

# Regular Monthly Meeting of ALSA

## BOD Meeting Minutes: August 12, 2008

The regular monthly ALSA BOD meeting was called to order by President, Mary Beth McCormick, at 8:04 p.m.

### ROLL CALL:

#### Members present:

Mary Beth McCormick – President  
Kay Sharpnack – Vice President  
Marilyn Nenni – Secretary  
Julie Heggie – Board Member  
MaryAlice Pilbin – Board Member  
Cathie Kindler – Board Member  
Bob LaMorte – Board Member

Wayne Rankin – Treasurer  
Cheryl Ryberg – Office Manager

### PROCEEDINGS:

**Next Board Meeting: Tuesday, September 9, 2008, at 8:00 p.m. EST**

**Approval Of Minutes: July 16, 2008**

Kay made a motion to approve the minutes as corrected. MaryAlice seconded the motion. Motion carried unanimously.

### TREASURER'S REPORT: Wayne Rankin, Treasurer

Balance Sheet – As of July 31, 2008

#### ASSETS

##### Current Assets

##### Checking/Savings

ALSA Cap 1 Investment Account	148,989.21
ALSA CC	3,190.00
ALSA Checking	3,041.85
ALSA Linda Pierce Memorial Fund	5,173.27
ALSA Memorial Youth Scholarship	11,956.39

Total Checking/Savings 172,350.72

Total Current Assets 172,350.72

**TOTAL ASSETS 172,350.72**

#### LIABILITIES & EQUITY

##### Equity

Opening Bal Equity	49,204.42
Retained Earnings	107,921.00
Net Income	15,225.30

Total Equity 172,350.72

**TOTAL LIABILITIES & EQUITY 172,350.72**

**Discussion:** Treasurer reported that the audit has been completed. Treasurer and Finance Committee Chair, Joe Payne, have proposed questions to auditor and should have answers to complete the audit next week. At that time finances for 2007 can be

rectified with the Office. Treasurer's report was accepted but cannot be approved until the audit is complete

The process to add the President's name to the ALSA accounts is underway and progressing.

Just for information, ALSA's total assets for July of 2007 were \$176,000 (rounded off) compared to \$172,000 in July of 2008. However, it must be taken into consideration that National Show sponsorships are included in these figures and that not all sponsorships come into our accounts at the same time of year. We currently may have more or less sponsorships received now than at this same time last year.

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

A written listing of the ALSA Database was sent to the BOD. Attributes of the current database were reviewed and discussed. Cheryl will work on sending additional screen captures.

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					
2008 Total Year to Date		77	110	123	137	138	150	161					
2007 – Year to Date													161
Animal Entry in Shows	?	?	986	291	2494	1786	1175	1279					
2008 Total Year to Date			986	1277	3771	5557	6732	8011					
2007													
Adult Memberships 2008	?	631	237	195		9	13	18					
2008 Total Year to Date		631	868	1063	1022	1031	1044	1062					
2007													1,546
Youth Memberships 2008		175	104	112	84	4	20	19					
2008 Total Year to Date		175	279	391	475	479	499	518					
2007													564
Animal Recording # 2008					142	54	25	29					
2008 Total Year to Date	?	?		125	267	321	346	365					
2007													
2009 Sanctioned Shows			1				1						

**OFFICE BUSINESS:**

1. Monthly Statistics (adult memberships, youth memberships, shows)
2. Office needs to provide correct account information to BOD for account at Halfprice Hosting – (database website account).

**Discussion:** Information previously provided by Office was incorrect. Grant Miller, database webmaster, was contacted for accurate account (alsashow.org) information on 7-14-08. There has been no response to this request. Attempts will continue to be made to obtain ALSA information.

3. Office needs to provide a BOD member information for database website. (ISP address)

**Discussion:** Request was again made to the Office and to Grant Miller, webmaster, on 7-14-08. Cheryl reports she does not have this information. Grant has not responded. BOD will continue to attempt to obtain this ALSA information.

4. ILR Show Module – Using Microsoft Illegally

**Discussion:** *ILR has sent out a notice to their membership addressing this issue. ILR reports there is no piracy or any illegal use of Microsoft products.*

5. Office Contract Negotiation 2009

**Discussion:** *Kay made a motion to go into Executive Session at 9:03. MaryAlice seconded the motion.*

*Julie made a motion to come out of Executive Session at 10:08. Bob seconded the motion.*

*Still working within the 90 days of first right of refusal that is in the Office Manager's current contract, a counter offer was made to Cheryl Ryberg to accept the new ALSA 2009 contract for one year ending December 31, 2009. The new contract will be sent to her again with the changes discussed.*

*The ALSA official email address, [lamas@alsashow.org](mailto:lamas@alsashow.org) (or [llamas@alsahow.org](mailto:llamas@alsahow.org)), was again discussed. A prior email address, [alsa@nauticom.net](mailto:alsa@nauticom.net), is not to be used for any ALSA business. Office was instructed to correct the email address on all correspondence and letterheads.*

**OLD BUSINESS:**

1. BOD Action Item List

**Discussion:** *The BOD Action Item List was reviewed and completed items were updated. This list is continually reviewed by BOD members as a way to track incoming issues and items sent to committee.*

2. ALSA Handbook Status (Bob – liaison)

**Discussion:** *The nearly complete ALSA Handbook is now in the hands of the BOD. Final touches will be complete by next week. It will then be proofed by a committee of three people and sent on to the printer.*

3. Section G, page 37 – Sharing of ALSA records, conflict of interest and violation of our association rules - tabled from July meeting

**Discussion:** *After much discussion, consideration of the attorney's prior advice, and careful examination of the ALSA Handbook statement on page 37, Cathie made a motion that the ILR Show module is prohibited to be used by any ALSA show, any Regional Show, or the ALSA Grand National Show. All ALSA Shows are prohibited from giving the ILR, or any other association, access to any ALSA show results, points, or awards as of 2008 and forward as written in the ALSA Handbook, Section G, page 37. Julie seconded the motion. Roll call vote: Julie, yes; Cathie, yes; Bob, yes; Marilyn, yes; MaryAlice, yes; Kay, no. Motion carried by a majority.*

4. ALSA's Listing of Accounts – All ALSA's Pertinent Information (we still do not have a complete listing)

**Discussion:** *Access of all ALSA information will continue to be pursued.*

5. New Award Certificates (Note: It was voted that new award certificates will be designed to allow to print at a lower cost. Design will now belong to ALSA.) - tabled from July meeting

**Discussion:** *New 2009 design is not yet completed for review. Should have by September meeting.*

6. Database Project (Marilyn) - tabled from July meeting – tabled until September meeting.
7. Camelid Community

**Discussion:** *Cheryl attended as the ALSA representative. Report will be received when approved report comes from organization.*

8. ALSA Financial Accounts – Signatures

**Discussion:** *On Wednesday, July 30, 2008, a motion was made by Marilyn Nenni that Lora Crawford, past president of ALSA, be removed from the three Cap One ALSA bank accounts and the name of Mary Beth McCormick, current ALSA president, be added to ALSA's three Cap One accounts. The Motion was seconded by Mary Alice Pilbin, with the following members voting in favor: Kay Sharpnack, Cathie Kindler, Bob LaMorte, Julie Heggie. Motion carried. Required documents for changing signatures on these accounts are currently in the process of being sent to the bank for change on ALSA's account.*

9. Scholarship Applications

**Discussion:** *BOD selections from applicant's applications are due to Julie & Barb Harris by 8-15-08. Applicants should be notified by August 31 as specified in scholarship rules.*

## **NEW BUSINESS:**

1. ALSA Incentives – tabled from July meeting

**Discussion:** *A listing of possible show incentives, show and financial issues, and overall future issues were presented by Marilyn. Items from this list will be passed on to appropriate committees for review and consideration.*

2. BOD member that sent internal memo from the Exec. Secretary of ALSA to the ILR

**Discussion:** *Reviewed and discussed.*

3. Use of ILR Show Program for the ALSA Grand National Show

**Discussion:** *Discussed above in Old Business, Item 3.*

4. Letters & BOD Conduct Issues of BOD Member

**Discussion:** *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). Persons serving on the ALSA Board of Directors are expected to review and give careful consideration to all issues at hand while representing the membership as a whole for the betterment and future*

*growth of the ALSA association.*

*It was recommended that the above be added to the ALSA Standing Rules as a “Code of Conduct” in the next printing of the ALSA Handbook. After discussion, the BOD thought it was not necessary to add to the Handbook. Appropriate conduct should be covered in Robert’s Rules and also just common sense of most people.*

5. Letter for website and mass email to membership regarding Grand National Show.

**Discussion:** *Letter to the membership from the president was reviewed and discussed. Kay made a motion to approve and send out with scheduled mass email to the membership and to also post it on the ALSA website. Marilyn seconded. Motion carried unanimously.*

6. Request from SW Regional to hold Regional Show with Fall Harvest Show.

**Discussion:** *The BOD gave approval to hold both shows in conjunction with each other.*

### **COMMITTEE REPORTS:**

1. **Alpaca Committee:** *(liaison: Kay)*

Chair: Mary Reed

No Report

2. **Education Committee:** *(liaison: Mary Beth )*

Chair: Dawn Moore

No Report

3. **Election Committee:** *(liaison: Cathie)*

Chair: Lougene Baird

*Kay made a motion that Chair has the leeway to consult with the Nomination Committee to work on proposals for updating wording and revision to the Bylaws and procedures. Marilyn seconded. Motion carried unanimously.*

4. **Ethics Committee:** *(liaison: Julie)*

Chair: Margaret Henry

It will be hard to follow in the footsteps of our two previous Chairs, Maryan Baker and Cindy Ruckman. It was a pleasure to work with both of them. Allen Davis and Toni Strassburg-Pearce have agreed to stay on the committee. I have asked Jim Doyle to be a member with the BOD'S approval. Jim is a long time ALSA member and has shown and raised llamas for many years. He was the superintendent of the State Fair of Texas llama show for many years and is involved in the Ft. Worth Llama show and sale. I think he will be a great addition for the Ethics Committee.

*Kay made a motion to approve the committee report and approve Jim Doyle as a member of this committee. Cathie seconded. Motion carried unanimously.*

5. **Finance & Budget Committee:** *(liaison: Kay)*

Chair: Joe Payne

No Report

**6. Grand National Committee:** (*liaison: Kay*)

No Report.

Chair requests a change to the current ALSA Handbook, Part B, Section 2, para R2c. Change the word “corporate” to “all.”

BOD approved.

**7. Handbook Committee:** (*liaison: Bob*)

Chair: Helen Feick

The handbook will be finished and turned in before the August board meeting for a final review and ready to be sent to the printers.

I would like to thank Bob LaMorte (the fourth or fifth liaison) for his help this past month, he has done more to help with the handbook than has been received since, this committee was given (forced on) me. It has been a costly undertaking for me personally, monetarily and mentally, but we are almost finished. Mr. LaMorte, Barb Laux, and Penny Davidson have been most helpful.

I am sending a copy of the bids to Mr. LaMorte to share with the board and hopefully, will review these bids and make sure that all of the requests for printing, binding, labels, mailing, etc. are covered by the amounts of these bids.

And, I wanted to wish each and everyone on this board and the past...the best of everything in whatever the future holds for each of you. And, with the final approval and the book being sent to the printers....I am going to do what we had in mind when we bought our first two llamas over 18 years ago....go and enjoy them!!!

Request for approval of Wally Baker for Chair.      *Approved.*

**8. Judge's Committee:** (*liaison: Cathie*)

Chair: Lavona Fercho

1. The Judges' Committee would like to request both Mary Wickman and Bill Feick both Level Judges, advance to Senior Judge level with the strength of their previous CEC reports, and their numerous shows judged in 2008 including Driving and Youth Judging classes. Both have only positive evaluations in their files. On their next re-certification dates they will be required to re-certify with a clinic.

*Approved*

2. There are enough Judges and Apprentices requesting both Llama Halter and Llama Fleece Judges clinics for recertification later this fall. The Judges' Committee is requesting approval of each clinic, with Host, date, and instructors to be confirmed later.

*Approval given to schedule clinics.*

3. The Judges' Committee would like to request the new 2009 ALSA Membership Directory have Alpaca Breeders and Llama Breeders identified as such. This could be done at membership renewal and would greatly facilitate emails blasts or mailings of specific information including clinics pertinent to either llama or alpaca breeders.

4. We are having the Alpaca clinic at Kevin Sullivans, September 12, 13, 14, and wanted to try something different.  
The Handbook, Part S. Section 5, D, (p. 131) states, "The Judges' Committee also has the option to incorporate the use of an "expert" instructor; for example, a fiber or anatomy expert for Llama or Alpaca Clinics."

I would like to engage Eric Hoffman, international speaker and author of many camelid articles and books, including "The Complete Alpaca", for one day at the Sept. 12, 13, 14th, clinic. Plans for the clinic will be tentative until we have the numbers to proceed. We have to post this very soon as well, and would like to present this to the BOD for approval.

*Kay made a motion to approve Eric Hoffman as guest speaker. Marilyn seconded.  
Motion carried unanimously.*

**9. Llama Fiber Committee:** (*liaison: Julie*)

Chair: Cindy Ruckman

I am pleased to inform the Board of this months' discussion points:

1. With the Board's approval, we would like to add Maryan Baker to our committee. In addition to bringing a vast amount of fiber/fleece knowledge to the committee, Maryan represents the Southwestern Region which is not currently represented on our committee;
2. As previously submitted, we respectfully request that the Board make the following changes to the 15<sup>th</sup> Edition of the ALSA Handbook as proposed in August of 2007:
  - a. Remove Part O, Section 1, A, 3, i: *Shows should allow a minimum of one hour of judging per 15 fleeces and one hour of setup per 20 fleeces entered in show.* It is our opinion one hour is not enough time for a judge to thoroughly judge 15 fleeces and any such recommendation would be more appropriate listed in the Fleece Show Management Guide.
  - b. Part G.Section 4.D.3. To qualify for the title of Llama Fleece Champion, the llama must win four Grand Championships or three Grand Championships and two Reserve Grand Championships within one overall coat division (Double, Single or Suri). Delete "within one overall coat division (Double, Single or Suri)." It is not uncommon for a llama to move from Single to Double coat during the maturation process. It is our opinion that a llamas fleece points should stay with the llama for its lifetime.
  - c. There are two places where the original description is "*the two year- old class*". Our recommendation is that the wording should be amended to "*24 mo and over class*". The two locations are: Part D, Section 3, A, 2, "Age at date of shearing, example", and Part O, Fleece, Definition, "Age at date of shearing, example".
3. In an effort to maintain the integrity of our Llama Fleece Judging program, the Committee continues working to create criteria for judge designations of "*Level Llama Fleece Judge*" and "*Senior Llama Fleece Judge*". A *Senior Llama Fleece Judge* will be qualified to work with Apprentice Llama Fleece Judges and to judge at the ALSA National Llama Fleece Show. It is the goal of our committee to have formal recommendations for moving from Level to Senior Llama Fleece Judge in our August report. In an effort to notify all Llama Fleece Judges and Show Superintendents, we recommend that the new system be implemented January 1, 2009.
4. Ongoing planning for the 2008 Grand National Fleece Show: Nothing new to report on this item.

**10. Membership Committee:** (*liaison: Marilyn*)

Chair: Pam Jensen

No Report

**11. Nomination Committee:** (*liaison: Bob*)

Chair: Carolyn Myers (approved by BOD email vote)

Members for Approval:

Danielle Wagoner...Southwestern Region; California

Steve Smith...South Central Region; Missouri

Debra McDougall..Eastern Region; Virginia

Janet Swindler...Southeastern; North Carolina

Sylvia DeWaard..Northwestern Region; Washington

*Committee members approved.*

**12. Performance Committee** (*liaison: Marilyn*)

Chair:

Request for Niki Kuklenski for approval of Chair of this committee.

*Cathie made a motion to approve Committee Chair. Kay seconded. Motion carried unanimously.*

**13. Policy & Planning Committee:** (*liaison: MaryAlice*)

Chair:

**14. Promotion Committee:** (*liaison: Bob*)

Chair:

**15. Protest Committee:** (*liaison: Mary Beth*)

Chair:

Request for approval of Ken Austin for Chair.

*Kay made a motion to approve committee Chair. Cathie seconded. Motion carried unanimously.*

**16. Publications Committee:** (*liaison: Mary Beth*)

Chair:

**17. Regional Committee:** (*liaison: Kay*)

Chair: Glen Pfefferkorn

REQUIRE BOARD DECISIONS AT AUGUST 12 MEETING



1. Format of SW Regional Show. The superintendent has requested approval to run the SW Regional show concurrently with the Harvest Fest ALSA Show. With the change of regional qualification there is no reason to run the local show prior to the Regional Show. Running concurrently will save time, staff and space. Basically exhibitors will participate in a dual show but will earn triple points since the Regional awards dual points. I recommend we approve the request. The superintendent has cleared the idea with the judges involved and it is a locally developed plan. You should approve their request and wish them well.

*Approved*

2. Request for a second performance judge for the SW Regional. The Harvest Fest uses 2 judges during performance to save time due to the large number of performance entries. Under the format described above the SW Regional show would also need to have a 2<sup>nd</sup> performance judge. If we approve the plan we need to approve the second performance judge. I recommend approval.

*ALSA cannot give approval for second performance judges at all shows. The SW Regional will have a second judge due to a volunteer sponsorship to cover the fees of the second performance judge.*

3. Request for a second performance judge for the Buckeye Regional. For several years a second performance judge has been approved for this region. Mike Haumschild the superintendent and qualified ALSA judge performs those duties as an unpaid volunteer. He has agreed to do that once again. I recommend you approve the request.

*Request approved.*

4. Request for a second performance judge for Central Regional. Reports are that the performance show at the Central Regional last fall ran well into the night. I do not think that is acceptable for exhibitors, the judge or staff volunteers. The report from the 2007 Central Regional lists 9 open entries and 89 youth entries and 121 total llamas and 3 alpacas at the show. That appears to show 98 performance entries. That is below the 150 youth judging and performance entries required (Part E Section 6. D. 14<sup>th</sup> Edition) for a regional to hire a second judge. I have communicated with the new superintendent several ideas to save time. She is an experienced superintendent and I feel understands the rule and the circumstances. Based on the facts available I do not recommend approval of the request. However, if this regional or any of the others surpass the 150 required entries we may have need for hiring additional judges. Now is a good time for the directors to discuss this idea and develop an action plan for how we handle this situation if it happens in any of the remaining six regions.

*ALSA cannot give approval for second performance judges at all shows due to finances. A second performance judge for any Regional may be secured if the fees involved are covered by a sponsorship.*

5. Since the level of judges was recently changed and neither the online or printed Rule book (Part E Section 6. D) has been revised, you must instruct us on the level of second performance judge which must be hired. (PLEASE NOTE: YOUR REGIONAL COMMITTEE CHAIR WILL NOT ACCEPT BEING PASSED OFF TO A COMMITTEE FOR AN ANSWER. IT MUST COME AS AN OFFICIAL ACT OF THE DIRECTORS SINCE THE RULE REVISIONS SHOULD HAVE HAPPENED CONCURRENTLY WITH THE ANNOUNCED CHANGE OF LEVELS).

*Any judges hired for a Regional Show must be a Senior Level judge.*

For your information:

1. We had six ribbons in the Eastern Regional order that were misprinted with the wrong placing. The vendor is correcting the order.
2. Superintendents have been advised the treasurer prefers monies be forwarded to the office as received to avoid dipping into savings.

3. Superintendents have been advised, since photographs taken at the 2007 regional shows have yet to be published, that no show will expend funds for a photographer. Each will use a volunteer. This should save approximately \$1,500 spent on photographs in 2007.
4. Buckeye and Northwest have entry forms and regional specific information posted on the website. Other regions will be posted soon.
5. The office has been provided a list of forms and other supplies to be mailed to each superintendent. The proof packet has yet to be received by the Regional Committee Chair.
6. The Regional Committee Chair and Grand National Chair are cooperating on securing insurance certificates.

Subject: Great Lakes Regional

Personal reasons have resulted in the Great Lakes Regional superintendent relinquishing her responsibilities for that show. Therefore I request the board approve her replacement. The new information is below.

New Superintendent is Fran Soukup.  
 New facility is Sauk County Fairgrounds, Baraboo, WI

The dates and judge remain as previously scheduled. Fran is very enthusiastic about her new role and is already working on motel reservations, has secured stall panels, has lined up volunteers and is well on her way. I have provided her abundant reports to catch her up with the other supers. I urge your immediate approval.

I will continue to work with the previous superintendent to insure our obligations with the LaCrosse Interstate Fairgrounds are satisfactorily terminated.

**18. Show Management Committee:** (*liaison: MaryAlice*)  
 Chair: Bill Schultz

No Report

**19. Website Committee:** (*liaison: Marilyn*)  
 Chair:

**20. Youth Committee:** (*liaison: Julie*)  
 Chair: Barb Harris

No Report

**MEMBER'S LETTERS TO THE BOD:**

1. Letter of 8-4-08 from Member

- a) About three weeks ago, I got a ROM Halter certificate for my classic female Rocky Mountain Inca's Legacy Lady. She is two points from earning this, so I contacted the office to let them know it was a mistake etc. I have to this date, still not heard a word in response.
- b) In March I bought a horrel scale, animal number and obstacle manual, I still to this day have not gotten any paperwork telling me what I paid for all this. I would like a receipt for my files.
- c) Back in May, I went online and paid to transfer a female I bought named Chilean Peppermint Patty. She already has an ALSA number, but it is in someone else's name. I had taken her to the COLA show in Oregon and wanted to make sure her points counted and went into my name. I still do not have any paperwork or verification this happened. Additionally, she is not listed as owned by me on the ALSA website where it lists the animal numbers for all my animals.
- d) Lastly, a friend of mine was visiting and wanted help filling out her forms for a show. She couldn't remember if she paid her 2008 dues and she also wanted to buy an ALSA number for an animal. When I suggested that she call the office, she laughed and told me that nobody would answer and she wouldn't get a call back. I told her,

that I had good luck usually calling and did so while we were sitting there. I left a message and requested a call back on my cell to take care of this. This was done on Thursday July 31st in the morning. I still have not received a call back. I have gotten a big "I TOLD YOU SO" on this item.....

*BOD discussed issues with Cheryl. Office will contact member to address above problems.*

**MEETING ADJOURNED:**

**Motion:** Kay made a motion to adjourn.  
Bob seconded the motion.

Meeting adjourned at 1:55 a.m. EDT

**Minutes Approved:** August 18, 2008

Marilyn Nenni  
Secretary