

**Rocky Mountain Llama and Alpaca Association, Inc.**  
**Board Meeting Minutes**  
**December 11, 2013 6:30pm MST**

**1. Call to Order:**

Meeting called to order at 6:34pm. All directors were present,

**2. Minutes:**

Minutes from the November 13, 2013 meeting were approved and posted to RMLA.com/Board/Minutes.

**3. Treasurer's Report.**

Brent presented the Treasurers Report, as follows:

Bookstore General Op	2,707.02
CFL&A Production Savings	11,437.26
Corporate General Op	4,475.51
Fiber Committee Reserves	454.76
Life Member Reserves	3,895.31
Liquid Asset	20,208.08
Research Marketing	3,046.88
Research Medical	5,714.05
Premier Time Savings	<u>22,773.96</u>
TOTAL CASH	\$ 75,072.98

Brent stated that all accounts have been reconciled except for the General Operations account due to some issues with PayPal payments. Brent is working on year end balance sheets and Profit/Loss statements.

Brent proposed that RMLA establish a committee to do a best practices review of all RMLA programs and accounts. He offered to head the committee and suggested that it should include 7-13 members drawn from the general RMLA membership. He would like to see the committee complete its work by the July 2014 RMLA Board meeting.

**MOTION:** Katy moved that we implement Brent's suggestion to establish an RMLA Best Practices Review Committee with Brent as chair. Linda seconded the motion and asked that the committee goals be put in writing. Motion approved.

**4. Committee Reports:**

- Bookstore: The Bookstore has paid its portion of the 2012 IRS Tax preparation fees. RMLA has paid its portion as well
- Bylaws: No report.
- Calendar: Pat Bradstreet has the template for 2015 on her computer and there appears to be room for twenty-four (24) business card ads. A piece has been submitted to Ron & Kathy for the Winter Journal requesting both ads & photos. After the first of the year we will contact each of the folks who purchased business card ads

for the 2013 calendar to see if they are interested in ads for 2015. If all accept that will still leave 10 spaces available.

- Education: No report.
- Events/Marketing: RMLA Banners and liability signs have been located in Nebraska with Geri Rutledge.
- Fiber: A Policy for the Sharon Beacham Fiber Award has been written.  
**MOTION:** Katy moved that the revised policy statement be approved; Brent seconded. Motion approved.  
**MOTION:** Ann moved that the Fairplay Craft Show be included in the 2014 fiber schedule. Linda seconded. Motion passed. Ann will contact the fiber committee to provide the names of the members who will chair each approved fiber event.
- Finance: Report submitted with the Treasurer's report.
- Journal: The Winter Issue of the Journal has been printed and should be mailed by the end of the week. Ron is waiting to receive a statement of the postage costs from the USPS.
- Library: All library material present and accounted for. Library usage has substantially decreased. Library is now functioning more as an archive than as an active lending library.
- Membership: Currently Association Memberships stand at 160 – 102 Annual, 26 Life, 4 Young Adult, 8 Youth and 20 Honorary. (Note: these are Memberships, not Members). Since the mailing was sent out in October we have gained eleven (11) Memberships – five (5) of them Youth. Labels have been printed and envelopes prepared for the 2014 renewal notices. As soon as the Service Directory inserts are received the notices will be duplicated. Target for having renewal notices in the mail is no later than 1/15/2014.
- Nominations and Elections: No report.
- Publications: No report.
- Rescue: There was discussion as to the functions of this committee. After discussion it was decided that Linda would serve as liaison to the industry and that the Board would not seek a committee chair.
- E-Communications: No report on Facebook work.
- Youth and 4H : An e-mail blast geared towards youth members is going out today (12/3/13) to advise youth members of the new youth awards program

## 5. Budget:

The proposed 2014 Budget was discussed. The sum of \$100 for the Sharon Beacham Fiber award was moved from general funds to the Fiber Committee Reserves. There was discussion of the \$250 requested by the NWSS Show Superintendent for marketing purposes.

**MOTION;** Brent moved that we approve the sum of \$250 to NWSS to be funded from the Marketing Research portion of the budget, this sum to be transmitted to the NWSS Show Superintendent after January 1, 2014 so as to appear in the 2014 financials. Linda seconded. Motion approved.

**MOTION:** Brent moved that the 2014 RMLA Proposed Budget be accepted as modified; Ann seconded. Motion approved.

## 6. New Business:

Record of e-mail voting since the last Board meeting. **MOTION:** Make the following motions approved by e-mail since the close of the last meeting a matter of permanent record. Motion by Brent, seconded by Linda. Motion passed.

1. Motion: Approve the minutes for the November 13, 2013, Board of Director's meeting. Motion by Ann, 2<sup>nd</sup> by Linda. Motion passed December 1, 2013.
2. Motion: A revised policy for the Bobra Goldsmith Award was presented. Linda moved that we accept the revised policy; Katy seconded. Motion passed. Linda will coordinate selection of award recipients. Brent will give out the award at the NWSS show.
3. Motion: Linda moved that we pay State of Colorado Biennial Sales Tax License (which will expire 12/31/2015) in the amount of \$16.00 and mail before December 25, 2013. Moved by Linda; seconded by Brent. Motion passed
4. Motion: Pay PJ's Printing Broker \$494.83 for the production of the winter 2013 Journal. Moved by Brent; seconded by Linda. Motion passed.

- The monthly meeting schedule is the 2<sup>nd</sup> Wednesday of every month at 6:30 PM MST.

7. Katy asked to be excused from the. January 8, 2014, Board Meeting due to the fact that her husband is undergoing knee surgery that day.

**8. Adjournment:**

**MOTION:** Linda moved to adjourn the meeting; Ann seconded. Meeting adjourned at 8:20pm.

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