



AUSTRALIAN ALPACA ASSOCIATION Ltd (AAA)

Minutes of the Board

Teleconference

2 October 2019

1. CONVENING OF MEETING

AAA President Andrew Munn declared the meeting open at 13.00 on Wednesday 2 October 2019.

1.1. **PRESENT:** Andrew Munn (IM) Prue Walduck (PD) Rochelle Veitch (RV) Ian Preuss (IP)
Trevor Parry (TP) Sarah Wheeler (SW)

IN ATTENDANCE: Amanda Olthof (AO)

1.2. **APOLOGIES:** nil

1.3. **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. No additional declarations noted.

1.4. **WORK HEALTH AND SAFETY WHS** Noted that incident at Melbourne Royal show covered under RVAS insurance, so not an issue for AAA. RV as show convenor to follow up with RVAS.

2. PREVIOUS MINUTES

Minutes of previous AAA Board meetings were noted. AM requested all Directors familiarise themselves with previous minutes to get background on issues previously covered by Board. Discussion on opportunities to make amendments to standing resolutions. CEO advised that resolutions cannot be amended but new resolutions can be raised.

3. GENERAL BUSINESS

3.1. IP raised the opportunity for appointing Chris Bailey as a non-executive director for legal advice to the AAA. Chris may be approach when the need arises.

4. ACTION ITEMS

Outstanding action items discussed in general terms and AM requested that Directors look at what might be allocated to them when portfolios are announced.

5. EXECUTIVE UPDATE

5.1. **PRESIDENT'S UPDATE** – Andrew Munn

AM reported positive energy in the industry felt at Royal Melbourne show over weekend, which gave opportunity for Board to have informal meetings and discussions with members. Members have been asked to contact AM via email with their concerns.



5.2. CEO UPDATE – Amanda Olthof

CEO gave overview of office staff and processes and current activities

6. Appointment and Remuneration of Auditor

B19M97 The board **RESOLVED** to appoint RSM as auditors for the AAA under the terms outlined in the EOI provided.

7. COMMITTEE REPORTS

7.1. Showing and Judging

AM and PW to develop EOI for new showing and judging committee. Distribution to members, then appointment through Board resolution

7.2. Youth

Current disconnect in youth with youth committees in each state and AYE re decision making.

8. DIRECTOR ALLOCATION

B19M98 The board **RESOLVED** to appoint Prue Walduck as Vice President. Executive will be made up of President, Vice President, Treasurer and CEO.

Regional allocation to Directors:

AM – member liaison (O/S)

PW – VER and Tas

SW – VCR and QLD

TP – WA and SA (until new Treasurer allocated)

IP – SQNNSW

RV – NSW

Portfolio allocation:

Youth	Rochelle/ Trevor
Training and education	Sarah
Ealpaca	Trevor
Showing and judging	Trevor / Rochelle
Audit and risk	Treasurer
Market access and trade (exports)	Prue
Biosecurity (Q alpaca, NLIS)	Sarah
Animal health and welfare	Sarah
AWEX	Ian
Marketing and Commercialisation	Ian

9. REGIONAL ISSUES

AM to discuss regional financial accounting, and reporting, websites, regional plans and provision of regional minutes with regional presidents.

Council meeting dates to be coordinated by CEO



10. GENERAL BUSINESS

Review of motions passed and not passed at AGM held over to next meeting, along with change to Constitution re electronic ballot.

11. NEXT MEETING

Next meeting to be held by Teleconference with face to face meeting late Oct / Nov.

The Meeting closed at 15.15

Chairman _____ A MUNN _____

Dated 4 NOVEMBER 2019