

Rocky Mountain Llama and Alpaca Association, Inc.
Board Meeting Agenda – July 18 2016 - 6:30 PM RMT

The meeting was called to order at 6:37 PM RMT. A quorum was met. Present were Lougene Baird, Dick Williams, Brent Holt, Jeanne Williams, Geri Rutledge.

Bookstore General Op	\$	628.07
CFL&A Production Savings		5,558.76
Corporate General Op		8,292.54
Credit Card depo acct/Fiber sales		1.00
Insurance Reserves		2,638.90
Life Member Reserves		4,772.15
Liquid Asset		20,258.02
Marketing/Research Reserves		6,876.80
Premier Time Savings		23,533.68
Youth Reserves		1,173.69

TOTAL CASH \$ 74,333.61 as of July 11, 2016

Treasurers report:

Bookkeeper report from Marilyn Arnold reporting the income and expenses for June are an addendum to these minutes. The P/L and Balance Sheet for 6/31/16 were sent to the Board for review

MOTION: Accept the treasury reports as submitted. Motion by Dick Williams and second by Brent Holt, motion passed.

Secretary Report. The meeting scheduled for May 10th was cancelled. All minutes are currently posted to the website.

Committee reports

Bookstore - Lougene Baird- Liaison. Jan Adamyck, Chair. June Bookstore bank account has been reconciled. 642 copies of Caring for Llamas and Alpacas remain in inventory. 72 copies were sold since the end of April. Youth Manual inventory is at 24 remaining.

Motion: Dick motions to reduce the price for CFLA books to \$5 for booksellers, second by Lougene, motion passed.

Dick and Brent will continue the discussion about moving the remaining inventory of books and submit suggestions for the cost of move. The financial records will be moved to the library inventory currently housed with Dick Williams.

Calendar – Dick Williams - Liaison. Pat Bradstreet, Co-Chairs. Calendar – Production of the 2017 RMLA calendar has been cancelled due to lack of interest. There were a total of 3 business card ads requested and 1 photo submitted. Ads and money have been returned. RMLA did send out two email blasts as well as information in the Journal to the membership to generate interest. However, the decision was made to not produce the calendar this year.

E-Communications - Lougene Baird - Liaison. Ron Hinds - Chair.

- **Website** – Ron is working with Fairplay Committee to pre-register Fairplay participants by registering via RMLA.com. We give a big shout out to Ron Hinds for his continued efforts with the website and keeping the sight active and making updates as required. Thanks Ron we so appreciate what you do.
- **Eblast** – eblasts for events were sent to members as scheduled
- **Facebook** – No further updates at this time.

Education – Jeanne Williams – Liaison. Mary Vavrina, Chair. No report. Dick informed the BOD about a John Mallon Clinic for a time in the future and which committee to assign the clinic to – events or education.

Events/Marketing - Dick Williams - Liaison. Mary Wickman, Chair. Events. The Events Committee worked closely with E-blast committee to deliver correct event information to the membership. Mary is closely working with the insurance agent to deliver proof of insurance required by some events.

MOTION: Move to executive session by Lougene 2nd by Jeanne. Motion passed. 6:54 pm.

MOTION: Jeanne moves to come out of executive session. 2ND by Dick. Motion passed. 7:05pm.

MOTION: Jeanne motions to amend the insurance certificate request on the Event Application requiring an event to indicate the date the certificate is needed. 2nd by Dick. Motion passed.

MOTION: Jeanne motions to allow Brent to be liaison to work with Events Chair Mary Wickman to assure the Insurance certificated for events are being issued in a timely manner. 2nd by Dick. Motion passed.

Dick and Ron will edit the Event Application and replace it with the current application on RMLA.com.

Fiber - Geri Rutledge - Liaison. Jill Knuckles and Cheryl Juntilla, Co-Chairs. There was a great turn-out of volunteers to support the Fiber Booth at the Estes Park Wool Market this year. A dozen RMLA members assisted by taking turns working in the Booth or with set-up and take-down. While working in the Booth some of the volunteers demonstrated the use of drop spindles and continuous strand weaving. It appeared there were at least another half dozen people helping with the Silent Auction, but Geri probably has a better idea of that exact number. Cheryl would like to work with Geri on an article for the Journal to make sure we publicly acknowledge and thank all of the volunteers. We are happy to report that we have current signed Consignor Agreements for all inventory being stored in the trailer. Several consignors brought additions to their inventories to Estes Park and a couple of new volunteers plan to become consignors as soon as they have their fiber items ready for sale. The trailer is full almost to the roof and current inventory includes more than 600 skeins of yarn, about 170 packages or skeins of roving and a dozen raw fleeces. We also have a wonderful variety of hand-crafted finished products including hats, shawls, scarves, gloves, rugs, purses, bath mats, cat toys and gnomes. It is great to see the creativity, talent and style of each individual consignor. There were six items from the Booth featured in the Woolly Wonder Fashion Show Saturday evening and they all got good reactions from the audience of approximately 120 members of the public.

Wool Market Llama Show Showbook also mentioned that the Co-op is again this year located in the Events Building. the supplies that Wally purchased for the Fiber Booth were receipt books and zip ties, which were stated in the accounting sent to Marilyn. There were price tags on the Office Depot receipt, but he is not asking to be reimbursed for those. This is kind of important to record correctly because all consignors are responsible for providing their own price tags.

MOTION: Brent motions to pay fuel expense of \$116 to Wally Juntilla for pulling RMLA trailer containing fiber related items EPWM event to be paid from the Fiber Committee Silent Auction funds. 2nd by Jeanne, motion passed.

Finance - Brent Holt - Liaison. Marilyn Arnold, Chair. There are no concerns that have been presented to the Board. Life member Marie Hoover has retired from her long career in the Finance Department with the City of Parker and has joined the RMLA Finance Committee.

Journal - Lougene Baird - Liaison. Kathy Stanko and Ron Hinds, co-Editors. It has been brought to the Board's attention that several RMLA members are not receiving their Journal on time. It was discovered that some Journals have been sent to incorrect addresses. The Journals were re-mailed to the correct address. We recognize that the Membership Committee maintains the official list of members, their address, etc., and this list should be used for all RMLA mailings.

Library - Dick Williams - Library – Eight requests for loans of material have been received this year for a total of 30 items (all DVD's). All Association material is present and correct. Two donations have been received by the RMLA Library. *Life, Love, Llamas and Laughs* by Arthur Kennel M.D. This book is about his life, Kennel llamas and related topics and was donated by Linda Hayes. *Love a Llama* VHS tapes of the

presentations by many prominent folks in the early llama industry at the 1988 symposium was donated by Chris Switzer.

Membership - Brent Holt - Liaison. Dick Williams, Chair. Membership. RMLA has 155 memberships representing 236 members. 17 of these memberships are new in the 2016/17 membership year. At this time last year we had received 103 applications for annual membership, this year we are at 109. There have been several annual members who have not renewed for various reasons. The composition of the membership is as follows – Life – 28 (44 members), Honorary – 17, Annual – 96 (161) and Youth 14. After a few hiccups, the Membership Directories were mailed to the membership in late June.

Nomination and Elections – Geri Rutledge – Liaison. Christine Able, Chair. Set dates for the 2016 election. For the 2016 Election Call for Candidates will go out by email blast July 21st. The request for nominations will close on August 11th. Requested Bio's for Candidates will be due to the Secretary Geri by August 11th. The mailing of Ballots for Election will be done August 17th. With a Due date to receive ballots by August 31st. The new person will have a three-year term with RMLA and be seated at the Annual Meeting

Pack – Dick Williams – Liaison – Susi Hulsmeyer-Sinay, Chair. An informative article on packing activities in Yellowstone National Park was submitted for the summer Journal. Fall Journal article is in the works.

Publications Coordinator - Lougene Baird – The Membership Directory has been received by members. The Board wishes to thank Pat Bradstreet for her volunteer work on the layout and design for the Directory. Early in the year Pat did the layout for the 2017 calendar. Unfortunately, the calendar will not be produced because of lack of photos and ads.

Youth and 4-H - Geri Rutledge - Liaison – Marshall Rutledge, Chair. The Youth Silent Auction at EPWM was able to generate \$601 in funds for the Youth Program. The triple points offered to RMLA youth, brought in several items. The youth continue to send in their events and points. For the months of August and September double points will be parades, County Fairs and visits to facilities to educate others about their animals. The pictures coming in with reports are great, and we will be used them in the journal as space allows.

II. Old Business – none

III. New Business - None

A. Record of e-mail voting since the last Board meeting. MOTION: Make the following motions which were approved by e-mail since the close of the last meeting a matter of permanent record. Motion by Dick. 2nd by Brent. Motion Passed.

1. MOTION: Reimburse Karen Kinyon \$370 for expenses incurred on behalf of the Marty McGee Bennet Training Clinic, an RMLA event. Motion by Lougene. 2nd by Dick. Motion passed April 24, 2016.
2. MOTION: Refund a total of \$410 to RMLA members Barba, Boeff, Chang, Glaser, Hill, Hunt, Leach, Stanko and Stanko as previously announced partial refund of Marty McGee Bennett workshop. Motion by Lougene. 2nd by Brent. Motion passed April 27, 2016.
3. MOTION: Approve Board of Directors Meeting Minutes for April 12, 2016. Motion by Jean, 2nd by Lougene. Motion passed April 28, 2016.
4. MOTION: Approve the RMLA Tax for 990-for Nonprofit filing. Motion by Brent. 2nd By Lougene. Motion passed May 10, 2016.
5. MOTION: Pay Linda Easton, CPA invoice in the amount of \$1,089 for the preparation and e-filing of the RMLA 2015 IRS Non-Profit Tax filing due May 15, \$544.50 to be paid by the RMLA Bookstore and \$544.50 to be paid by RMLA General Operations. Motion by Lougene. 2nd by Geri. Motion passed May 10, 2016.
6. MOTION: Approve "Because of the economy Black and Blue Pasture Show" as a returning RMLA event to be held in Florissant CO on July 9, 2016, organized by Bob Burton with Mary Wickman as back up organizer. Motion by Lougene. 2nd by Geri. Motion passed May 29, 2016.

7. MOTION: Because of lack of member support for photos and ads RMLA will not produce a 2017 calendar. Motion by Dick. 2nd by Geri. Motion passed June 2, 2016.
8. MOTION: Pay \$100 to the winner of the 2016 Sharon Beacham Fiber Award to be awarded at the Estes Park Wool Market Llama Show. Motion by Lougene. 2nd by Geri. Motion passed June 2, 2016.
9. MOTION: Approve Christina Abel as Chair of the Nominations and Election Committee. Motion by Lougene. 2nd by Dick. Motion passed June 4, 2016.
10. MOTION: Pay PJs Printing Broker invoice in the amount of \$406. For production of the Journal of the RMLA summer 2016. Motion by Lougene. 2nd by Brent. Motion passed June 18, 2016.
11. MOTION: Reimburse Ron Hinds \$398.93 for postage and shipping the Journal of the RMLA summer 2016. Motion by Brent. 2nd by Geri. Motion passed June 18, 2016.
12. MOTION: Pay PJs Printing Broker invoice in the amount of \$502 for the production and shipping of the RMLA 2016 Membership Directory. Motion by Dick. 2nd by Geri. Motion passed June 19, 2016.
13. MOTION: Approve Kevin Detwiler, DVM, Flathead Lake, MT. who has a large llama practice as an RMLA Honorary member. Motion by Dick. 2nd by Geri. Motion passed June 19, 2016.
14. MOTION: Approve the Higher Ground Fair: Llama and Alpaca Performance and Fleece Show to be held September 24 and 25, 2016, as a new RMLA event organized by Gayle Woodsum with alternate organizer as Mary Wickman to be held on the Albany County Fair Grounds, Laramie, WY. Motion by Dick. 2nd by Geri. Motion approved June 19, 2016.
15. MOTION: Approve the 2016 Hummers Classic Youth Llama and Alpaca Show to be held August 2 as a new RMLA Youth event organized by Becky Leach with Roy Leach as alternate organizer to be held on the Elbert County Fair Grounds, Kiowa. CO. Motion by Dick. 2nd by Brent. Motion passed June 19, 2016.
16. MOTION: Pay State of Colorado Department of Revenue \$105.35 for sales tax collect for sales from the RMLA Fiber Co-op event at Estes Park Wool Market. Motion by Lougene. 2nd by Geri. Motion passed June 26, 2016.
17. MOTION: Pay Park County Department of Revenue \$54.45 for the annual RMLA Trailer license. Motion by Dick. 2nd by Brent. Motion passed June 30, 2016.
18. MOTION: Pay Patti Morgan, Dolores Baker, Geri Rutledge, Cheryl Juntilla, Jill Knuckles, Karen Schwartz, Carolyn Ownby, Cheryl Keydel and Heather Corcoran a combined total of \$1,019.37 for fiber booth > sales at the 2016 Estes Park Wool Market. Motion by Lougene. 2nd by Dick. Geri abstains. Motion passed June 30, 2016.
19. MOTION: Transfer \$750.00 to RMLA Bookstore to cover royalty and shipping expenses. Motion by Lougene. 2nd by Geri. Motion passed June 30, 2016.
20. MOTION: Reimburse Dick Williams \$372.97 for out-of-pocket expenses for the first 6-month of 2016 spent on behalf of the RMLA Library (\$27.89 postage and supplies), the RMLA Membership Directory distribution (\$207.48 postage and supplies), the Membership Committee operations (\$112.54 postage and supplies), shipping Journals to Events (\$12.77 postage) and shipping Journals to Educational Marty Bennett event (\$12.29 postage). Motion by Brent. 2nd by Lougene. Dick abstained. Motion passed July 10, 2016.

VII. Motion to close meeting. Motion by Dick and second by Brent to close the meeting closed at 7:53pm RMT.

RMLA BOD MEETING: JULY 2016

JUNE INCOME:

Corporate	
Grants/Gifts	10.00
Interest	71.70
Dues	600.00
TOTAL CORPORATE	681.70

Committees	
Bookstore	39.02

JUNE EXPENSES:

Corporate		
Awards	100.00	100.00
Paypal Fees	15.16	15.16
TOTAL CORPORATE		115.16

Committees		
Bookstore		35.95

TOTAL COMMITTEES 39.02

Events

Fairplay Entry Fees 360.00

TOTAL EVENTS 360.00

Fiber Committee Events

Estes Park Wool Market 1277.88

EPWM Silent Auction 635.50

TOTAL FIBER 1913.38

Youth Silent Auction 601.00

TOTAL YOUTH 601.00

Journal

Journal Ads 356.80

TOTAL JOURNAL 356.80

TOTAL COMMITTEES 35.95

Events

TOTAL EVENTS

Fiber Committee Events

EPWM Consignments 1019.37

TOTAL FIE IBER 1019.37

Journal

Postage 208.78

Printing 406.00

TOTAL JOURNAL 614.78

Membership

Postage 40.00

Printing 462.00

TOTAL MEMBERSHIP 502.00

TOTAL INCOME 3951.90

TOTAL EXPENSES 2287.26

NOTES:

Checks Written: Two board approved checks will be cut on 7/2/2016 .

Bank Reconciliations: All bank accounts have been reconciled as of 6/30/2016. **Deposits/Transfers:** All deposits have been made. One transfer remains to be transferred. **Paypal:** One Paypal transfer remains to be transferred .

