



**AUSTRALIAN ALPACA ASSOCIATION Ltd (AAA)**  
**Minutes of the Board Meeting**  
**15 February 2019**

**1. CONVENING OF MEETING**

Friday 15 February 2019 - AAA President Ian Frith, declared the meeting open at 8.10am

Friday 15 February 2019 - AAA President adjourned the meeting at 17.10 pm

Saturday 16 February 2019 - AAA President re-opened the meeting at 17.20 pm

Saturday 16 February 2019 - AAA President adjourned the meeting at 18.30

Sunday 17 February 2019 - the President re-opened the meeting at 13.00

Sunday 17 February 2019 the President closed the meeting at 15.25 [SOK via phone from 2.03 17/2]

**PRESENT:** Ian Frith, Sue Harris, Steve O'Keefe, Sharon Dawson, Andrew Hulme, Ian Preuss, Trevor Parry

**IN ATTENDANCE:** Amanda Olthof

**2. APOLOGIES:** Nil

- 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. Sharon Dawson noted that she works one day per week for a company owned by Ian Frith

**4. CONFIRMATION OF PREVIOUS MINUTES**

The circular resolution **B19/M01** was recorded following signature by all parties on 26 January 2019

*That the showing and judging rules of the AAA be amended to bring the Suri Fleece Classes for the 2019 show season into alignment with the Huacaya fleece classes.*

*That the Most Valuable Fleece optional classes should be offered for both Huacaya and Suri from the 2019 show season.*

Minutes of the AAA Board meeting held 30 November 2018 as circulated were considered and a minor change

**B19/M02:** The Board **RESOLVED** to confirm the Minutes of the AAA Board meetings as a true and correct record. CARRIED

**5. MATTERS ARISING FROM PREVIOUS MEETINGS**

**5.1. Statistical Testing of Fibre**

Statistical testing of fibre was discussed. The testing done at Nationals last year regarding trim on / trim off was flawed for further statistical analysis. The mean from the testing has a large standard deviation, and reliance on the result on the fleece average micron. AH proposed to design an experiment to develop. Testing trim off and trim on changes



## 5.2. Phase in period for show uniforms

Confusion by some convenors of show uniform phase-in was discussed.

## 6. PRESIDENT'S UPDATE

- 6.1. President's report accepted as read.
- 6.2. President reported on recent positive meeting with AANZ President to build relationships. Collaboration discussed regarding judges, training program, eAlpaca.
- 6.3. Exploring the possibility of opening an International Judges Training School here in Australia, bringing Australia into the forefront of Judges' accreditation.

## 7. TREASURER'S UPDATE

7.1 Treasurer's report accepted as read.

The board has budgeted for an upgrade of the company's website and funds have also been set aside for another Chinese trade mission. Proceeds from last year's sale of the company's AAFL shares have been set aside for commercial development, research and development & youth development.

### 7.2. Balance Sheet

Overall the company's balance sheet shows that as at 31 January 2019 we had \$818,115 in cash reserves with \$62,591 in current liabilities.

### 7.3 State Youth Groups

Youth Group committees have been established in NSW, Victoria, Queensland and South Australia each with their own bank account and reporting to the AYE committee and the AAA Board. In June 2018 the board resolved to pay each of these State Youth Groups a quarterly capitation fee of 50 per cent of youth membership fees. These fees have been paid since July 1 and are to be used to assist in funding regional youth events. All Youth Group bank accounts are controlled by the National Office who also attend to their financial reporting.

### 7.4 Regional Treasury

The national office has been attending to all treasury and financial reporting for the Tasmanian region since July 2017, with finances maintained in a separate MYOB file and treated as a separate non-registered branch for GST purposes. From 1 July 2018

Tasmania has been brought into the main national office accounting file (just like NSW and the youth groups). Accordingly, Tasmania will now be able claim its GST input tax credits though similarly it must remit GST on all its taxable supplies. This will be attended to by the national office.

Regional term deposits can be opened for the use on capital expenditure. Policy to be determined to be used for capital purposes only, not for operational expenses. Last FY, regions has \$47k loss. Discussion on regional term deposits available for regions to use for capital purposes but not for operational purposes. To be revisited following council meeting

**B19/M03:** The Board **RESOLVED** to bank funds for future research and development as there are no immediate priority areas for R&D this financial year CARRIED.



## 8. Guest – Ian Sanders and Ryoko Uchido from NSW DPI

Ian Sanders and Ryoko Uchido from NSW DPI international Engagement presented to the Board on International Engagement opportunities. Commercial exports were discussed, in particular to Asia. The DPI is highly experienced in this area, including horticulture, wagyu beef and mohair industry. Japanese trade delegation to Australia a few years ago to look at Australian alpaca. Access into international markets needs to be developed to further markets to lessen reliance on single market of China. A strategic export plan to prioritise markets for the industry is required

## 9. eAlpaca UPDATE

### 9.1a Jointly owned cria of a jointly owned dam

The Board discussed the principle of breeding that the owner of the dam at the time a cria is born is also the owner of that cria and the principle that a registered animal can have only one herd prefix. The Board agreed that:

- where the dam of a cria is multiply-owned, the cria must be registered to a single owner but may be transferred from that single owner to the same multiple-ownership as that of the dam, free of charge.
- Where the multiple owners wish to acknowledge both herd prefixes they can register the cria with a name which incorporates the herd code of the owner which is not the herd code of the cria.
- Where this is not sufficient for multiple owners, they could register a new joint membership and hold their multiply-owned dams in that joint membership (which would have its own herd prefix). All cria would then have the herd prefix of the joint membership and be registered under it.

### 9.1b Registered alpacas that have been lost to the IAR register

Alpacas lost to the IAR register can occur when the person recorded as the owner hasn't been a member for over 12 months and therefore cannot transfer the animal to another; AND where a member transfers animal and at the time or later, rather than registering a transfer of the animal to the new owner, marks the animal as SOLD, EXPORTED or INACTIVE.

The problem may occur because the new owner is not a member, because the animal is intended to be exported or because the owner has sold the animal at a discounted price and not for breeding purposes. In all these cases it is not expected at the time of sale that the animal or any of its progeny will re-enter the herd register in the future.

At some time later, another breeder, often a newcomer to the industry, purchases an animal marked SOLD, EXPORTED or INACTIVE and wants the status of the animal returned to ACTIVE and to register a transfer of the animal to himself or herself. The IAR Rules do not allow for this.

The Board discussed and agreed that a new process will be developed for situations where both a transfer is required and for situations where registration of unregistered animals is required.

### 9.1c Purchase of recipient and unborn embryo from an ET program

It was a common practice under the ABRI system for breeders to purchase the female alpaca Recipient of a donor fertilised embryo and then, when the cria was born, to have it registered under their herd prefix on the basis that the breeder owned the birth mother at the time the cria was born. Such cria were registered as the offspring of the donor mother even though the purchasing breeder did not own the donor mother at the date the cria was born. It was taken that the purchasing breeder had purchased both the Recip mother and the unborn embryo and that in so doing had acquired the right to register the cria when born under their herd prefix. Some established herds are selling Recips at present on the basis that purchasers will be able to register the cria that the Recip is carrying, when born, under the purchaser's herd code.



The Board agreed to a process of recording this in eAlpaca manually and if there are many requests in the future, look at an automated process in eAlpaca

### 9.1d Ealpaca Change Requests

Ealpaca change requests were discussed and agreed.

## 9.2 SHOWING AND JUDGING

### 9.2a Showing and Judging Update

In 2019 SJC will examine a “breed standard” from all available industry experts to enable a thorough examination for the future. Results expected to be released late 2019 early 2020.

SJC has been developing standard operating procedures and streamlining many processes from judge allocation to judge training and judge intakes.

New show attendees are being assisted with information on eAlpaca when entering a show for the first time. This is a basic step by step information on what they need to do to enter and what they can expect at their first show.

Darren Hard has taken responsibility for Judge Allocations. Natasha Clark resigned from the Committee. Peter Kennedy-Gane has offered to assist the committee on an ad-hoc basis.

The S & J Committee (SJC) put together a Strategic Plan which will enable current and new Committee Members to understand the processes to which they need to follow.

### Judges Intake 2019

Train new up and coming Judges to join the ranks of our Australian Judges– calls for nominations will go out soon. Intake for May or June.

### Judge Training

Improve on our Judge training with Assessments that can be delivered by any Showing & Judging Committee. Work together with our head assessor to improve and document the Judge assessment procedures. Formalising the process to be undertaken by overseas judges seeking Australian judge status.

Judges travel and accommodation for shows is now being booked and paid for by the office, to avoid Judges being out of pocket for long periods of time.

TP requested that review show schedule – fleece meat and hides, new categories of show classes.

Showing and Judging Rules have been completed and uploaded onto website. Rule s56 discussed.

**B19/M04:** The Board **RESOLVED** to delete from rule 56 “and a maximum of 60 millimetres length for huacaya for short fleece shows” CARRIED.

## 9.3. Membership Services and Commercial register

IP reported on the working party looking at the Commercial register and whether this will be individual or flock registration. Either option would require an annual stock return.



As the requirements become clear, a specification will be developed to clearly articulate how each requirement will be met. This specification would also be used to estimate the expected costs in implementation and ongoing delivery.

A stock return for a commercial registry may be a starting point with the option of individual registrations if so desired:-

- Class 1 – Flock registration Cost \$x/animal
- Class 2 – Commercial pedigree

Could have brass tags for a Commercial register that have “C” prior to the number, and the cost of the tag includes the cost of registration. Suggested \$3 - \$4 for tag and registration.

For individual animals:

- No IAR numbers would be provided or recorded;
- Parentage would be recorded where available;
- Average weight of animals might be recorded at 12 months and 18 months. For herds:
- Registered by size of herd;

Process for data recording and management will need to be developed. There is a possibility to replicate the stud register as a commercial registration (without showing, ET, Joint ownership) but allowing for the stud sires, services or leases.

#### 9.4 Education and Training

TP presented on training requirements and suggested that AAA should prepare a series of short instructional videos and make them available for streaming (or downloading) via the website or Facebook.

These videos should cover, inter alia

- a) Selecting your shearer; saddle first or not?
- b) Timing of shearing
- c) Preparing your shearing space
  - i) Power
  - ii) Areas required
  - iii) Cleanliness
  - iv) Collection process – bags etc
- d) Assistants
  - i) How many?
  - ii) Task allocation
- e) Fleece Collection & Storage
  - i) White animals first
  - ii) Separate saddle, neck, belly, legs
  - iii) If high micron save all as long skirtings
  - iv) Unless instructed otherwise by selected co-op, bag each fleece separately and pieces by colour.

Steward training discussed. Need for more steward training in all states.



### 9.5 2019 National Show

Nationals will be held at the Canberra Epic Centre for the next three years running. Dates are:

- 23rd-25th August 2019
- 21st-23rd August 2020
- 20th-22nd August 2021

The Royal Canberra Agricultural Society are keen to work with the AAA to make this event a showcase of everything alpaca. Plans to include an alpaca garment competition, a dinner on the Saturday night, incentives for the public to attend, lucky door prizes and interactive craft stalls. The RNCAS will be assisting with promotion of our event and allow us usage of the discount available to them e.g.: stock feeds, hire fees and accommodation discounts.

### 9.6 2020 International Conference

SD presented on the plans for the 2020 International Alpaca Conference. The Committee based on NSW region members have been actively making plans and seeking sponsors, as well as developed a website for the conference. Sponsorship packages are being put together and will be on the website soon.

A professional alpaca fashion parade will be held on the Friday night.

Students from Ag schools and Textile Schools will be able to come for a nominal fee and will be educated on alpaca as a viable Agricultural business for meat, hides, fibre and genetics, speakers from all of the topics will speak to the students on the first day.

Currently calls are going out for speakers around the Pathways to Profit by-line. Opportunity for an International micron-band fleece show to be held at conference.

The Presidents of all worldwide Alpaca Associations will be invited to give a presentation on their Association, things they do to promote alpacas and general information about alpaca business in their country and all will be invited to be on the Q and A Panel which will be at the end of the Conference.

**B19/M05:** The Board **RESOLVED** to hold the International Conference at the Hyatt Hotel Canberra with the dinner at the National Arboretum **CARRIED.**

### 9.5 AYE

AH presented on the Young Paraders manual and competitions. Qualification of judges was discussed. AYE to determine the process for apprentice judges.

Dual qualification for AAA senior judges discussed. Apprenticeships are not required for already badged judges once they have done a training program. All are required to have a WVP check.

Two states have indicated that they are keen to have training workshops. Applications for youth judges to be looked at by AYE and if they have met the criteria and have referees, the AYE can appoint them. Apprentices to be examined and process through. Non-members cannot attend even if they pay.



Youth Paraders and Junior Judging need state qualifiers before being accepted into the Nationals. Youth calendar to be put onto the website.

**B19/M06: The Board RESOLVED that** to continue with the support of the AAA Board, who is encouraging of youth programs, the Australian Alpaca Youth is required to change their name to NSW Alpaca Youth and follow the AYE manuals as approved by AYE. **CARRIED.**

Discussion on the need to implement a national program that is neither NSW or Vic based.

**B19/M07: The Board RESOLVED that** each student a AAA member school can join in AAA events three times before they need to take out individual student memberships **CARRIED.**

Correspondence from NSW Youth group regarding judge allocation was discussed.

### **10 International Relations**

Trade missions were discussed considering the visit from the DPI guests. The importance and purpose of missions was discussed.

**B19/M08: The Board RESOLVED to** send a small delegation to attend the China to attend the CWTA Trade Fair in May 2019 **CARRIED.**

**B19/M9: The Board RESOLVED to** invite a delegation of approximately 10 CAAA breeders to come to Australia to learn about alpaca husbandry **CARRIED.**

#### **10.2 NZ Closer Ties**

Richard Farquar (NZAA President) requested a Memorandum of Understanding to look at closer ties on issues such as sharing costs on biosecurity, research and development, judges, Federation of International Associations, International judge training school, showing and judging rules. A draft MOU to develop a 'global hub' outside of Peru for the southern Hemisphere was discussed. SH and IF to go to NZ to present the idea.

**B19/M010: The Board RESOLVED to** work with AANZ to develop an MOU. **CARRIED**

#### **10.3 International Alpaca Society Proposal**

**B19/M11: The Board RESOLVED to** invite all international Presidents to form the Federation of International Alpaca Associations, with the inaugural meeting held at the Canberra IAC in 2020. **CARRIED.**

### **11 Strategic Plan**

The draft strategic plan was discussed and will be further developed prior to the next meeting following consultation with membership through the Council meeting.

[AH departed 13.40 Sunday]

### **12 Regional Regulation Survey**

The recently distributed regional regulation survey, forming part of consultation on potential changes to regulations was discussed. Response rate has been excellent, with over 100 responses in first 2 weeks.



All future surveys will give a heads up re the context and the reasons why to Regional Presidents, before, when it goes out and after.

Following completion of regulation consultation survey, there will be a draft of regulation changes go out.

### **13 Communications**

The review of the AAA website was discussed and need to ensure functionality with eAlpaca and that regional daughter websites will be covered.

Discussion on complaints received about Breeder of the Week concept.

### **14 General Business**

**14.0 Integrity Panel** Due to the number of phone calls from members that have caused distress to staff, all phone calls will be recorded.

Harassment policy and code of conduct needs to be reviewed.

**B19/M012: The Board RESOLVED** that an Integrity panel to be set up with all regional presidents as members. Subcommittee formed in the case of an incident, made up of 3 regional presidents to deal with the issue.

**14.1 Regional Term Deposit Funds** Regional term deposits were discussed

**B19/M13:** The Board **RESOLVED that** regions can request funds from the regional term deposits for capital expenditure purposes. **CARRIED.**

**14.2 Director Portfolios** Directors to come to next meeting with an outline of what they believe their portfolio entails, including role parameters and description.

14.3 - covered under AYE (9.5)

**14.4 – Breeder corro** regarding suri fleece length. **Action -** AO to draft reply explaining that association is in the middle of a trial and acknowledge the angst of the process but unfortunately cannot change during the trial.

**14.5** Request for AAA endorsement of Alpaca pellets at \$5 per tonne. Board discussed and would need \$25 per tonne for viability.

**14.6** Board agreed to advertisement in Camelid Connections for next three editions

**14.7** Promotional materials requested by regions. AO to develop materials, consult with regions and arrange for printing and distribution

**14.8** Australian Alpaca Weekend will be organised by individual regions in 2019

**14.9** Vincentia High School - Vincentia High school alpaca program was discussed. The program is still in place, and very supportive of the alpaca program.

**14.10 Facebook forum – held over to next meeting**

**14.11 – Membership drive – held over to next meeting**

**14.12 –** Letter from the Treasurer of the VER requesting permanent storage of panels in Berwick and the purchase of a trailer with VER regional funds to transport such panels was tabled. National Treasurer advised that he is open to such a request however it is largely dependent on the availability of panels for the National Show and accordingly SOK will perform a stocktake of all national panels and will discuss the matter with the 3 regional presidents in a separate meeting at Council and then report back to the board.





Australian Alpaca  
ASSOCIATION

The Meeting closed at 15.25

Chairman \_\_\_\_\_

Dated 29 March 2019