

ALSA Board of Directors Minutes

Board Meeting Agenda 12, 2020

Call to order: 7:01 p.m. CDT

Roll call:

Board Members: Cathie Kindler, President
Lauren Wright, Vice-President
Ron Baird, Secretary
Carol Rutledge
Deb Yeagle

Others: Vern Wright, Treasurer
Linda Kendall, Office Manager

I. Office Report:

July 2020 for BOD meeting 8/12/2020

Show documentation (sanctioning and results)

1. With the tail chasing caused by the NAILE show situation, and in trying to track down the 2020 West Texas Fair situation, I am proposing the following steps to be added to the sanctioning process: (And I don't care about what happened or didn't happen...it needs to be fixed and tightened up)

The Show Superintendent fills out the Sanctioning form and sends to ALSA office with the proper sanctioning fee.

ALSA office enters show information into database in order to: a) sanction the show and b) place show on the website calendar. By creating the database record, the "system" assigns a unique 4-digit number to that particular show.

The ALSA office then sends the unique 4-digit number to the Show Superintendent. THE SHOW IS OFFICIALLY SANCTIONED at this point.

I have also noticed (and been frustrated by) show documents indicating variations of the show name. This really adds to the confusion and adds time in deciphering what show it really is. IF the unique ALSA Show Sanction number appears on all show documents – there is no question as to what show that information belongs to. There is a BIG problem with Judges' Score Cards!

2. I strongly suggest that we add a second contact to the show sanctioning form. This person could be the show clerk, ring steward, etc. The purpose of formally adding this person to the sanctioning process is to ensure that results will be available and sent to the ALSA office.

We have had cases where results have not been sent due to sudden illness or other disruptions.

3. In order to guarantee that all results are received in a timely fashion, it should be the responsibility of the Show Superintendent, regardless of the involvement of a Stock Show or State Fair to submit the show results and not rely on the Stock Show or Fair to do so. In the case where the Show Superintendent is a representative of a Stock Show or State Fair, ALSA should designate an "on the ground" representative to work with the Superintendent to obtain copies of the results at the conclusion of the show.

ALSA Committees

1. We want to grow and can only accomplish that through membership numbers increasing. Why is there no Committee Chair for membership? It was Debbie Andrews, but she is no longer on the board, and I do not show any committee members listed for membership.

2. Should we be listing the Director committee responsibilities on the website ?

DB & Website issues

The Database and website have both been migrated to HostGator. It took some real work on Karl's part to get the database back up and functioning. Because ACCESS is no longer supported by Microsoft he utilized online user groups for help and direction. Now that we know that everything is "stable" I will proceed in getting 3 bids for converting the database to Sequel or something that is more widely used than ACCESS.

ALSA AWARDS inventory

I have included a spreadsheet of the ALSA awards that were received from Robin in December. I have indicated what damage there is, and how it can be corrected. There were two large boxes, severely water damaged, containing ribbons from a Regional Show that apparently did not happen (?). I was not aware of how moldy and rusty these ribbons were. The two boxes were quickly disposed of. Karl took photos of each award, and any abnormalities that needed to be pointed out. I bought 5 Heavy Duty Tote boxes (the black and yellow industrial type) to store the awards in. The receipts for the boxes are attached and submitted for reimbursement. The boxes are now stored in Karl's "tractor barn" off the ground where they will not be subjected to water damage.

Motion: Pay the office expenses of \$694.65 for July, 2020. Motion by Ron. Seconded by Carol. Motion unanimously passed.

II. Treasurer's Report:

Vern reported that, despite the pandemic and far fewer shows this year as a result, membership income in 2020 is just down \$2,368 compared to 2019. With the actions taken by the Board the past year, ALSA has been able to record a net profit of \$2,257 in 2020 compared to a loss of \$9, 295 during the same 2019 period.

See additional information in the financials in Appendix A attached hereto.

III. Committee Reports:

Alpaca - Chair: Vicky Donley, Liaison: Deb
No report submitted.

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

The Balloting for the Board approved Bylaw change was approved by 95.5% of the Electors voting. The Bylaws have been edited to reflect the member-approved change which states that Director's three-year terms end on December 31 of their third year. A copy of the edited Bylaws was sent to the Liaisons, the Board and to the ALSA office for posting on the ALSA website.

Respectfully,
Lougene Baird, Chair

Elections - Chair: Lougene Baird, Liaison: Cathie
Election Committee Report – August 4, 2020

Results of the Bylaw ballot was forwarded to the Election and Bylaw Committee Liaisons. The results were sent to the Electors of the balloting via a Simply Voting eblast. The text for an e-Blast with the results was sent to the ALSA office for distribution.

General Election - Two seats are open for the new Board year, which begins January 1, 2021. The time for a member to submit their intention to run for the Board of Directors opened July 1 and will close September 1. Two Directors will be elected. As of this date, the Committee has received a message from Ulin Andrews stating his intention to be placed on the ballot. Two more candidates are needed to have an election. Otherwise, the two who volunteer to run will be deemed elected.

With the Bylaw change in effect, this Committee has prepared the below information.

ALSA Board of Directors term rotation as of August 1, 2020

Three-year terms begin January 1st following the previous election and end 12/31 three years later.

August 1, 2020 - Current Board with end of term date

Kindler – 12/31/21

Wright – 12/31/21

Yeagle – 12/31/21

Rutledge – 12/31/21

Baird – 12/31/21

October 2020 election – Elect 2 Directors to serve 1/1/21 through 12/31/2023

OR Elect 3 and resolve to increase board to 8 Directors

Or Elect 2 and bring up an Alternate if one is available

January 1, 2021 - Board to consist of and their term out date:

Kindler – 12/31/21

Wright – 12/31/21

Yeagle – 12/31/21

Rutledge – 12/31/21

Baird – 12/31/21

NEW Director #1 – elected 10/20 – terms out 12/31/23

NEW Director #2 – elected 10/20 – terms out 12/31/23

October 2021 election – Elect 3 to serve 1/1/22 through 12/31/24

January 1, 2022 - Board to consist of and their term out date:

Director Elected 2020 terms out 12/31/23

Director Elected 2020 terms out 12/31 23

New Director #1 Elected 2021 terms out 12/31/24

New Director #2 Elected 2021 terms out 12/31/24

New Director #3 Elected 2021 terms out 12/31/24

October 2022 election Elect 3 to serve 1/1/23 through 2025

January 1, 2023 – Board to consist of:

2 Directors whose term began 1/1/21 and terms out 12/31/23

3 Directors whose term began 1/1/22 and terms out 12/31/24

2 Directors whose term begins 1/1/23 and terms out 12/31/25

The ALSA Bylaws Article III Section 1. Number, states: The number of directors shall be not less than five or more than nine. The exact number of directors, within the range of the above, shall be fixed and may from time to time be changed by resolution adopted by the Board of Directors.

Respectfully submitted

Lougene Baird, Chair

CC Geri Rutledge Committee member

The Board discussed this report at some length. For the continued future of ALSA, it is important that the Board be supplemented by newly elected members. All members of the current Board are termed out December 31, 2021, and the Bylaws state that the Board is to consist of five to nine members. For the sake of continuity and policies, procedures, and operations, it is essential that some new members are added so they have a working understanding of the Board.

All members of the Board were asked to talk with members and urge them to become candidates before the September 1st closing date for nominations.

Ethics - Chair: Cheryl Lambert, Liaison: Cathie

There is nothing to report at present.

Respectfully Submitted

Cheryl Lambert, Chair

Finance & Budget - Chair: Vern Wright, Liaison: Ron

Please refer to the Treasurer's report that is presented above and appended hereto.

Fleece - Chair: Judy Glaser, Liaison: Deb

No report submitted.

Grand National - Chair: Sandi Auld, Liaison: Lauren

No report submitted.

The Board expressed concern that no report was submitted, as Grand National is just over two months away. Lauren was requested to contact Sandi and ascertain what progress, plans, arrangements, and so forth have been accomplished.

Sandi will be asked to attend the September Board meeting and present her plans, program and other matters concerning the Grand National.

Entry forms for Grand National need to be made available to members as soon as possible.

Handbook – Chair: Adryce Mathisen, Liaison: Carol

Hi all-

The Handbook Committee has nothing to report this month again, other than it is hot here in Texas!

Take care and keep cool!

Adryce Mathisen, Chair

Judges' – Chair: Cyndi Ernst, Liaison: Ron

The Judge's Committee does not have anything new to report except that we hope everyone is well.

Cyndi Ernst, Chair

Membership - Chair: open, Liaison: **OPEN**

No report submitted.

Performance - Chair: Anna Reese, Liaison: Carol

Nothing new to report at this time.

Thanks,

Anna Reese, Chair

Protest - Chair: Cheryl Lambert, Liaison: Ron

Nothing to report.

Respectfully Submitted

Cheryl Lambert, Chair

Publications, Promotions, Marketing & Web Site - Chair: Reggie Durch,

Liaison: Deb

No report submitted.

Linda, a member of this committee, reported Reggie contacted her recently for a print-out of members. Linda pointed out to Reggie that information is easily obtained from the website under membership information, which has a list of members and their contact information.

Deb Said she had talked to Reggie just twice in the last six months. She went on to say Reggie had to work on, particularly, getting items for the annual auction and other events at the Grand National.

Regional Committee - Chair: Susan Leslie: Deb

No report submitted.

Ron said he had spoken with Melissa Labendeira, who has graciously offered to host the Western Regional Show this year since the facility for which it was scheduled has cancelled all events. She said she expected attendance to be lower than last year due to the pandemic.

Show Management, Policy & Planning –Chair: Kathy Devaul, Liaison: Lauren
No report submitted.

Youth Committee - Chair: Robin Sturgeon – Liaison: Carol
No report submitted.

IV. Old Business:

A. None

V. New Business:

A. Discussion regarding moving the ALSA database to a more robust software program and system to prevent access loss as was recently experienced.

Linda said migration of the ALSA database was proceeding well to the new server. A significant problem is that the database was constructed using MS Access, a program no longer supported by Microsoft nor well known by programming experts today. As a result, Karl has spent over 30 hours thus far constructing patches to make it work and transition all the data.

A further difficulty is that the website, when it was constructed many years ago, is interlinked with the database... meaning the database as well as the website probably have simultaneously to be made “new”, to avoid errors and accidental data loss in one or the other. In short, both must work for either one to work.

B. Creation of a silky division in halter classes.

Liaisons will contact the Chairs of Judges’ , Fleece, and Fiber for input on this subject for discussion at the September Board meeting.

C. Recruitment of members to run for two vacant Board seats.

As was discussed under the Election Committee report above, this is a critical matter that needs to be given attention by all ALSA members.

D. The President asked the Board to submit the names of members to be considered for the 2020 President’s Award, which will be announced at the Grand National Show.

The next regular Board meeting will be September 3, 2020 at 7:00 p.m. CDT.

**Motion to Adjourn at 7:56 p.m. CDT. Motion by Carol.
Seconded by Ron. 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.

**Addendum A
Financial Statements**

Aug 10,
20

ASSETS

Current Assets

Checking/Savings

Chase - Operating	10,562.72
Chase Savings Account	30,004.87
Youth Scholarship Account	<u>2,905.22</u>

Total Checking/Savings 43,472.81

Total Current Assets 43,472.81

TOTAL ASSETS 43,472.81

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

 Accounts Payable -4,150.00

Total Accounts Payable -4,150.00

Total Current Liabilities -4,150.00

Total Liabilities -4,150.00

Equity

 Opening Bal Equity 49,204.42

 Retained Earnings -3,838.58

 Net Income 2,256.97

Total Equity 47,622.81

TOTAL LIABILITIES & EQUITY 43,472.81

Jan - Jul
20

Income

a MEMBERSHIP REVENUE

 2020 Adult Membership 4,763.43

 2020 Youth Membership 2,324.47

Total a MEMBERSHIP REVENUE 7,087.90

ALSA SHOW FEES

 Animal Number Transfer 14.10

 Animal Recording Numbers 93.00

 Sanctioning Fee 1,598.10

 Show Entry Fee 4,831.00

Total ALSA SHOW FEES 6,536.20

BANKING FEES;NSF Payment 241.00

GRAND NATIONAL

a Sponsorships	250.00
Total GRAND NATIONAL	250.00
Income	
Interest Income	1.36
Total Income	1.36
JUDGE REVENUE	
2020 Judges Dues	789.60
Total JUDGE REVENUE	789.60
z OTHER INCOME	
Website Income	60.00
z OTHER INCOME - Other	470.00
Total z OTHER INCOME	530.00
Total Income	15,436.06
Gross Profit	15,436.06
Expense	
a GRAND NATIONAL E	
Facility	500.00
Refunds	-40.00
Ribbons / Awards	491.71
Total a GRAND NATIONAL E	951.71
ALSA SHOWS	
refund	124.13
Total ALSA SHOWS	124.13
B.O.D. EXPENSES	
BOD Conference Calls	106.83
Total B.O.D. EXPENSES	106.83
Corporation Renewal	476.00
ELECTION COMMITTEE	
Electronic Election	334.00
Total ELECTION COMMITTEE	334.00
EXECUTIVE OFFICE - NEW	
ALSA P.O. BOX	102.00
Computer Backup	69.95
Constant Contact Eblast Expense	216.00
Executive Office Travel Expense	15.00
Office Labor Cost	5,763.50
Office Supplies	235.59
Telephone	
ALSA Phone/iPad	833.56
Total Telephone	833.56
Total EXECUTIVE OFFICE - NEW	7,235.60
Insurance	
Board of Directors	485.00

Show/Event Liability	<u>1,240.82</u>
Total Insurance	1,725.82
Legal-Prof Fees	
Legal-Prof Fees; TAX PREP	750.00
Legal-Prof Fees - Other	<u>475.00</u>
Total Legal-Prof Fees	1,225.00
YOUTH COMMITTEE	
Scholarship	<u>1,000.00</u>
Total YOUTH COMMITTEE	<u>1,000.00</u>
Total Expense	<u>13,179.09</u>
Net Income	<u><u>2,256.97</u></u>



