



AUSTRALIAN ALPACA ASSOCIATION Ltd (AAA)
Minutes of the Board Meeting held via Teleconference
23 August 2016

1. CONVENING OF MEETING

Michelle Malt, President AAA declared the meeting open at 7.35 pm

PRESENT: Michelle Malt, Annette Woodgate, Chris Cronshaw, Jeff Willis (joined at 7.45pm), Fiona Vanderbeek, Dinah Fisher, Greg Scarlett.

IN ATTENDANCE : Esme Graham (to 7.53pm)

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 27 July 2016*

Minutes of the AAA Board meeting held 27 July 2016 as circulated were considered. Minor amendment to 6.2 B16/M59 should be “at cost”.

B16/M65: The Board **RESOLVED** to confirm the minutes as a true and correct record as amended. **ABSTAINED:** Dinah Fisher & Greg Scarlett **CARRIED**.

4.2. *Minutes of AAA Board meeting held 27 July 2016 (held in camera)*

Minutes of the AAA Board meeting held in camera 27 July 2016 as circulated were considered.

B16/M66: The Board **RESOLVED** to confirm the minutes as a true and correct record. **ABSTAINED:** Dinah Fisher & Greg Scarlett **CARRIED**

5. AAA ANNUAL MAGAZINE

Report tabled and discussed. Esme Graham left the teleconference at 7.55pm with the thanks of the Board.

B16/M67: The Board **RESOLVED** to not continue with the production of the Annual magazine. **CARRIED**

Action: Marketing and Promotions committee to explore other means of promoting the industry.

Contact with the Canadian Alpaca Association discussed regarding advertising to mutual benefit.

6. PRESIDENT'S UPDATE

Verbal report presented and discussed.

6.1. Main concern AGM organisation and communications. Certificates of Appreciation delivered to the Laughton family early due to personal circumstances.

6.2. Tag trial report received for NLIS.

6.3. Thank you letters to follow for NS&S volunteers

6.4. President and portfolio handovers underway

B16/M68: The Board **RESOLVED** to present Sarah Wheeler with a token of appreciation of the convener's efforts. **CARRIED**

Action: Greg Scarlett to investigate local options, report to the Board ASAP.

7. NATIONAL SHOW AND SALE MANAGEMENT

Report tabled and discussed

7.1. Alterations to the report tabled:

30 October 2016 - "All submissions submitted"

15 November 2016 - Board to appoint Convenor / Manager

B16/M69: The Board **RESOLVED** to delegate the oversight of the National Show and Sale to the Showing & Judging Committee, tasking the SJC to provide an evaluation of all submissions received to the Board, for decision. SJC will also provide advice and assistance to the appointed convening committee. **CARRIED**

8. TREASURER'S REPORT

8.1. FINANCIAL DELEGATION

Reports tabled and discussed.

B16/M70: The Board **RESOLVED** to endorse the recommended changes made by the Audit and Risk committee to the Financial Delegation Policy. **CARRIED**

B16/M71: The Board **RESOLVED** to adopt the Financial Delegation Policy for a further three years. **CARRIED**

The meeting moved in camera at 9.42pm

The Board moved out of camera at 10.39pm



9. STARTING WITH ALPACAS BUDDY PROGRAM

Report and accompanying papers discussed. Insurance and disclaimer wording discussed, possibly broadening terms to include diagnosis etc.

B16/M75: The Board **RESOLVED** to endorse the Alpaca buddy program. **CARRIED**

Actions: NSW CC&H Regional President to be notified and Michelle Malt to include communication from insurance broker in weekly board correspondence.

10. FACT SHEET ON “MONITORING THE HEALTH OF YOUR ALPACAS”

Report and supporting papers tabled and discussed.

B16/M76: The Board **RESOLVED** to endorse the Fact Sheet as presented. **CARRIED**

Action: Fiona Vanderbeek to examine / refer reformatting of the fact sheet

11. SHOWING AND JUDGING

11.1. Revised Fleece Scoring System

Report tabled and discussed

B16/M77: The Board **RESOLVED** to amend the Showing Rules to reflect this revised scoring system for fleece judging, to be effective from 1 January 2017. **CARRIED**

11.2. Showing and Judging Committee Members

Report tabled and discussed.

B16/M78: The Board **RESOLVED** to endorse the appointment of Karen Caldwell and Sharon Dawson to become members of the Showing & Judging Committee. **CARRIED**

12. GENERAL BUSINESS –COMMITTEE CHARTERS

Charters tabled and discussed.

B16/M79: The Board **RESOLVED** to endorse the updated Charter for the following committees: Showing and Judging, Training and Education. **CARRIED**

Action: AAA Directors to review Committee Charters in conjunction with Committee Chairs for Marketing and Promotion, Research Development Sustainability and Education, Market Access, Trade and Commercialisation, and Biosecurity and Animal Welfare and present revised Charter(s) for endorsement via email.

The Board moved into camera at 11.02pm.

The Board moved out of camera at 11.04pm



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12.1. Financial review teleconference to be confirmed by Chris Cronshaw.

The next meeting via teleconference is scheduled for 14 September 2016.

The Meeting closed at 11.07 pm.

Chairman _____

Dated 7 September 2016 _____