done by external organizations to ALSA members.
- 3) Show Management – All aspects of managing shows (e.g., data collection, animal registration, point scoring).
- 4) Show Tracking (e.g., awards points, placings) for all aspects of shows (e.g., animals, youth, showpersons).
- 5) Membership Access – All aspects of members getting into and out of the system (please note this overlaps in many areas such as membership management, reporting, etc.).
- 6) External Interfaces – All aspects of interfaces to exchange information with outside organizations (e.g., ILR, Alpaca registries).

- 7) Interface to the Accounting System – This is only there to define what is needed. We believe that we will need this “IN” since such things as membership management may collect fees and will need to pass data to an accounting system.

“OUT of SCOPE”

- 1) Newsletter Creation/Production – Nothing to do with building or producing this product.
- 2) Accounting System/Software – We do not wish to define anything around the accounting system. What ALSA deems necessary here is not our concern. We may have the need to get information from the accounting system and once again, this does not define “how” any of this is done.
- 3) Advertising Tracking of what advertising ALSA does in outside organizations.

All new Showring rates and dates, plus an eye-catching section for the newest promotion rates offered, have been put up on the Website.

All Committees have been updated with their new members and email contacts and I believe they are correct. (hope someone will notify me of corrections if needed).

The new Webstore has not yet been put up on the ALSA website. (as of this date).

Other items (e.g., bulk email system and Bulletin Board for the website) that were submitted in the November Report were not addressed at the last BOD meeting, so I presume you will pick up those items from our November Committee Report.

On a really positive note, we seem to be getting fewer emails with reports of errors or problems with the website. Those we have received have been addressed and corrected immediately. Input from the membership is very helpful and appreciated. Hopefully, we are on a good track now.

### **Youth Committee**

Chair - Barb Harris

The committee has discussed the following items this month which we would like to pass on to the board for either approval or further discussion.

- Setting the date for submission of application for the Tony Rollins scholarship.
  - a. Historically the date had been July 1<sup>st</sup> and at this time we would like to see it return to that date. To publicize this date there will be articles in the Showring. **BOD agrees, please pass to website chair for inclusion on the website.**

Limiting the use of a Champion Performance animal in youth performance classes.

Champion Performance animal could be shown by youth in Open or Advanced Classes.

**BOD declines making a rule change to this effect at this time.**

- Fund raising for the Tony Rollins scholarship
  - a. We would like to propose that an auction take place at the 2007 Nationals. This auction could be either a silent auction or a live auction which would take place at the Cocktail Party on Saturday evening. The advantage to a live auction would be that no one would be required to man a silent auction table. Donated items could be on

display in the office. If this proposal is accepted then each member on the committee could solicit donations of items. It was also proposed to have auctions at each Regional. This would take more work on the part of the committee but is a good idea for future consideration. **BOD will forward to Grand National Committee for input.**

- Our committee has discussed how to encourage youth who participate in Youth Judging to remain active in ALSA after the end of their Senior Year. We would like to ask the board to review the following suggestion and possibly forward to the Judges' Committee for further review. Youth who are Seniors and have participated in Youth Judging for at least the last two years of their Senior level be allowed to attend a Beginning Judging Clinic and upon satisfactorily completing said clinic could enter the Judge's Apprenticeship Program. Due to legalities of renting cars they would be eligible to attend the Advanced Judging Clinic after their 21<sup>st</sup> birthday. To attend a clinic sooner they would be restricted to judging shows close enough to their home that they could drive to them. **BOD will forward to Judge's Committee for input.**

#### **New Business**

1. Showring - Look at 2005 contract with Able Publishing and discuss one for 2007. This needs BOD approval. **Kay will look into this with Doug Able and present to the BOD.**
2. Approval of "GN Conflict of Interest Kerffule" article for Showring and Website.
3. **Ken moved and Lora seconded a motion that the President of ALSA may answer membership letters presented to the BOD or send them on to appropriate committee's without board approval of each one. Motion passed.**
4. Letter from member regarding selection of GN Judges. **Sent to GN Committee**
5. Request from Publications Chair to be able to put show results in Showring. **Ken moved and Julie seconded a motion to allow show results to be put in showring for a trial period of one year, as space permits. These results must be submitted from show superintendent. Motion passed.**
6. Publications Chair letter to member about showring. **BOD has requested that the Chair write a letter of apology to member.**
7. Letter from member regarding the American Mini Llama Association with proposal. **Sent to Show Management Committee.**
8. Letter from member/judge requesting BOD to remove \$50 Judges fee as of 1-1-07 **Sent to Finance and Budget Committee.**
9. Member letter regarding issues with the Judge's Committee. **Sent to Judge's Committee.**
10. Judge's letter regarding upgrade of levels. **Sent to the new Judge's Committee Chair.**

11. 2 member letters concerning the suri halter division. **These two letters have been sent to the following committee's; show management, judges, policy and planning and membership committee's.**
12. Member letter regarding the recording of show animals and being able to keep those credits even if you sell the llama. **BOD does not feel this should change, points will transfer with llama to new owner.**
13. Member letter of concern with dates of Nationals in 2007 conflicting with Hartman Sale. **BOD feels this is unfortunate but the date has been set.**
14. Member letter regarding juveniles and GN and Regionals. **Sent to GN and Regional Committee's.**

**Dan moved and Ken seconded a motion to adjourn the meeting at 2:20 AM EST on December 7, 2006. Motion passed.**