



Australian Alpaca
ASSOCIATION

AUSTRALIAN ALPACA ASSOCIATION Ltd (AAA)

Minutes of the Board Meeting held AAA National Office, Mitcham, Victoria

2-3 December 2016

1. CONVENING OF MEETING

2/12/12 - Ian Frith, AAA President, declared the meeting open at 1.05 pm

2/12/12 – Ian Frith, AAA President, closed the meeting at 5.19 pm

3/12/12 - Ian Frith, AAA President, re-convened the meeting at 8.40 am

3/12/12 - Ian Frith, AAA President, closed the meeting at 2.11 pm

PRESENT: Ian Frith, Annette Woodgate, Chris Cronshaw, Fiona Vanderbeek, Sharon Dawson, Andrew Hulme

IN ATTENDANCE: Kris Brown

2. APOLOGIES: Chris Williams, Nick De Bruyn (*available to attend meeting by phone if required*), Dinah Fisher

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 14 September 2016

Minutes of the AAA Board meeting held 14 September 2016 as circulated were considered.

B16/M87: The Board **RESOLVED** to confirm the minutes as a true and correct record. CARRIED (Email proxies were received from Dinah Fisher and Nick De Bruyn confirming the minutes as a true and correct record. **Abstained:** Ian Frith, Sharon Dawson and Andrew Hulme)

4.2. Minutes of AAA Board meeting held 16 October 2016

Minutes of the AAA Board meeting held 16 October 2016 as circulated were considered.

B16/M88: The Board **RESOLVED** to confirm the minutes as a true and correct record. CARRIED

5. PRESIDENT'S UPDATE – Ian Frith
Report tabled and discussed.

5.1. Overview provided regarding the current situation with AAFL.

Action: Chris Cronshaw and Kris Brown to draft e-news message to AAA members advising that the AAA board is considering selling its preference shares in AAFL at 40 cents per share and that any AAA members interested in purchasing are to contact the national office direct – to be reviewed by Ian Frith before distribution.

5.2. Ratification of Board Executive

B16/M89: The Board **RESOLVED** to ratify the appointment of the Board executive effective 16 October 2016 being Ian Frith, President; Fiona Vanderbeek, Vice President; Christine Cronshaw, Treasurer; and Nick De Bruyn, Company Secretary. CARRIED

5.3. Proposed PhD study regarding Selenium and Alpacas to be reviewed and logistics determined before decision made by the AAA Board to endorse.

5.4. Background was provided regarding the licencing for Manufacturers / growers of Australian Alpaca Fleece manufactured in Australia – a swing tag has been produced and will be provided only on Australian made and grown in Australia product.

5.5. One day Australia wide by region education program discussed for further review at the February board meeting with the discussion to be that regions devote 20% of their savings to be used in the education program.

5.6. **2016 National Show and Sale overview**

Report tabled and noted.

The National Show and Sale and Victorian Colourbration will be merged as one event and called the Australian Alpaca Spectacular. It will be held at the Bendigo Regional Exhibition Centre from 24 to 27 August 2017. Provided the show is a financial success in 2017, the event will then be locked in at this venue for 3 years from 2017 to 2019.

Action: Sharon Dawson to authorise all payments over \$5,000 and within the budget.

Action: Any expenditure not included in the budget and under \$5,000 to be approved by Sharon Dawson.

B16/M90: The Board **RESOLVED** to endorse the Australian Alpaca Spectacular proposal to be held on 24-27 August 2017 at Bendigo Showgrounds with Sharon Dawson as director liaison in charge. CARRIED.

Action: Sharon Dawson to advise Paul Haslin and Jenny Ford that the proposal was accepted and to commence preparation for the show and to advise of ideas for potential seminars to be held throughout the Show as well as a member Q&A to be held with the AAA Board.

Action: Fiona Vanderbeek to speak with Nathan Bailey regarding holding a seminar on the new registry.

Action: Sharon Dawson to advise AAA members the date and venue of the Australian Alpaca Spectacular via e-news and the website.

5.7. **2017 Australian Alpaca Week**

Report tabled and discussed. Australian Alpaca Week to be reduced to a weekend and to be held on 6 and 7 May. Regions to be encouraged to do their own marketing over the weekend using their own regional funds.

B16/M91: The Board **RESOLVED** to endorse 2017 Australian Alpaca Weekend to be held on 6 and 7 May 2017 with a heavy emphasis on Australian fleece and Australian manufactured product and for regions to be encouraged to do their own marketing that weekend using regional funds.

Action: Ian Frith to advise Dinah Fisher of the above.

5.8. AAA 2017 Corporate Calendar – dates for future meetings and events discussed and noted.

5.9. Fees and Charges

The board moved in camera at 3.13 pm

The board moved out of camera at 3.52 pm

6. **AAA REGISTRY UPDATE – Fiona Vanderbeek**

The board moved in camera at 4.06 pm

The board moved out of camera at 5.19 pm

7. **TREASURER'S UPDATE**

Report tabled and discussed.

B16/M92: The Board **RESOLVED** to endorse the upgrade to SAGE Evolution.

Action: Chris Cronshaw to advise Janette Law and to commence purchasing and implementation.

8. **PORTFOLIO UPDATES**

8.1. Member Service Working Party

Report tabled and discussed.

Action: Kris Brown and Annette Woodgate to review a membership card for AAA members - cost, format, distribution on a yearly basis.

8.2. Biosecurity & Animal Welfare

Report tabled and discussed.

Action: Fiona Vanderbeek to contact members in AlpacaMAP to determine if the program should be continued, given very limited participation.

Action: Training and Education and Biosecurity and Animal Welfare to work together to upgrade the content of the Alpaca Fact Sheets and to make them more visually appealing.

Action: Fiona Vanderbeek to inform the BAW Committee that the Richard Dixon Scholarship supporting an undergraduate to pursue an educational interest in camelids will be replaced by investment into postgraduate research into an area of importance to the alpaca industry.

Action: Ian Frith to contact James and Judith Dixon to advise that the AAA will now be channelling the funds allocated to the Richard Dixon Scholarship into postgraduate research on a topic relevant to the alpaca industry.

B16/M93: The Board **RESOLVED** to endorse Michael Davis as a new member of the Biosecurity and Animal Welfare committee.

The Board moved in camera at 9.59 am

The Board moved out of camera at 10.09 am

8.3. Company Secretary Update
Report tabled and discussed.

8.4. Showing and Judging Recommendation
Report tabled and discussed. Proposed rule changes for incorporation into the revised Showing Rules Manual discussed and approved. To be available to members by mid-December, in readiness for the 2017 showing year.

Action: Sharon Dawson to advise Showing and Judging committee of approved rule changes.

B16/M94: The Board **RESOLVED** to endorse Molly Gardner and Dianne Marks' appointments as a Level 2 AAA qualified Judge (NB: both appointed as level 2 in recognition of their status as level 1 judges in New Zealand)

B16/M95: The Board **RESOLVED** to endorse Marc Mulette's appointment as a Level 3 AAA qualified Judge.

B16/M96: The Board **RESOLVED** to endorse Dean Ford appointment as a Level 2 AAA qualified Judge

Action: Sharon Dawson to advise Paul Haslin, S&J Chair, of the endorsement of appointments.

The Board moved in camera at 10.55 am

The Board moved out of camera at 11.19 am

8.5. Marketing and Promotion update
Report tabled and noted.

9. **AHA - AAA LTD REPRESENTATION** – Fiona Vanderbeek
Report tabled and discussed and recommendations approved by the Board.

10. **AAA CONSTITUTION**
Annette Woodgate provided an overview of the Constitution to date and the content was discussed and reviewed by the Board.

Action: AAA Board to discuss the draft Constitution with Regional Presidents at the Council meeting in February and how best to promote its benefits to AAA members.

Action: Annette Woodgate to contact Sue Harris with revisions to be made to the draft Constitution for further discussion to be held by the Board and to see if she would be available to present at the February 2017 council meeting.

11. **AAA REGIONAL MERGERS**
On hold until early January for next Board teleconference.

Action: At the February Council meeting, Regional Presidents are to provide an overview of what their regions have done for the year (showing, education, training) and what it proposed for 2017. Andrew Hulme to provide ppt template to office for distribution to regional presidents.

12. **WEBSITE - ALPACA PRODUCT & SERVICES DIRECTORY & CLASSIFIEDS** – National Office
Report tabled and discussed.

On the refreshed AAA website, classified advertising will no longer be available and the Alpaca Product and Services Directory will be reinvigorated – AAA members to receive a free listing of their company name only but to pay for website link advertising which includes name, address and website link.

13. **AAA SHEARING VIDEO**
Report tabled and discussed.

B16/M97: The Board **RESOLVED** to not go any further with the production of the AAA shearing video.



14. GENERAL BUSINESS

14.1. AAA Magazine – discussion.

The Board determined to continue to print the AAA magazine until the current contract with the Magazine Editor expires on 30 June and to then proceed to an on-line version.

Action: Annette Woodgate to speak with Trevor Pavlovich to provide a quote for a hard copy magazine going forward.

14.2. AAA Volunteers covered by insurance – so far 25 per event are covered but it was highlighted by the 2016 convenor of the National Show and Sale that there are more than 25 volunteers for that show who need to be covered. Message from Regional Presidents is that 25 volunteers are enough.

Action: Sharon Dawson to advise Paul Haslin that the Australian Alpaca Spectacular can only run to 25 volunteers who will be covered under AAA insurance otherwise if more are required, AAA will extend cover. If Paul employs anyone then he must have workers compensation and public liability.

The Meeting closed at 2.11 pm.

Chairman _____

Dated 10 February 2017