

ALSA Board of Directors Minutes

January 11, 2023

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 Denise Fehrenbach Holly Jensen
Others:	Becci Kunkel, Executive Secretary Vern Wright, Treasurer

I. Election of Officers

Ulin Andrews made the following Motion:

Motion: Elect the same officers as ALSA has had for the past two years. Motion by Ulin. Seconded by Denise. Motion unanimously passed.

II. Selection of Committee Liaisons

After discussion and going through committee assignments, the Board liaisons listed below were selected and affirmed by the following Motion:

Motion: Approve the committee liaisons as they are listed below under committees. Motion by Ron. Seconded by Anna. Motion unanimously passed.

III. Office Report:

Becci discussed work being performed in the office: Linda and I are working on transferring the office to Indiana. The new PO Box has been set-up and Linda will be forwarding the mail from the TX PO to Indiana PO. The date for this is January 15th.

We are currently doing zoom calls during the week to train on constant contact and the database. I have access to the database and am waiting on access to constant contact. Linda will be contacting Chase bank on the best way to set me up with that account.

The physical office does need to move to Indiana. How would the BOD like us to go about doing that? There are several boxes of documents and the ALSA computer. Linda also has old awards from past Nationals, I am thinking that those should go to Susan to see if she would use them and if not, we can figure out what to do with them. Current members are 55 Adult Memberships (Majority are dual) and 39 Youth Memberships.

All 2022 shows that I have access to (as far as results emailed) have been posted to Facebook. My plan is to post them to the website and Facebook. Karl and I spent time on Friday going through the database and how he uploads results to the database. He has created a document with step-by-step instructions.

I am working on the Youth Top 10 by creating a spreadsheet and am going through show by show and accumulating points. This will take some time but hopefully will have it done by the end of January or middle of February.

As show sanctioning forms come in, I will create a show alert ad that will get posted on Facebook. I have attached several of them so you can view them before the meeting. They will all look the same, I will not update them once they are posted (like adding judges later) and the idea is to keep it simple but with appropriate contact information for those that want more information.

At the date of this meeting, there are 77 paid adult/farm/ranch memberships and 61 paid youth memberships.

Becci said Linda is checking with Chase Bank about changing the signers for the ALSA checking and savings accounts. The last time this was accomplished, it involved a considerable amount of effort due to the bank's requirements.

Anna volunteered to work with Linda and Becci to get the physical assets of the ALSA office moved from Texas to Indiana.

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

IV. Treasurer's Report:

Vern reviewed the 2022 financial statements. He pointed out ALSA is in the strongest financial condition it has experienced in quite a few years. There ensued some discussion about that, and Vern was asked to update the financial charts he had presented to the Board some years ago so new Board members would be aware of the improved condition and need to manage expenses in the most way favorable to ALSA.

Vern left the meeting at 7:23 p.m. CST.

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

January through June is the quiet time for the Election Committee. It is the time of year that members should be thinking about taking a leadership role in their show association. Please consider the most rewarding you can do as a member: Run for a position on the Board of Directors or Chair or serve on an ALSA Committee. The more you invest in this association the more you gain from it.

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 serve as Directors.

Members 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.

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. Financial statements for December 31, 2022, are presented in the addendum to these Minutes.

Fleece – Chair: **OPEN**, Liaison: Denise
No activity

Grand National – Chair: Susan Leslie, Liaison: Holly
No activity

Handbook – Chair: Adryce Mathisen, Liaison: Denise
No report this month.
Adryce Mathisen, Chair

Judges' –Mary Jo Miller Chair, Liaison: Ulin

Hi all-please advise on the JC following requests-

The judges committee would like board approval to change the rules on Judging Certification. We ask that the final Advanced Llama Clinic be eliminated and that the approval to a certified judging status be based on a minimum of 3 apprenticeships. This would apply to halter, youth/performance, fleece, alpaca halter and alpaca fleece. Inadequate or unsatisfactory apprentice evaluations would require additional apprenticeships before certification.

We ask for approval to grandfather all ILR Show Division judges with clean files, pending payment of their ALSA judges dues. We ask to make a formal announcement of this grandfathering with requirements and leave it up to the Show Division judges to contact the ALSA Judges' Committee if interested.

We ask to eliminate the open book test effective immediately. In its place would be an email to all judges reviewing any applicable changes or general judging concerns. This email would be done, as necessary. We could possibly give an open book test to 1st year judges.

Further, we are working on the possibility of a joint ALSA-Show Division Judges/Educational clinic. At present time, we are failing to find anyone to take charge and organize and conduct the clinic, including finding instructors, agenda, schedule, food, materials and coordinating with Show Divisions to name a few of the duties of such an organizer. We have two possible hosting venues.

Annual reports are coming in, but judges have until 1-31-23 to submit. Judges' dues are somewhat slow in being reported as most were sent to the Texas address and Becci does not have access to them immediately. We ask that due to this circumstance, a more lenient approach be taken as to the 1-31-22 deadline for dues payments.

Mary Jo Miller, Chair
Judges' Committee

Discussion was had regarding the requests of the Judges' Committee. The idea of licensing ILR judges was considered quite good as there are difficulties at times in hiring judges. After the discussion was over, the following Motion was made:

Motion: Approve the recommendations in the Judges' Committee report. Motion by Ulin. Seconded by Lauren. Motion unanimously approved.

Membership, Publications, Promotions, Marketing & Website – Chair: Becci, Liaison: Cathie

No activity

Performance – Chair: Susan Leslie, Liaison: Anna

Performance guidelines and helpful hints for show superintendents and course designers

Safety for the animals and the exhibitors needs to be in the forefront of designing any course.

The performance committee removed the mandatory obstacles to better accommodate the designers, but there has been some confusion concerning this change.

There are still many rules that need to be followed, such as weight in packs on llamas over 3 years of age. What the deletion of mandatory obstacles means is there is no longer a need to have a bridge in every course, but we still want to see bridges somewhere in these 30 obstacles. Eliminating the mandatory obstacles is to give designers more freedom in being creative and designing fun courses. We are still required to change at least 4 obstacles from pack to obstacle and obstacle to PR, each class having obstacles reflecting the purpose of each course, (pack class for example should include obstacles they may encounter when out on a hike etc. and adjusting the level of difficulty in each division.

Safety issues to be aware of include but not limited to

*Elevated side pass in pack class. This is a health issue for the llamas carrying weight.

*Tunnels and gates that are too narrow or too short for the large llamas with their pack systems. If a llama is 42" high with his pack system, the obstacle needs to be taller than that so the horn of the saddle doesn't catch on the obstacle.

If the llama with his system is 45 inches wide it cannot be expected to negotiate an opening of anything narrower as this gives these large animals a big disadvantage and causes a safety concern if the pack system were to catch on the obstacle and cause it to drag along on the pack or fall on the handler or animals.

* Bridges should not follow a water obstacle

*Obstacles that flip or fall when an animal is trying to negotiate them is not safe and should be secured

Examples of Level of difficulty between divisions

- A novice/junior backing could be a straight line.
- Advanced /intermediate and senior could be an L pattern
- Masters could be a Z or a U
 - A novice or junior tunnel could be a covered tunnel.
 - Adding streamers for advanced
 - Adding a cover at the entrance or exit for masters.

Thank you for all you do for ALSA and the shows, and we hope this helps in your designing of the courses. Please feel free to reach out to any member of the performance committee with questions you may have.

Respectfully

The ALSA Performance Committee

Regional Committee – Chair: Susan Leslie, Liaison: Anna
No activity

Show Management, Policy & Planning –Chair: Kathy Devaul, Liaison: Holly
No activity

Youth Committee – Chair: Donna Justin, Liaison: Denise
No activity

IV. Old Business:

None

V. New Business:

- a. Discussion and decision-making regarding ILR request to hold a joint national show.

A considerable amount of time was spent in reiteration of the discussion held previously in a special meeting regarding the ILR's request to hold a joint ALSA Grand National Show and ILR Gathering of Friends and Champions.

The communication from the ILR follows:

To the members of the ALSA Board of Directors, The ILR Board of Directors would like to begin a dialogue to see if there is mutual interest in holding a joint ALSA Grand National & ILR Gathering of Friends and Champions, either in the immediate or long-term future.

As you are aware, the ILR has moved the Gathering to early October in 2023, due to being offered an undesirable summer date by the Iowa Equestrian Center (4th of July weekend), and the launching of the Spring Showcase event to be held in late March. Since the announcement of the October date, the ILR has received requests and recommendations from ILR members to pursue a joint ILR/ALSA National Show. It has been discussed at recent ILR BOD calls, and we believe it could be mutually beneficial, in addition to benefiting the broader llama community.

While there would be benefits to this joint venture, we are also aware that there would be significant challenges to planning such an event, even with 10 months before October 2023. Much would need to be discussed and agreed to in the near future, and there would likely be conditions from both boards before agreeing to a joint event. The ILR is also contractually bound to the Oct 6-8 2023 dates, and it is unclear to the ILR BOD if this date would work with ALSA's regional shows etc to make a 2023 event possible. If a 2023 joint event does not seem tenable to your board, it may be wise to begin discussions on a joint event for 2024 or beyond. If there is not mutual interest from the ALSA board in a joint show for the foreseeable future, the ILR Board will discontinue conversations about the topic.

Please discuss it as a group, and let us know by January 31st if you would like to proceed with discussions about a possible 2023 event.

*ILR Board of Directors
Kyle Mumford, President
Ramona Simpson, Vice President
Sharon VanHooser, Treasurer
Debbie Arendas, Secretary
Stephen Fritz, Director at Large*

Following the discussion, a Motion was offered to explore this offer further. Ulin called for a roll call vote on the Motion, which follows:

Motion: Contact the ILR and inform it ALSA is interested in the idea of a joint show if the details can be worked out. Motion by Denise. Seconded by Anna.

Roll call vote:

Anna: yes

Lauren: yes
Ulin: No
Denise: yes
Holly: yes:
Ron: yes
Cathie: yes
Motion carried

As a contingency, it was agreed to pay the Kirkland Center a \$500.00 deposit on a 2023 date if the concept of a joint show turns out to be not feasible.

b. Website discussion – (this is new business to facilitate the new directors being able to participate in the discussion and decision-making)

A decision was made to hold a special meeting on January 18, 2023, that would be devoted solely to discussion of this matter, which involves discussion and decision-making on at least the following:

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?)

2. 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.

3. 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.

4. 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?

5. We can choose to link Constant Contact to site for most up to date information

Items on website for consideration of inclusion or deletion:

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 questioned 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 needs 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 personal 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 – these 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

Showing Magazine – delete

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

A special Board meeting will be held January 18, 2023 at 7:00 p.m. CST to discuss development of a new website.

The next regular Board meeting will be February 8, 2023, at 7:00 p.m. CST.

Motion to Adjourn at 7:39 p.m. CST. Motion by Ron. Seconded by Anna. Motion unanimously approved.

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.

Addendum Financial Statements

Profit and Loss

Income a MEMBERSHIP REVENUE	
2022 Adult Membership	6,596.10
2022 Youth Membership	3,041.37
2023 Adult Membership	1,132.55
2023 Youth Membership	586.78
Total a MEMBERSHIP REVENUE	11,356.80
ALSA SHOW FEES	
Sanctioning Fee	2,007.47
Show Entry Fee	15,185.25
Total ALSA SHOW FEES	17,192.72
GRAND NATIONAL	
a Sponsorships	-653.65
Entries	15,854.63

Overpayments		43.20	
Silent Auction		3,380.18	
Stalls			
Refund		1,349.00	
			1,349.00
			<hr/>
Total Stalls			19,973.36
Total GRAND NATIONAL			
Income			
Interest Income		6.82	
			<hr/>
Total Income			6.82
JUDGE REVENUE			
2022 Judges Dues		838.85	
2023 Judges Dues		394.00	
Gross Profit			55,075.75
Expense a GRAND NATIONAL E			
Caterer	300.00		
Clerking	300.00		
Facility	7,000.00		
Judges			
Judges Fees	2,300.47		
Travel or Room	2,506.35		
			<hr/>
Total Judges		4,806.82	
Misc. Office		209.00	
Obstacles		1,750.00	
Postage		-19.15	
Programs		500.00	
Ribbons / Awards		4,738.13	
Supplies		400.00	
			<hr/>
Total a GRAND NATIONAL E			19,984.80
ALSA SHOWS			
refund		-1.05	
			<hr/>
Total ALSA SHOWS			-1.05
B.O.D. EXPENSES			
BOD Conference Calls	159.80		
Presidential Award	75.00		
			<hr/>
Total B.O.D. EXPENSES			234.80
Corporation Renewal		511.00	
Total JUDGE REVENUE			1,232.85
REGIONAL REVENUE			
Southeastern Regional			
Entry Fees Adult		3,465.00	
			<hr/>
Total Southeastern Regional			3,465.00
Western Regional Inc			
Entry Fees		1,818.20	
			<hr/>
			1,818.20

Total Western Regional Inc		
Total REGIONAL REVENUE z OTHER INCOME		<u>5,283.20</u>
ELECTION COMMITTEE		10.00
Electronic Election	334.00	
Total ELECTION COMMITTEE	<u>334.00</u>	
EXECUTIVE OFFICE - NEW		
ALSA P.O. BOX	156.00	
Constant Contact Eblast Expense	304.00	
Office Labor Cost	12,672.75	
Office Supplies	74.36	
Postage	73.20	
Telephone		
ALSA Phone/iPad	1,436.28	
Internet Usage	148.89	
	<u>1,585.17</u>	
Total Telephone	<u>14,865.48</u>	
Total EXECUTIVE OFFICE - NEW		
Insurance		
Show/Event Liability	1,361.00	
Total Insurance	<u>1,361.00</u>	
Legal-Prof Fees		
Legal-Prof Fees; TAX PREP	750.00	
Total Legal-Prof Fees	<u>750.00</u>	
REGIONAL COMMITTEE		
Regional Postage	171.08	
Total REGIONAL COMMITTEE	<u>171.08</u>	
REGIONAL SHOW EXPENSE		
SOUTHEASTERN REGIONAL E		
Judge Expense	542.69	
Judging Fee	600.00	
SOUTHEASTERN REGIONAL E - Other	333.44	
Total SOUTHEASTERN REGIONAL E	<u>1,476.13</u>	
WESTERN REGIONAL Exp		
Judge Expenses	1,051.21	
Judge Fee	600.00	
	<u>1,651.21</u>	
Total WESTERN REGIONAL Exp	<u>3,127.34</u>	
Total REGIONAL SHOW EXPENSE		
Scholarship Income		<u>30.00</u>
Website Income		<u>20.00</u>
Total z OTHER INCOME		<u>55,075.75</u>
Total Income		

YOUTH COMMITTEE

Scholarship

1,000.00

Total YOUTH COMMITTEE

1,000.00

Total Expense

42,338.45

Net Income

12,737.30

Alpaca and Llama Show Association
Balance Sheet
As of December 31, 2022

	Dec 31, 22
ASSETS	
Current Assets	
Checking/Savings	
Chase - Operating	34,675.50
Chase Savings Account	50,016.83
Youth Scholarship Account	10,751.52
Total Checking/Savings	<u>95,443.85</u>
Total Current Assets	<u>95,443.85</u>
TOTAL ASSETS	<u>95,443.85</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	-4,150.00
Total Accounts Payable	<u>-4,150.00</u>
Total Current Liabilities	<u>-4,150.00</u>
Total Liabilities	<u>-4,150.00</u>
Equity	
Opening Bal Equity	49,204.42
Retained Earnings	37,652.13
Net Income	12,737.30
Total Equity	<u>99,593.85</u>
TOTAL LIABILITIES & EQUITY	<u>95,443.85</u>