Board of Directors Meeting Minutes

November 24, 2014

Meeting: Conference Call — November 24, 2014, 6:00 p.m. EST

Board of Directors: Bonnie Potter, President
Dianna Jordan, Vice President
Laurel Shouvlin, Secretary
Julie Delaney, Treasurer
John Ferrante, Director
Steve Hull, Director
Wayne Jarvis, Director
Andy Merriwether, Director
Scott Miller, Director
Tom Petersen, Director

Executive Director: Darby Vannier

Show & Marketing Division Administrator: Margie Ault

1.0 Meeting Opening: Meeting opened at 6:05 p.m. EST with Merriwether and Miller absent. Merriwether joined at 6:27 p.m. EST. Miller joined the call at 7:08 p.m. EST.

1.1 Ratify Email Votes: The following email votes were made after the October board meeting.

1.1.1 I move that we approve the September minutes (motion: Shouvlin/second: Merriwether). Motion passed (8–0, votes not cast: Delaney, Hull).

1.1.2 I move that we approve the 2015 Show System Handbook with the changes submitted (motion: Shouvlin/second: Jordan). Motion passed (9–1, against: Delaney).

1.1.3 I move that we approve the October minutes (motion: Miller/second: Ferrante). Motion passed (9–0, vote not cast: Petersen).

1.1.4 Motion to ratify the 3 above email votes was made by Ferrante, second by Petersen. Motion carried (8–0, votes not cast: Miller, Merriwether).

2.0 Old Business:

2.1 Strategic Planning Update: Vannier reports that he has been meeting with Leadership Resources regularly, and together they have developed a draft survey for the general membership. The final draft will be sent to the Board in the next few days for review and comment so that the survey can be sent to the membership the first week of December. Members will be given a 2 week window within which to respond, and Vannier will send email reminders to the membership during that 2 weeks to ensure as many participate as possible.

2.2 EPD Update: Vannier reported that the EPD results have been uploaded for the membership. There was a slight issue with a few of the suri EPD submissions that were accidentally left out of the calculations by a vendor. That issue should be resolved within two weeks. An email was sent to the membership to let them know that their new EPD results are available.

2.3 Software Update: Vannier explained that the software development is consuming an enormous amount of staff time preparing for the target release date of December 8th. All systems will be shut down late afternoon or evening, on Friday, December 5th, to convert the databases and data over to the new site. Once that is complete, the developers will do preliminary testing, and when that is complete, the AOA office will conduct final testing on Sunday so that release can occur on Monday, December 8th, and go live as www.alpacainfo.com.

Once the initial rollout is complete, another will occur to improve the back office software. A third rollout will occur in 2015, which will include items that were postponed as they were not essential to the initial rollout, yet still important. Staff has been training for the new system for several weeks, including the Nashville staff who came to Lincoln in early November. A printed piece will be mailed to both Registry and Association members of AOA to inform them of the changes to the website as well as the changes to the levels of membership.

2.4 National Championship Proposal: AOA Show System Administrator, Margie Ault, joined the call at 6:39 p.m. EST. Vannier and Ault presented and explained a new proposal for the National Championship. After some discussion, a motion to accept the new National Championship proposal was made by Petersen, seconded by Ferrante. Motion passed (9–0, no vote cast: Miller, absent).

3.0 New Business:

3.1 2015–2016 *Alpacas Magazine* Agreement: Vannier presented the contract developed by AOA Attorney Visani for the publication of the *Alpacas Magazine* by Deb Hill of Cloud Dancer Publications. Printing of the magazine will be contracted separately between AOA and a printer still to be chosen. The publication contract is for 2 years as opposed to the previous 1 year agreements. Motion to approve the contract was made by Hull and seconded by Jordan. Motion carried (9–0: Potter abstained because Deb Hill is a cousin of Potter).

3.2 JAC Recommendation: The JAC presented a slate of judges to replace those leaving the committee at the end of 2014. Jordan moved and Delaney seconded that we accept the recommendations of the committee naming Helen Testa, Wade Gease, and Cathy Merkley to replace exiting Kathy Klay, Sharon Loner, and Peter Kennedy. Motion passed unanimously (10–0).

3.3 Fiber Committee Survey: Jordan presented a questionnaire developed by the committee to be submitted to AOA membership for their input to ascertain if members are willing to agree to a standardized fleece harvest reporting system. It was decided that a few changes are necessary before it can be submitted to the membership in 2015.

4.0 Committee & Other Reports:

4.1 Government and Industry Relations Committee (GIRCom): Potter reported that the committee met November 5th. Dr. Pat Long presented information regarding the USAHA conference. His report was forwarded to the Board early this month by Vannier. Potter was happy to report that the USDA recently awarded over 5 million dollars in scholarships to veterinarian students willing to work in underserved areas of the US. As there are many alpaca owners that live great distances from large animal veterinarians, this was welcomed news.

4.2 Judge Training and Certification Committee (JTCC): Miller reported that the judge/apprentice testing event will occur the first weekend in December. There have been some applications for new members to become a part of the JTCC, but the committee has not had time to review the applications in order to make recommendations to the AOA Board.

4.3 Judges Advisory Committee (JAC): Delaney reported the last meeting was short with discussion focused on the recommendation of new committee members and the selection of the chair for next year (see item 3.2).

4.4 Show Rules Committee (SRC): Shouvlin reported that there has been no meeting since the previous AOA Board meeting, however the final edits are being applied to the Show System Handbook which should be finalized for Board approval at the next Board meeting or by email vote so that it can be published in early 2015.

4.5 Fiber and Fiber Products Committee: Jordan related that the committee has been working on the student design competition with Andrea Harrington of the Nashville office who is serving as the office liaison to the committee. Work continues on the resources document which will always be a work in progress.

4.6 Alternative Products Committee: Jarvis reported that the committee has not met yet. Vannier has been contacting all of the approved committee members but has not heard back from all of them. Because of the time of year and the absence of one confirmed willing member, it was decided to postpone the first meeting of the committee until a final member is found and the holidays are over.

4.7 Compensation Review Committee: Potter reported that the committee has not met due to the busy schedule of Vannier with the upcoming launch of the new website and the upcoming strategic planning. She plans to convene the committee in early 2015.

5.0 Financial Report: Vannier was unable to provide a financial report due to the software launch.

5.1 October Financials: Vannier did not have time to create the report, but will have one for the next meeting.

6.0 Meeting Wrap:

6.1 Contact the Board Update: Vannier received a letter voicing concern that the author did not feel that currently there is adequate promotion of alpacas by AOA. They recommended that the Veterinary School Hospitals be given issues of *Alpacas Magazine* for their waiting rooms. Ironically, this has already been accomplished, however the veterinary hospital this member utilizes had been accidentally omitted.

6.2 Next Meeting: Vannier requested that the next meeting be only a brief meeting to cover the budget on December 29th. The Board agreed.

6.3 Adjournment: Miller moved to adjourn, Hull seconded and the meeting adjourned at 7:49 p.m. EST.

Respectfully submitted, Laurel R. Shouvlin