



**Minutes of AAA Board Videoconference
3 June 2020**

1. CONVENING OF MEETING

1.1. WELCOME Acting Chair Prue Walduck declared the meeting open at 11:15

PRESENT: Prue Walduck; Sarah Wheeler; Trevor Parry, Carolyn Austin; Andrew Munn; Cathi McMullen; Mick Williams; Brett Fallon

IN ATTENDANCE: Amanda Olthof

1.2. APOLOGIES: nil

1.3. REGISTER OF DECLARATION OF INTEREST - It was noted by the President that the 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. The new Directors tabled their declared interests. Carolyn, Cathi and Mick declared that they have an interest in the Breeders Choice Auction. Cathi declared that her partner is a member of the Biosecurity Working Group.

1.4. WORK HEALTH AND SAFETY WHS Staff are back in the office as Covid-19 restrictions have started to lift in Canberra.

Andrew Munn joined the meeting and took the Chair.

2. CONFIRMATION OF PREVIOUS MINUTES

Minutes of the AAA Board teleconference held 7 May, 15 May and 25 May as circulated were considered

B20M58 The Board **RESOLVED** to confirm the Minutes of the AAA Board video conference held 7 May as a true and correct record

B20M59 The Board **RESOLVED** to confirm the Minutes of the AAA Board video conference held 15 May as a true and correct record

B20M60 The Board **RESOLVED** to confirm the Minutes of the AAA Board video conference held 25 May as a true and correct record

3. MATTERS ARISING

Action items were discussed and completed items removed. AWEX code of practice reallocated from Trevor Parry to Mick Williams. All directors to check action items and update against their responsibilities

4. EXECUTIVE REPORTS

4.1. PRESIDENTS REPORT

Andrew gave a verbal report on the current issues of importance to the AAA. Discussion on ASEL space allowance for air transport. The AAA will go back to the Department to provide further information to clarify space requirements.

4.2. TREASURER'S REPORT

Carolyn Austin presented treasurer's report and provided a budget indicative of trends. Carolyn indicated that the company would be cash flow positive until the end of the financial year.



The company has received JobKeeper payment and will receive another stimulus payment for PAYG at the end of FY. 20/21 budgets are being prepared and adjusted to consider continuing pandemic impacts. The importance of membership renewal discussed and the value proposition of AAA membership. Reminder that show levy will increase to \$4 halter and \$2 fleece from 1 July. No board travel expenses have been budgeted for 20/21 FY.

The Board discussed the expressions of interest received for the Finance Audit and Risk Committee. All appointees must be full AAA members.

B20M61 The Board resolved to appoint Daniel Boote, Paul Maslen and Kevin Ekendahl to the Finance Audit and Risk Committee

4.3. CEO's report

The CEO presented a report summarising recent meetings attended.

The importance of the AOP and the linkages to the budget were discussed. Board "report card" is being produced

Member survey preliminary results discussed.

The purchase of a honour board for life members and past presidents discussed. (Action – Andrew to look at local artisans)

Amanda presented options for a board portal function that can be used by both the Board and committees. Two options are to be tested with the board.

5. GOVERNANCE

5.1. Portfolio allocation

Andrew – International engagement

Prue – Market access and trade

Sarah – Biosecurity, health and animal welfare (incl NLIS)

Carolyn – Treasury

Trevor – eAlpaca, SJC,

Mick – special projects

Brett – member services and internal marketing

Cathi – education and training

TBC (from above)- AYE

A robust discussion on AYE concerns including the need for a strong set of governing regulations.

5.1.1. Regional Liaison allocation

Andrew – all regional presidents

Prue – NNSWSQ; Tas

Trevor – WA

Sarah – QLD, VCR

Carolyn – all regional treasurers

Cathi – VER

Brett – NSW

Mick - SA

5.2. 2020 AGM

The AAA has set the date for the 2020 AGM as Saturday 26 September.

The board agreed to hold the meeting using teleconferencing technology as per clause 6.7a of the constitution.

Sitting directors Sarah, Carolyn, Mick, Brett and Cathi are all eligible to nominate for election.

B20M62 The Board resolved that should a ballot for Director positions be required for the 2020 AGM, to appoint TrueVote



Holding the AGM via video conference will require all members to register their attendance prior to the meeting. The Board also agreed that questions will need to be submitted in advance.

5.3. AAA Constitution

Two motions will go to the AGM this year. The first to delete the regulations as an annex of the Constitution and replace with a separate set of regulations in line with 9b, and resubmit the failed motion regarding youth from the 2019 AGM. Andrew to discuss with regional presidents at next fireside.

Explanatory papers and motions to be drafted, as well as replacement set of regulations for regional management.

5.4. AOP and Planning cycle

The Board discussed the 20/21 planning, budget and review cycle. All Board members to complete their portfolio action items

5.5. Policy Audit

The Board looked at proposed policies for discussion and development. Policy discussion and approval to occur out of session.

The board discussed and endorsed new codes of practice

B20M63 The Board resolved to endorse new Codes of Practice for Members and Exhibitors, Committee Members, Judges and Board Directors.

The new member's code to be loaded into eAlpaca for agreement by renewing members.

B20M64 The Board resolved to accept a new process for complaint resolution

The Board examined the proposed Guidelines for the annual "Shane Read" medal and endorsed the final guidelines and nomination process.

6. MEMBER ISSUES

6.1. Ealpaca Update

Trevor gave verbal update on progress with development requests including the a5 for ET cria.

Trevor will commence negotiations with Simplify Solutions on the contract renewal and will arrange a meeting between Nathan, Andrew and Carolyn to discuss the future of the relationship between AAA and Simplify.

Changes to eAlpaca to incorporate the A5 form and the camelid waybill to be included in the annual operating plan and budgeted for in the 20-21 FY. Trevor to begin negotiation of the eAlpaca contract shortly.

6.2. Recurring Membership Payments

The offer of recurring membership payments was discussed. Four studs had expressed interest in the offer following newsletter and social media promotion. The proposed amounts to be – additional \$25 annually for quarterly payments and additional \$15 for biannual payments. Risks of using an external company for this process discussed. Board agreed that unfortunately there was not the demand to offer this service at this stage. To be revisited when there is further demand.

6.3. 2020 National Show Update

EOI for 2021 national show convenors were discussed. The Board agreed to accept the offer of Paul Haslin and Lyn Dickson to run the 2021 show should it be held in Bendigo. The Board will call for expressions of interest for a 2022 convenor who can be mentored over the next 18 months by Paul and Lyn. The issues the convenors were experiencing with RVAS were discussed and the Board agreed to hold the 2021 show in Bendigo.



B20M65 The Board resolved to hold the 2021 National alpaca show in Bendigo with Paul Haslin and Lyn Dickson as convenors subject to a new budget being submitted.

Action - The convenors contact 2020 major sponsors and seek to have them rollover their sponsorship to 2021 in a quarantined bank account.

The Board discussed a proposal for a fleece show to be run in November with judging to take place in the Southern Highlands. Pauline Glasser and a small team to administer the show.

Accommodation for the administration team and the judge will be provided by Paul Haslin and Lyn Dickson at no charge with catering to be provided at cost.

The proposal that two fleeces from the same animal be entered was discussed. There may be a charge for required changes in eAlpaca – Trevor to investigate.

The Board agreed to the fleece show based on the proposal, and request that the convenors come back with a new budget based on making a significant profit and with the idea of value adding workshops. Sunk costs from the 2020 cancelled show must be recouped (convenors travel and accommodation)

B20M66 The Board resolved to support the mega fleece show to be held in November 2020. (BF disagree)

7. PORTFOLIO REPORTS

7.1. Market Access and Trade

No report

7.2. Biosecurity Health and Welfare

7.2.1. Q Alpaca Review

Sarah presented a proposal for a tender to go out for consultation of the review of QAlpaca.

The Board engaged in a robust discussion on the aims of the QAlpaca program and the requirements of members. The drivers of a biosecurity program discussed. Consultation with working veterinarians and AAA members will assist determine the future of the program. The requirement of a base biosecurity program that is attainable by majority of members must be a key consideration. The Board did not support going out to tender.

Sarah, Cathi, Mick and Prue as working group to develop an improved response to biosecurity for the industry.

CA left meeting

7.2.2. Sarcocystis in Alpacas

Sarah presented an information paper on sarcocystis in alpacas and potential future risks to the industry. Future research into sarcocystis to be included in an RD&E strategy for the industry for prioritisation of future funding.

Discussion on literature reviews on different topics for alpacas to be carried out by vet students on placements through Alison Lee at Vic DPI.

7.2.3. Supernumerary teats in male alpacas

Following an approach by two members about the male certification requirements in relation to supernumerary teats and a submission from a representative from the Australian Camelid Vets, the Board discussed the issue. The Board understands and acknowledges the issue raised as well as the implications of any suggested change.

B20M67 The Board resolved that 4 teats in an alpaca remains as the breed standard and a requirement of the male certification process.



There will be no changes to the male certification form or veterinary requirements.

7.3. Training and Education

No report

8. COMMITTEE REPORTS

8.1. Showing and Judging

Showing rules will be brought to Board at next meeting.

Convenor manual still in draft – awaiting SJC resubmission once aligned with showing rules.

Board recommendation that all judges complete two co-judging appointments to progress was discussed. Need identified, Board requested that the SJC come back with a quicker and more cost-effective way to achieve.

SW left the meeting

8.2. AYE

Discussion deferred to future meeting

9. GENERAL BUSINESS

CA returned to meeting

Various items of member correspondence and their responses discussed.

- The VER request for nationally owned pen panels to be housed permanently at Berwick was discussed. The Board reiterated the position that VER is able to use the national pen panels that are permanently based at Bendigo (without charge) at any time under the existing policy. Regional funds are available for the region to purchase panels or a trailer
- A proposal for a newsletter story promoting the Breeder's Choice Auction was discussed and the board agreed that it is a private event and advertising can be taken out either through the newsletter or the website.
- A member concern regarding the newsletter was discussed and will be responded to.
- The IAR database was discussed, and requests for provision of an electronic mailing list.

B20M68 The Board resolved that every halter judge must hold a full, joint or life membership of the AAA.

B20M69 The Board resolved that the database is not to be released to any parties, including members in an electronic form.

SW returned to meeting

Upcoming meetings

- Regional Presidents meeting – 11 June (PW and CA to also attend)
- FARC meeting – 17 June
- Board Budget meeting – 26 June

Meeting closed 18:10

Ratified 30 July 2020