

# Rocky Mountain Llama and Alpaca Association, Inc.

## Board Meeting Minutes - June 20, 2017

The meeting was called to order at 6:53 pm MST. A quorum was met. Present were Lougene Baird, Beau Baty, Dick Williams, Geri Rutledge and Jeanne Williams.

Bookstore General Op	\$	846.91	
CFL&A Production Savings		3,359.99	
Corporate General Op		7,364.01	
Credit Card depo acct/Fiber sales		742.80	reflects EPWM CC deposits
Insurance Reserves		3,920.72	
Life Member Reserves		4,773.47	
Liquid Asset		20,267.52	
Marketing/Research Reserves		6,877.32	
Premier Time Savings		23,746.93	
Youth Reserves		1,004.10	
<b>TOTAL CASH</b>	<b>\$</b>	<b>72,903.77</b>	<b>as of May 19, 2017</b>

### Treasurers report:

**MOTION: Accept the treasury reports as submitted. Motion by Jeanne, second by Geri – Passed unanimously.**

All financial reports for May were forwarded to the BOD for review.

**Secretary Report.** Minutes for the last Board meeting have been passed and posted to the web site.

### Committee reports

**Bookstore** - Lougene Baird- Liaison. Marilyn Arnold and Ron Hinds - managers.

Income for May was \$94 for twenty Youth Manuals and \$59.90 for the sale of two Caring for Llamas totaling \$153.90 in deposits.

Expenses for May were \$200 to Dancing Llama Ranch for accounting services year to date, PayPal bank fees \$2.68 and \$12 for shipping publications.

The Bank Balance as of May 31 was \$701.91.

**Bylaws** – Dick Williams. No report.

**Calendar** – Dick Williams - Lisa Blider, Chair – The proposed ‘Mountain Man’ themed calendar has been abandoned due to a lack of submitted photos. A 2018 calendar will be produced using lama photos instead. Deadline for the submission of photos is July 1<sup>st</sup>. business card ads must be received no later than July 15<sup>th</sup> and the calendar must go to the printer no later than August 12<sup>th</sup> to be produced in time for LOCC.

**E-Communications** – Lougene Baird and Beau Baty, Co-Liaison. Ron Hinds, Chair.

**E-blast** – eblasts have been sent out on a timely basis to generate interest in Fairplay and the 2018 calendar. The committee also followed the Election Committee schedule to call for members to run for election. These Election Blasts were sent at approximately 90, 60 and 30 days prior to the deadline for Submission of Bio/Statements.

**Website** – Being updated several times a week to meet the changes and new additions Of information for RMLA members

**Facebook** – Up to date and happy.

**Education** – Jeanne Williams. Mary Vavrina, Chair. A John Mallon clinic is being proposed and is currently targeted for the spring, possibly around Memorial Day.

**Events/Marketing** – Dick Williams. Mary Wickman, Chair. All event applications have been approved and placed on the calendar.

**Fairplay Llama Event** – Beau Baty - Jeff Sandberg and Kelvin Eldridge – Co-Chairs. Planning is progressing well. Currently waiting for final approval for awards and costs for t-shirts. T-shirts will be available for sale prior to the event. No local vets have agreed to be available – CSU has agreed to bring their emergency vehicle along with a vet and their animal EMT team to the event. Additional llamas are still needed for the event.

**MOTION – Approve a maximum of \$150 stipend for the CSU team in the event that guest housing cannot be found for them. Motion by Dick, Second by Lougene – Passed unanimously.**

**MOTION – Adjourn to executive session. Moved by Beau, second by Geri. Passed unanimously.**

**Fiber** – Geri Rutledge – Liaison. Cheryl Juntilla and Jill Knuckles, Co-chairs. Financial reports have been submitted for the Estes Park event. These show a net loss of \$174.17 after expenses.

**MOTION – Adjourn to executive session. Moved by Jeanne, second by Lougene. Passed unanimously.**

**MOTION – Cover the net loss at Estes out of the monies raised at the Fiber Auction, the remaining auction monies to be paid to Wally Juntilla for his submitted gas expenses. Motion by Jeanne, second by Beau – passed unanimously.**

A letter is to be drafted to the Fiber Committee expressing concern over their financial situation and requesting a plan of action to improve it.

**Finance** – Geri Rutledge – Liaison. Marilyn Arnold, Chair. P&L submitted for the EPWM Fiber Booth for June 2017.

- The net income/loss for the EPWM Fiber Booth was \$174.17.
- The percentage commissions charged to the consigners are not large enough to cover booth expenses and should be re-evaluated and adjusted to avoid future loss. This would show intent on the part of the committee to cover all costs generated by attending events.
- Auction monies raised for the Fiber Booth in Estes Park were \$229.00. These monies have not been included in the income of the EPWM Fiber Booth. Auction monies are to be set aside for expenses, i.e. supplies, fuel expenses.
- Per the RMLA Fiber Booth Guidelines agreement: “Committee member expenses including fuel costs will be covered by the Fiber Committee thru silent auction funds or other fund raisers by the end of the calendar year in which the events are held”
- The Finance Committee would like to call to your attention that it is the same parties who benefit from the Fiber Booth each year. This is only a very small percentage of the total members of RMLA.

The Finance Committee’s concerns will be incorporated into the letter to the Fiber Committee.

**Journal** - Lougene Baird - Liaison. Kathy Stanko and Ron Hinds, co-Editors. The Summer issue has been mailed to the membership.

Congratulations expressed to the committee for another great effort and exceptional issue.

**Library** – Dick Williams. – All RMLA property is present and correct.

**Membership** – Dick Williams, Chair – The 2017/18 Membership Directory is at the printer and has been mailed back to the committee. It should be in the mail to the membership next week. The membership is unchanged since the last meeting.

**Nominations and Elections** – Beau Baty – Liaison. Christina Abel, Chair. Only two statements of candidacy were received for the two Board positions up for election. Notification of the election was sent to the membership at 90, 60 and 30 days as required.

**Pack** – Beau Baty – Liaison. Susi Hulsmeyer-Sinay, Chair. No report.

**Youth and 4-H** - Geri Rutledge - Liaison – Marshal Rutledge, Chair. The fund raiser at the EPWM was very successful. Congratulations to the committee.

- II. Old Business – YM Copyright infringement – The YM still appears on the Sheboygan 4-H web site as the 'Sheboygan Co. 4-H Lama Project Handbook' following the letter sent to the U. of Wisconsin Extension Office (and reply from the Sheboygan Co. Attorney). A letter directly to the Sheboygan 4-H office has been prepared.

**MOTION – Send the letter to Sheboygan 4-H office. Motion by Lougene, second by Jeanne – passed unanimously.**

YM has been reprinted and a couple orders will be filled next week.

III. New Business

**A. Make the following motions which were approved by e-mail since the close of the last meeting a matter of permanent record. Motion by Jeanne. 2nd by Lougene. Motion Passed unanimously**

1. MOTION: Approve the Colorado Mid-Summer Performance Show to be held at the Fox Hill Equestrian Center in Louviers, CO on July 23, 2017, as a new RMLA event organized by Michele Chang with Mary Wickman as alternate organizer. 2<sup>nd</sup> by Dick. Passed April 25, 2017.
2. MOTION: Approve corrections to the previously approved Mid-Summer Application. The new date is July 22, 2017, and the organizer is requesting Proof of Liability Certificate. Motion by Lougene. 2<sup>nd</sup> by Geri. Passed May 7, 2017.
3. MOTION: Approve the RMLA 2016 IRS tax filing as completed by RMLA CPA. Motion by Lougene. 2<sup>nd</sup> by Geri. Passed May 7, 2017.
4. MOTION: Approve the Because of the Economy Black and Blue Pasture Show as a returning RMLA event to be held on July 8, 2017, in Florissant, CO with Bob Burton as organizer and Marci Agnue as Alternate Organizer. Motion by Lougene. 2<sup>nd</sup> by Beau. Motion passed May 25, 2017.
5. MOTION: Approve April 25, 2017 Minutes of the Board or Directors. Motion by Beau. 2<sup>nd</sup> by Geri. Passed June 3, 2017.
6. MOTION: Transfer \$700.00 from CFL&A Production Savings to cover Bookstore share of 2016 Tax preparation and Youth Manual reprint RMLA Bookstore Account. Motion by Lougene. 2<sup>nd</sup> by Beau. Passed 6/12/2017.
7. MOTION: Pay PJs Printing Broker invoice in the amount of \$455.00 for production and shipping of the summer Journal of the RMLA. Motion by Lougene. 2<sup>nd</sup> by Beau. Motion passed June 13, 2017.
8. MOTION: Reimburse Ron Hinds \$259.35 for postage for the summer Journal of the RMLA. Motion by Beau. 2<sup>nd</sup> by Lougene. Motion passed June 13, 2017.
9. MOTION: Pay PJs Printing Broker \$144.00 for Youth Manual Production. Motion by Beau. 2<sup>nd</sup> by Dick. Motion passed June 13, 2017.
10. MOTION: Pay PJs Printing Broker invoice in the amount of \$447 for production and shipping of the 2017-18 Membership Directory. Motion by Lougene. 2<sup>nd</sup> by Geri. Motion passed June 14, 2017.
11. MOTION: Pay Linda Easton, CPA for RMLA 2016 Tax Prep \$995.00 (\$555 from Bookstore and \$370 from Corporate General Operation). Motion by Lougene. 2<sup>nd</sup> by Beau. Motion passed June 14, 2017.
12. MOTION: Amend the motion approved on June 13 to correct the amount due Ron Hinds for postage reimbursement to be \$271.74. Motion by Lougene. 2<sup>nd</sup> by Geri. Motion passed June 15, 2017.

B. General discussion of the 2017 Annual Meeting. Possibility of having it in the Idaho Falls area to be hosted by Beau Baty.

VII. Motion to close meeting. Motion by Dick, second by Jeanne - Passed

*The RMLA Board may convene in Executive Session to discuss items on this agenda, personnel matters or consult with its legal or accounting counsel.*