



AUSTRALIAN ALPACA ASSOCIATION Ltd (AAA)

Minutes of the Board

Teleconference

3 December 2019

1. CONVENING OF MEETING

AAA President Andrew Munn declared the meeting open at 9.02am Tuesday 3 December 2019.

1.1. **PRESENT:** Andrew Munn; Michell Simberg; Prue Walduck; Sarah Wheeler Rochelle Veitch; Trevor Parry

IN ATTENDANCE: Amanda Olthof

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** No additional items.

2. CONFIRMATION OF PREVIOUS MINUTES

Minutes of the AAA Board meeting held 4 and 5 November 2019 as circulated were considered and amendments made

B19/M116 The Board **RESOLVED** to confirm the Minutes of the AAA Board meeting on 4/5 November 2019 as a true and correct record AM/PW CARRIED

3. MATTERS ARISING

Action items discussed and completed actions removed.

- The Board noted that the SJC at their recent meeting recommended to the Board not to hold Alpaca of the State but to leave to the regions to manage
- Lyn Dickson will send the process for judge apprenticeships out to the SJ committee for discussion
- Training judges have been discussed by SJC. They will come back to the Board with a recommendation to revert to a tiered system and no longer have training judges.
- Magazine was discussed. A paper to be prepared by CEO with options for the future of the magazine.
- Bale stencil was discussed, and issues related to quality control.
 - Board discussed that AWEX endorsed alpaca stencil would cover QA purposes, but lack of training providers to carry out training.
 - AM to write paper on AWEX classers qualification and process for qualification, including recommendations on accessibility and wool classing units at TAFE. QA for bales through alpaca classing COP and certified alpaca classers

4. EXECUTIVE REPORTS

4.1. PRESIDENTS REPORT

Some Board members attended AHA meetings and training last week and spent a day in the AAA office. AM is reaching out to international associations, developing the relationship with NZ.



4.2. CEO'S REPORT

Verbal report on AHA meetings, policy review, strategic plan, issues management manual and staff movements over Christmas.

4.3. TREASURER'S REPORT

No financial reports tabled.

4.3.1. BUDGET

Draft budget was presented with a request for all directors to look at their own cost centres and report back to Treasurer.

5. GOVERNANCE

5.1. STRATEGIC PLAN

Discussion on meat and hides and camelid licenced abattoirs. SW raised issues re Safemeat and NRS. Issue deferred to future meeting.

5.2. REGIONAL ISSUES

Regional hook up again this week. Focus on passage of information to ensure that accurate information is represented to the regions.

5.3. COMPLAINTS PROCEDURES

PW working on revision of Codes. Suggestion to have one Code of Conduct with annexes

6. MEMBER ISSUES

6.1. Ealpaca

Animal registrations post June 2019 have been attracting the pre-June bulk registration discount, ie. members were getting a bulk discount based on how many animals have been registered since 1/7/2018, rather than 1/7/2019. Total underbilling was \$3,120 (across 65 members). The Board agreed to invoice all members involved and TP will call all members with a charge over \$100 with an explanation.

List of eAlpaca actions is in progress and will be presented at the next meeting for update. Inclusion of waybill into show requirements has been added.

6.2. Integrity issues – in camera

7. COMMITTEE REPORTS

Portfolios to link back strategic plan and all provide an annual work plan

7.1. SHOWING AND JUDGING

First teleconference of SJC held.

- Breed standards reference group discussed and an EOI to go out for new members.
- RV has contacted all apprentices for bios and photos, but response has been poor. Action - RV to contact again re expectations.



7.2. AYE

EOIs received. RV and TP recommended following members:

- SUSAN HAESE
- VICTORIA CLARKE
- BILLINDA SCHIPP
- JANELLE JAGO
- Daniel Boote
- JULIE BLAKE
- LOUISE LAZARUS
- PAUL SOUTHAM
- LOUISE HOLBROOK
- KELLY ANN SACEY
- KATIE THOMAS

Recommendation on chair discussed. Committee to vote on the chair of the committee and come back to the Board for ratification.

Action - TP to discuss with sitting chair before announcement.

Action - TP to discuss with those applicants that were not successful.

7.3. 2020 NATIONAL SHOW

The Board agreed that the show must be an age show.

Action - All directors to consider, gather information and send via email / portal for Board discussion Board to reconvene in one week to discuss.

8. PORTFOLIO REPORTS

8.1. MARKET ACCESS AND TRADE

The Board approved the proposed charter and EOI for the Market Access and Trade Committee.

PW reported to the board on her meeting with representatives from the Department of Agriculture who outlined the challenges in the market access space. The necessity for a “pull” strategy from the European import side was reiterated.

8.2. BIOSECURITY

SW presented on progress with the revision of the Q Alpaca program and update the Board on progress with the NLIS database work. A reminder on the requirement of all alpaca owners to have a Property Identification Code (PIC) to be publicised.

9. GENERAL BUSINESS

B19/M117 The Board **RESOLVED** that the council meeting held in February to be postponed to next financial year

B19/M118 The Board **RESOLVED** that in light of a lack of response to the EOI for a Director to replace Ian Preuss on the Board, the Board will consist of 6 Directors only.

Meeting closed at 12.45

Confirmed 21/1/20