

RMLA Minutes 5-18-11

Present Lougene Baird, Jerry Dunn, Bob Hance, Dick Williams, Geri Rutledge
Call the meeting to order at 6:33pm MT

Determine a Quorum - all members present

Jerry Dunn moves to approve Minutes from last meeting – April 6, 2011 Dick Williams seconds – Approved.

Treasurer report

Discussion about items in the budget, the income versus expense and holding steady to our goal of not losing money this year. Fairplay is the main income. Bob Hance motions to not support sponsorship this year to EPWM, Lougene Seconds – Approved. All the advertising is currently on the internet, no publications are being made. Our RMLA information is also on the internet, limited reasons to spend the funds at this on sponsorship.

Dick Williams's motions to accept the treasury report as presented. Geri Rutledge seconds - Approved

Committee Report

Bookstore –The inventory for the book store is: Caring for Llamas and Alpacas – 240 copies; Youth Manual – 4 copies.

Bylaws – No Report

Calendar-Geri

Patti Morgan and her daughter Lindsay continue to work on the 2012 edition. Please get your update business cards to Patti if you want to advertise. A call for photos has already been done.

Education-Jer – No Report

Events/Marketing-Jer – No Report

Fiber-Geri

The fiber trailer is now at Jerry Dunn's residence. EPWM Estes Park Wool Market is June 10.11.12 Next Event. Booths will be open Friday night to general public so the group needs to get it set up earlier on Friday.

Finance-Bob

2010 Taxes were filed with the I.R.S. on May 6th.

4-H – Geri

Making a last call for Volunteer to update the Youth Manual. Email blast going to membership.

Government Relations-Bob Hance

Email blast sent to members for the EH1 outbreak effecting Equines and some Equine facilities. We will continue to update members with any news received from Show Superintendents or Colorado State University/

Journal-Lougene.

Sue Grimm has accepted the position of Journal editor and will try to meet the established deadline of June 1st.

An e-mail newslines release was submitted for distribution to the RMLA membership. To save space in the Journal and to communicate the minutes of each Board meeting as fast as possible to the membership the minutes will be on the RMLA Website as soon as approved. This has been discussed with the website manager, Katy Wegner, and she reports that this is a good idea and will create a tab for members to easily find the minutes.

Motion to have the Minutes of Board of Director Meeting will be available on the RMLA website. These will not contain financial information. Motion by Lougene Baird, Second by Geri Rutledge - Approved

Library-Dick - Nothing new to report, no additional requests since the last meeting.

Membership-Bob Discuss the Youth membership issue from Barb. We didn't do this last time.

Nominations and Elections - Geri

Next email blast goes out the 25th last call for Candidates Bio's to complete the RMLA Ballots for mailing.

Pack-Dick

At the request of Jan at the ILR, Dick went up to the Family Forestry Expo in Kalispell last Wed thru Sat with three of our llamas and set up a backcountry llama camp along with the Kalispell chapter of Backcountry Horseman and the Bob Marshall Wilderness Foundation. Throughout the week over 700 5th & 6th graders from the area went thru a series of stations learning about forestry uses. The Backcountry Camp stations displayed proper backcountry camping techniques and answers questions about horse, llama and backpacking. On Saturday the Expo is open to the public. This was an RMLA event.

Publication – Lougene

Membership Dir – Jane Levene is currently laying out the balance of the Directory. Layout of the front page will be distributed to the BOD for a look/see. The list of books in the RMLA library has been deleted as this list is published on RMLA.com. Shopping prices for printing being done now. The cost of the 2009 and 2010 Member Directory was \$4.72 and \$4.73 respectively. By printing the library list and layout done by a volunteer, RMLA looks forward to a much reduced cost per book.

Rescue – Lougene

Nothing to report at this time.

Website – Lougene - - Report from Katy Wegner, Chair/Webmaster Barb Hance and I talked in April and planned the first steps of my transition to maintaining the website. Barb is using a software package, Microsoft Front Page that is no longer sold or supported. So I researched and purchased a different software package, CoffeeCup Software – Website Designer Pack, to maintain the website. The software bundle includes the following software programs: 1. HTML editor (adding and changing content on website. 2 Web Form Builder (helps create forms for websites). 3 Website Site Mapper helps optimize the website for search engines so that users can find us more easily. 4. Direct FTP to help move files from the computer to the website. 5 .Website Access Manager to create members-only access to parts of the website, and 6. Website Color Schemer to help create browser-safe color schemes for the website

Starting Tasks for Transition -Once I purchased the software, I began working on the tasks that Barb and I agreed would be a good starting place. 1 Making some small edits to the home page and creating the Service Directory page for next year's ad sales. 2. Researching and developing the plan to add the proper security to the website, and then adding payment processing. 3. Learning the software, and finding out about the RMLA account with the web hosting company. For example, we need to purchase an SSL certificate from the hosting company in order to create a secure site for purchases.

Researching How to Accept Payments On Website -I am going to contact both the web hosting company, and PayPal, to learn how to put the pieces together for collecting payments from the website, either through credit cards or PayPal accounts. I will write up the information and submit the report, along with the costs and explanations of how to link the payments with the appropriate bank accounts. I hope to have the information collected and written up by the first week in June at the latest. Make Information Updates to Website and Plan Enhancements - I am adding information, such as new calendar events, while continuing to learn the software. Barb is continuing the work on the Service Directory to ensure it gets published on schedule.

Youth- Dick

The outstanding Youth recipient is Wyatt Mayo, to be announced at Estes Park Wool should that youth be attending. A Savings Bond has been ordered, the award certificate is ready. The buckle has been ordered and is being shipped direct to Jer.

Old Business

New Business

E-mail Voting record

Make the following motions approved by e-mail since the previous Board meeting a matter of permanent record. Motion made by Dick Williams. 2nd by Jerry Dunn Approved

1. Sue Grimm will serve as the new RMLA Journal editor to begin immediately.” Motion by Lougene. 2nd by Jerry. Motion passed 5/9/11
2. Pay a total of \$1,758.80 for the two invoices: 1. New Wave Publishing \$1,372.22 (32 pgs x 325 copies - design, print, prep & mail=\$1279.92 +Shipping=\$110.30 Less \$18 for

- Monica's BC ad in Spring Journal). 2. Linda Easton \$387.50 for 1/2 of Tax Prep (Bookstore Pays other 1/2). Motion by Bob. 2nd by Jerry. Motion passed 5/11/11.
3. The schedule of the 2011 election will be: 1. May 11th - 1st Email blast - Call for Candidates 2. May 25 - Send 2nd email blast - Call for Candidates and reminder of deadline. 3. June 1- All nominations due to Geri. 4, June 2 - Mail Ballots and Bio to RMLA Members. 5. June 23 – Ballots due to Maggie Merrill Brown official counter. 6. June 30 RMLA BOD to be notified of results and candidates notified. Motion by Geri. 2nd by Lougene. All approved. Motion passed 5/15/11.

Set next meeting date: July 13th, 2011 6:30pm MT

Motion to close RMLA BOD meeting by Dick Williams, Second by Jerry Dunn – Approved

Meeting Adjourned 7:31pm MT