



AUSTRALIAN ALPACA ASSOCIATION Ltd (AAA)

Minutes of the Board Meeting

24 February 2016

1. CONVENING OF MEETING

Michelle Malt, President AAA declared the meeting open at 7:33 pm

PRESENT: Michelle Malt, Annette Woodgate, Chris Cronshaw, Jeff Willis, Dinah Fisher, Fiona Vanderbeek, Ian Braithwaite (joined at 7.38 pm).

IN ATTENDANCE: NIL

2. APOLOGIES: Nick De Bruyn

3. REGISTER OF DECLARATION OF INTEREST – It was noted by the President that this Register was to be used by directors for any listed agenda items or anomalies that arise during the meeting where an interest needs to be declared.

4. CONFIRMATION OF PREVIOUS MINUTES

4.1. Minutes of AAA Board meeting held 5-7 February 2016

Minutes of the AAA Board meeting held 5-7 February 2016 as circulated were considered. Some adjustments to be made and MM to recirculate for confirmation at next Board meeting.

4.2. Minutes of AAA Board meeting in camera held 5-7 February 2016

Minutes of the AAA Board meeting in camera held 5-7 February 2016 as circulated were considered.

B16/M14: The Board **RESOLVED** to confirm the in camera minutes as tabled at the meeting as a true and correct record. CARRIED

5. PRESIDENT'S REPORT – Michelle Malt

5.1. Verbal update regarding the survey to be sent to Tasmanian regional members and non-financial members provided. Survey sent 24 Feb and closes in 14 days.

5.2. A paper regarding the Alpaca Conference held in November 2015 at Taiyuan China and submitted by Kerry Dwyer was tabled and noted.

Action: Jeff Willis to ask MAT&C committee if Prof. Dong's paper could be made available to in-house media release.



5.3. 2016 Victorian Colourbration

Meeting moved in camera at 7.57 pm.

Meeting came out of camera at 8.48 pm.

5.4. The National Office report was tabled and noted. Board directors urged to circulate updates to regions they liaise with as and when available’.

6. **TREASURER’S REPORT** – Chris Cronshaw

6.1. Reimbursement of Member and Officer Expenses guidelines paper and attachment tabled and noted.

B16/M16: The Board **RESOLVED** to approve the Reimbursement of Member and Officer Expense guidelines for a further three years and to be reviewed in February 2019. .. CARRIED

6.2. Emails from Tony Seymour and Steve O’Keefe regarding thoughts on how to address AAA’s declining membership and revenue, plus a proposed Alpaca Fleece Levy paper were tabled, discussed and noted.

It was agreed that these and other models would be investigated and recommendations would be presented at the May face to face meeting.

It was agreed that the WHS and HR policy and check lists would be considered at the board teleconference in March.

7. **AAA WEBSITE UPGRADE** –Annette Woodgate

Paper tabled and noted. It was recommended that each Board member had their vote recorded in these minutes for the acceptance and adoption of this report and for IT Connexion to be advised so that the project can commence as soon as possible.

The discussion centred around the costing to update and refresh the website. It was noted that the main AAA website consisted of over 500 pages, and potentially much of this content was not required (ie 80 pages of news stories dating back many years, 20 pages listing the articles in each Alpacas Australia magazine). Several regional websites also contain over 500 pages, and it was noted that many regional websites have either no information or out-of-date information in many sections/pages. The proposal from IT Connexions needs to be amended to include a project plan and timeline, and to reflect the agreed scope of work (ie main AAA website only).



B16/M17: The Board **RESOLVED** to proceed with an update of the main AAA website by rationalising the content... CARRIED

B16/M18: The Board **RESOLVED** to liaise with IT Connexions for a revised proposal to redesign the main AAA website and migrate to the current Joomla version. ... CARRIED (Jeff Willis abstained)

Action: In conjunction, Annette, Michelle (& others, if interested) will prepare a communication to the regions with the aim of encouraging the regional committee to conduct a rationalisation of the content on their regional site, so that a costing can be obtained to migrate those to the current Joomla version.

8. MEMBER SERVICE WORKING PARTY – Annette Woodgate

Paper tabled and noted.

B16/M19: The Board **RESOLVED** to disband the current MSWP as their work is now complete. .. CARRIED.

The board thanks those members for their worthwhile efforts in this endeavour.

Action: Annette Woodgate to send a letter of thanks to members of the working party.

9. IT INFRASTRUCTRE REVIEW AND SCOPING STUDY UPDATE - Fiona Vanderbeek

Report tabled and noted and accepted.

10. PARADERS AT 2016 NSS – Fiona Vanderbeek

Report tabled and noted.

Action: Fiona Vanderbeek to request budget from Youth Development committee for the 2016 NSS in South Australia.

11. GENERAL BUSINESS

11.1. Market Access Trade and Commercialisation update report provided.

11.2. M&H policy was identified as one of the policies that are due for review.

Action: MAT&C committee to review along with the Fibre & Fashion policy with a view to a consistent branding approach.



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11.3. Showing & Judging are planning to hold 2 judge training workshops that may span the end and start of the financial year. Final dates to be advised.

11.4. Next Meeting either 22 or 30 March. Most suitable will be advised.

Ian Braithwaite left the meeting 10.10 pm.

The Meeting closed at 10.17 pm

Chairman _____

Dated 22 March 2016 _____