

**Rocky Mountain Llama and Alpaca Association, Inc.**

Board Meeting Minutes November 13, 2013 6:30pm MST

- I. Call meeting to order at 6:34pm. Initially all directors were present, but later Brent Holt left the meeting due to communications problems. Lougene reminded us that the President does not vote except in the case of a tie.
- II. Minutes from September 11, 2013 meeting were approved and posted to RMLA.com/Board/Minutes. Minutes from October 19, 2013 were approved and posted to RMLA.com/Board/Minutes.

III. Treasurer's Report.

Bookstore General Op	\$ 3,286.92
CFL&A Production Savings	11,436.81
Corporate General Op	4,093.11
Fiber Co-op E-square	454.76
Life Member Reserves	3,895.31
Liquid Asset	20,206.47
Research Marketing	3,046.74
Research Medical	5,714.05
Premier Time Savings	<u>22,773.96</u>
TOTAL CASH	\$74,908.13
Held in trust by RMLA Board and not included in Total Cash Assets	
Llama Legal Defense Fund	\$2,680.04

IV. Committee:

- V. Lougene stated that there would be no committee reports this time as the purpose of this meeting is to review the budget and to name Committee Liaisons for the coming year.
  - A. Bookstore. Liaison - Baird. Jan Adamcyk – Chair.
  - B. Bylaw. Liaison - Hayes Lougene Baird - Chair.
  - C. Calendar. Liaison - Baird. Dick Williams and new member Pat Bradstreet volunteered to CO-CHAIR. Approved by Board.
  - D. Education. Liaison – White. Chair – OPEN Question: Was there an educational event at NWSS last year? Katy will contact Steve Quackenbush to discuss.
  - E. Events/Marketing. Liaison – Bruhn. Chair – Mary Wickman.
  - F. Fiber. Liaison – Bruhn. Patti Morgan, Chair. Jill Knuckles/Cheryl Juntilla 1/1/14
  - G. Finance . Liaison – Holt. Marilyn Arnold - Chair
  - H. Journal. Liaison – Baird. Kathy Stanko and Ron Hinds - Co- Chairs and Co-editors.
  - I. Library. Liaison – Bruhn. Dick Williams, Chair.
  - J. Membership. Liaison – Holt. Dick Williams, Chair

- K. Nominations and Elections . Liaison – White. Maggie Merrill Brown, Chair
- L. Pack. Upon recommendation of current Chair Dick Williams this Committee is moved to INACTIVE STATUS. Moved by Ann, seconded by Katy. Motion passed.
- M. Publications Coordinator. Liaison - Baird. Only for committees that print RMLA items (Caring for Llamas, Youth Manual, Journal, Calendar, Membership Directory)
- N. Rescue. Liaison – Hayes. Chair – OPEN.
- O. E-Communications. Liaison - Baird
  - a. Website - Ron Hinds, Chair
  - b. Email News Line - Ron Hinds, Chair
  - c. Facebook - Brianna Cozzetto
- P. Youth and 4H. Liaison – Baird. Chair, Brianna Cozzetto

VI. Old Business - NONE

VII. New Business

- A. 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 Ann. 2nd by Linda. Motion Passed.
  - 1. Motion: Approve minutes from the September 11, 2013 Board meeting and post to RMLA.com. Motion by Jerry, 2<sup>nd</sup> by Geri. Motion passed Sept 24, 2013.
  - 2. Motion: Pay a total of \$915.50 in consignment fees to Patti Morgan, Cheryl Juntilla, Jill Knuckles, Karen Schwartz, Mary Ann Hoibakk and Lisa Blider for fiber sales at the RMLA Fiber Co-op event at the Salida Fiber Show. Motion by Ann. 2<sup>nd</sup> by Geri. Motion passed September 25, 2013.
  - 3. Motion: Pay State of Colorado sales tax in the amount of \$83.40 for fiber sales at the Salida Fiber Show. Motion by Ann. 2<sup>nd</sup> by Geri. Motion passed September 25, 2013.
  - 4. Motion: Reimburse Jill Knuckles for gas for pulling the RMLA Fiber Co-op trailer to the Salida Fiber Show. Motion by Ann. 2<sup>nd</sup> by Geri. Motion passed September 25, 2013.
  - 5. MOTION: Correct Events/Marketing report in the September 2013 minutes to remove the words “and they are current RMLA Youth Members” so that the report reads “Good news is that during LOCC/Regionals there were two

Colorado youth present that got Sportsmanship Awards from LANA. Motion by Lougene. 2<sup>nd</sup> by Jerry. Motion passed September 26, 2013.

6. Motion: Reimburse Dick Williams a total of \$231.22 for the following expenses: Library Committee Postage \$5.84; Journal postage \$6.92; Membership Committee Postage \$4.96 and Membership Committee special mailing Printing \$50.50, Postage \$138 and labels \$25. Motion by Jerry. 2<sup>nd</sup> by Ann. Motion passed September 29, 2013
7. Motion: Approve Alpaca Breeders of Western Colorado Vender Fair to be held in Grand Junction CO, October 12, 2013. Motion by Jerry. 2<sup>nd</sup> by Geri. Motion passed October 9, 2013.
8. Motion: include in standing Website policy that personal information > (which included their names) of RMLA Youth members under 13 years of age will not be published on RMLA.com or on RMLA Facebook page per COPPA regulations. Motion by Lougene. 2<sup>nd</sup> by Ann. Motion passed October 21, 2013.
9. Motion: Pay a total of \$2707.55 in consignment fees to Sue Grimm, Sandy Lockwood, Patti Morgan, Geri Rutledge, Cheryl Juntilla, Jill Knuckles, Karen Schwartz, Diana Blair, Vickie Staley and Lisa Blider for fiber sales in the RMLA Fiber Co-op at the Taos Fiber Show. Motion by Ann. 2<sup>nd</sup> by Brent. Motion passed October 22, 2013.
10. Motion: Pay State of New Mexico Department of Taxation \$265.45 on sales tax collected at the Taos Fiber Show. Motion by Ann. 2<sup>nd</sup> by Brent. Motion passed October 22, 2013.
11. Motion: Reimburse Jill Knuckles \$213.76 for expenses incurred at the Taos Fiber Show. Motion by Ann. 2<sup>nd</sup> by Brent. Motion passed October 22, 2013.
12. Motion: Transfer \$26.70 from Taos Fiber Sales to the RMLA Bookstore account for the sale of 1 Caring For Llamas and Alpaca book. Motion by Ann. 2<sup>nd</sup> by Brent. Motion passed October 20, 2013.
13. Motion: Approve Board Meeting minutes for October 19, 2013. Motion by Brent, 2<sup>nd</sup> by Ann. Motion passed October 27, 2013.
14. Motion: Purchase QB 2014 from Amazon for \$172.56 (o shipping charge) for RMLA accounting software. Motion by Lougene. 2<sup>nd</sup> by Katy. Motion passed November 12, 2013.
15. Motion: Pay Linda Easton, CPA \$1,067.00 for preparation of RMLA 2012 IRS taxes. The invoice will be split 40%-60% between General Operations (\$426.80) and the RMLA Bookstore (\$640.20). Motion by Katy, 2<sup>nd</sup> by Ann. Motion passed.

## B. Discussion of Proposed 2014 Budget.

Lougene asked that all committee liaisons tell her in 2 weeks what funds are needed for their respective committee. This was followed by general discussion of the proposed budget.

a. Education: The sum of \$240 was allocated to the Education Committee based on data from years past but the Board was not certain why this was needed.

b. Sharon Beacham Award: There was discussion of the Sharon Beacham Award. The Award was proposed by non-RMLA members at the 2011 Annual Meeting was awarded to a non-RMLA member in 2013. Current award guidelines do not require RMLA membership to receive the award. If RMLA provides the funds for this award, do these guidelines need to be revised? Should the \$100 award money come from the RMLA Fiber Coop funds since this is a fiber award? There is no endowment in place for this award. Ann will discuss the matter with her fiber committee.

c. Membership: Board will increase the funds available to the Membership Committee to \$600.

d. Advertising: Board was not certain what the excess above the \$250 that was used for at NWSS.

e. Youth Belt Buckle: The sum of \$50 was deleted as the new youth award program will not include a belt buckle.

f. Bank Charges: Reduced to \$25 from \$143.

g. Insurance: We have three types of insurance policies. The Inland Marine Policy for bookstore inventory and the Directors and Officers insurance are paid out of membership dues. The liability policy is largely required for the Fairplay event. The total for this insurance is \$2575 of which \$2135 comes from Fairplay revenues and \$500 from membership dues.

h. Elections: The sum of \$120 was allocated to cover the costs of elections.

C. Motion to approve 2014 Fiber Co-op Events as Estes Park Wool Market, Salida Fiber Festival, Taos Wool Market and Sneffels Fiber Festival. This motion was slightly reworded to include the following events: Estes Park Wool Market, Salida Fiber Festival, Taos Wool Market and Sneffels (Ridgeway) Fiber Festival. The Fairplay event was deleted from the list due to insufficient activity in 2013. Katy moved to accept motion as amended; Ann 2<sup>nd</sup>. Motion passed.

D. Discuss extra copies of the Journal to be made available for members to purchase. Matter was discussed, but no action taken. Lougene will discuss options with Ron Hinds and Kathy Stanko.

E. The monthly meeting schedule is the 2<sup>nd</sup> Wednesday of every month at 6:30 PM MST. Next meeting to be December 11, 2013.

VI. Linda moved to adjourn meeting; Ann seconded. Meeting adjourned at 8:09pm.

Submitted,  
Katy White  
RMLA Secretary

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