

ALSA Board of Directors

Minutes December 14, 2022

Call to order: 7:00 p.m. CST

Roll call:

Board Members:	Cathie Kindler, President Anna Reese, Vice-President Ron Baird, Secretary Lauren Wright Ulin Andrews
Others:	Becci Kunkel, Executive Secretary Vern Wright, Treasurer (Excused) Diane Fehrenbach (Non-voting Director-elect) Holly Jensen (Non-voting Director-elect)

I. Office Report:

I am slowly working my way through the documents that need to be updated. My first goal is to get the show forms done and then I will start working on other forms. Right now, I have updated the Alpaca Performance Placing Cards, Judges Halter Cards, Sanctioning form, and Show Results form. These seemed to be the most pressing unless I missed another one.

Becci requested she be informed of all changes that need to be incorporated into the above forms.

Everyone who renewed or paid for a membership for Nationals has been sent a 2023 membership card along with anyone who has since paid for a membership for next year.

As of the meeting, 26 adult memberships have renewed as have 9 Youth members. Becci said she also had 12 unprocessed renewals. Another discussion revolved around the membership application, which includes a \$60.00 membership fee for foreign members. It was decided to continue this fee.

I am once again attaching the website word document that I sent out earlier. There are several things we need to discuss, and I want to verify what committees are active and can help. I am still waiting on quotes from both companies. Charlotte Howard needs information from Linda before she can proceed, and I will follow up with the other company this week about its quote.

As committees are reassigned, I am willing to post on Facebook what positions need filled for what committees. I would like a short (doesn't even need to be a paragraph) write up of what the committee does and how often there are meetings.

As committees are reassigned at the next Board meeting, Becci will need to immediately know the changes so the website, Facebook, and so forth can be updated.

I have another request for a certificate from the 90s. I know this has been discussed before but I want to clarify it. Since we cannot verify if past certificates were sent out, is there a date that on record that certificates earned before that date will need to be paid to receive them?

Discussion was intense regarding this subject. The board previously had implemented a policy that certificates would be reissued for a fee of \$10.00 OR the

requester would be sent a pdf that could be printed out. Several persons in the conversation stated they had requested certificates for years, but they had never been issued. A solution was offered that ALSA would issue certificates from 2020 forward, but not those older than that. This was discussed. Ultimately, it was decided to add this discussion to Old Business for the January 2023 meeting.

Becci was authorized to acquire and open a post office box so mail for ALSA would be more timely received and processed.

Website discussion

1. Do we create a new site with a new domain name and archive the old website – is there a domain cost for the old site? (Who hosts the site presently – Jimmy? Use WP Engine?)

Or redo the old website and maintain it, it would get a complete overhaul which would probably be more costly than building a new site but have not seen quotes yet.

2. Charlotte Howard (website design company) would clean-up and re-trace logo for \$200.00. It would be saved as a vector image and be a clearer image that we can use on website, documents and then on awards or merchandise.
3. Add ecommerce to site, pay new and renewing membership, show sanctioning fees, judges fees, per llama fee for shows. On the membership form, there is a \$60 fee for foreign members – do we still have this? And a \$20 fee for a link to farm websites? Do we still have this or have a separate page to link farm memberships?
4. We can choose to link Constant Contact to site for most up to date information

Show Calendar – Leave the same, move Permission to Show Form to All Show Forms
What's New – Delete or need to keep updated

ALSA Committees – Make webpage – Committee's minutes? Move revision to handbook tab under handbook

Alpaca Shows – Delete

ALSA Grand Nationals – Leave, needs cleaned up and leave links to PDF forms
There are a lot of links to old Nationals' results? Do we want these saved or dumped?

ALSA BOD – Clean-up, reorganize, move ALSA reimbursement forms there?

Youth Programs – Most will stay like how the website is currently, it will have its own mega menu hopefully making it easier to navigate all the youth information. Have link to Youth Awards and Top 10 List here also. Is there a youth committee that can dig through this portion of the website and make sure information is updated?

Member info and new member form will combine, will have the online member application be an online webpage that members can fill out information and submit payment. A question was raised about the January to December membership and why we have this. My guess is back when a membership directory and handbook was mailed out this was the best way to keep it up to date and get information in on time. Is this something we still want to continue to do or switch to once you enroll, whatever that date is, your year enrollment starts. It is almost how members that renew with Nationals

entries are, going from October to October. This has just been a question that has been raised a couple of times as I've talked with companies about ALSA.

Performance – delete this page for now, in the future it might be nice to have more performance information but most everything up there now is out of date

Regional Shows – these need updated, possibly trace the map that is there now to make it cleaner and clearer. Information needs updated as far as what Regionals are currently running. I would also have a clearer list of what benefits regionals offer and what is required for regionals.

Show results - keep like how it is now. I personally would only have a list of all show results listed by year and not the separate fleece show results (what is there is from 2008) and not the links to the awards either.

Fleece – this would be nice to have updated with more information about fleece. I would leave the links to fleece judging cards; it is nice to have that all in one spot and the fleece judging manual. The fleece show calendar and show clinics can be deleted. Is there a fleece committee that can look through the information posted to make sure it is current?

Judges and Apprentices – Leave like how it is now. Maybe have a link where judges can renew their yearly dues. It would be nice to have the judges committee look through this section to make sure everything is up to date, there seems to be a lot of old information here too, including the judge's manual and breeder's manual (this last one is dated 2001)

Your llama points – delete broken links, otherwise keep similar. This is something for the future, but it would be nice to allow members to view and print their own awards, if they would want the office to print them then there would be a fee.

New llama or alpaca form – delete

Handbook - I propose having the Handbook, By-Laws, and Standing Rules all on the same drop-down menu with a what's new section there.

Superintendent's section – this needs cleaned up and double checked that the information is still correct, there is still a lot of good information here, but it needs organized better

All show forms - this is redundant under the superintendent section

Point Chart – there are a couple different point charts in a couple different places, I think we could just have 1 under all show forms in the superintendent section

New Adult Show Form – delete

Awards Program – clean up and organize better – have a clear spot for what the awards are and how they are obtained, fix broken links, delete obsolete information

Award and Points Charts – redundant

Showring Magazine – delete

Reimbursement Forms – Are these still used and if so, I would move them to BOD menu and wherever else they would be used by (do judges use them?)

The Board concluded the decisions about what will be included in the new website needed to have a committee of the Board render recommendations. So, all Board members could be selected for this committee, any action was postponed until the new board is seated in January.

**Motion: Pay the office expenses of \$792.00. Motion by Ron.
Seconded by Anna. Motion unanimously passed.**

II. Treasurer's Report:

Checking account: \$37,383.23

Savings account: \$50,016.42

Youth Scholarship: \$10,751.43

III. Committee Reports:

Alpaca – Chair: Vicky Donley, Liaison: Lauren

No activity

By-laws and Standing Rules – Chair: Lougene Baird, Liaison: Ron Baird

There continue to be no suggested changes concerning the Bylaws or Standing Rules.

Respectfully,

Lougene Baird, Chair

Elections - Chair: Lougene Baird, Liaison: Cathie

The Special Election has been successfully completed! How encouraging it is to have three candidates running for one opening. This leaves two members as "alternates" until December 31, 2023, to fill unforeseen vacancies on the Board.

The next Directors election will follow the regular schedule. Two Directors will complete their term December 31, 2023, creating two openings for other members to have the chance to fill.

This committee encourages all members to think about serving on the ALSA Board. A member in good standing may submit their name to the Election Committee beginning July 1, 2023, and no later than September 1, 2023. The General Election will be held in October, exact dates to be announced later.

In 2014, the ALSA Board chose to hold Director elections and Bylaw balloting via electronic voting. This decision has saved ALSA thousands of dollars in production of ballots and supplies and postage, CPA professional fees and dealing with missing ballots that were not delivered through regular mail. And, it has saved many hours of volunteer time. Since members receive their voting instructions by email the average of members participating in voting has increased. During the time when hard-copy ballots we mailed, an average of 25.3% of the membership voted. Since electronic voting was instituted, 33.2% of members have voted.

To understand more about ALSA elections, please contact the committee.

Regards,

Lougene Baird, Chair

Ethics and Protest- Chair: Cheryl Lambert, Liaison: Ulin

No activity

Finance & Budget – Chair: Vern, Liaison: Ron

Please refer to the Treasurer's report presented above.

Fleece – Chair: **OPEN**, Liaison: Lauren

No activity

Grand National – Chair: Susan Leslie, Liaison: Cathie

Site selection for the 2023 Grand National Show and its date were discussed. The Kirkwood Center, where the show has been held for several years, is available the weekend of November 11-12. Other sites that have been contacted have not yet been heard from regarding their availability. Tax laws in Kansas make having the show there unfavorable as does the “exotic” animal testing required by Nebraska. This subject will be further discussed in January 2023’s Board meeting.

Handbook – Chair: Adryce Mathisen, Liaison: Ron

Again, nothing new from the Handbook Committee this month.
Adryce Mathisen, Chair

Judges’ –Mary Jo Miller Chair, Liaison: Ulin

No activity

Membership, Publications, Promotions, Marketing & Website – Chair: Linda

Tinsley, Liaison: Ulin

No activity

Performance – Chair: Susan Leslie, Liaison: Anna

No activity

Regional Committee – Chair: Susan Leslie, Liaison: Anna

No activity

Show Management, Policy & Planning –Chair: Kathy Devaul, Liaison: Lauren

No activity

Youth Committee – Chair: Donna Justin, Liaison: Cathie

No activity

IV. Old Business:

a. Status of requests to be certified as ALSA Judges

Cathie reported she had been told by the Judges’ Committee that it was satisfied with the requests of Eugene Robinson and Meagan Bixler to be licensed as ALSA Judges. Their names have been added to the Judges roll.

V. New Business:

a. Name change for two regions—Buckeye and Great Lakes -- change Buckeye to Great Lakes and Great Lakes to Midwest.

During discussion, it was pointed out the paucity of shows in Ohio and the number of shows in the Midwest. The result of this discussion was the following Motion:

Motion: Change the name of the Buckeye Region to the Great Lakes Region and the Great Lakes Region to the Midwest Region. Motion

**by Ron. Seconded by Lauren. Motion
unanimously passed.**

- b.** Discuss committee assignments for 2023.
*These need both more diversification than they presently have as well as
more direction and involvement by t
heir Board liaisons. Current and incoming Board members were asked to be
prepared in January to choose for what committees they wish to be liaisons.
Assignments will be made at the January 2023 Board meeting.*

The next regular Board meeting will be
January 11, 2023, at 7:00 p.m. CST.

**Motion to Adjourn at 7:45 p.m. CST. Motion by Ulin.
Seconded by Anna. Motion unanimously passed.**

***The ALSA Board of Directors may convene in Executive Session to discuss
personnel matters, any items on this agenda or to consult with Legal
and/or Accounting Counsel.***