



## Minutes of AAA Board Videoconference

18 May

09:00

Via zoom

### 1. CONVENING OF MEETING

**WELCOME** President Brett Fallon opened the meeting at 09:12

**PRESENT:** Brett Fallon, Carolyn Austin; Julie Wilkinson; Mick Williams; Prue Walduck Lee Sadler  
Sarah Wheeler

**APOLOGIES:** nil

**IN ATTENDANCE:** Amanda Olthof, AnnMarie Ashton-Wyatt (part)

### 2. DECLARATION OF INTEREST AND WHS

**2.1. REGISTER OF DECLARATION OF INTEREST** - It was noted by the Chair 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.

**2.2. WORK HEALTH AND SAFETY WHS** Nil reported

### 3. CONFIRMATION OF PREVIOUS MINUTES

**B21M24** The Board RESOLVED to confirm the minutes of the AAA Board video conferences held 20 April and 23 April 2021 as true and correct record. PW / JW

Lee joined the meeting at 9.16

### 4. GOVERNANCE

#### 4.1. AICD Principles

At each meeting the Board will consider and discuss the AICD's Not-for-Profit Governance Principles (Principles) as part of commitment to ensure good governance within the organisation. The Board discussed *Principle 5 – Risk Management*, which covers:

- *The board oversees a risk management framework that aligns to the purpose and strategy*
- *Directors seek and are provided with information about risk and how it is managed*
- *The board periodically reviews the risk management framework*

The Board agreed to be more mindful in future of risk management, to be more disciplined in examining detail and to apply more critical thinking to the risk management in decision making processes.

The Board agree that the FARC has not been used as well as possible, and now making sure that they are utilised for advice.

Action – ask FARC to develop a set of questions that the Board needs to consider for each decision

Action – FARC to be sent all draft minutes for comment on risk perspective

Action – add risk management explicitly to the Board paper template and add risk management as a standard agenda item

Action – Carolyn to follow up proposal from Daniel

### 5. EXECUTIVE REPORTS

#### 5.1. TREASURER'S REPORT

Carolyn Austin presented the P&L and balance sheet to the Board. Budget discussed. All Board members with projects encouraged to finalise projects this FY. Financial position I BF requested a new YTD report to display impact of financial changes made month by month



## 5.2. CEO'S REPORT

AO presented an update outlining recent meetings and issues including the membership drive. A communications plan was presented.

Action – AO to include guidelines on the member's only area of the website and the Facebook member's area.

AO reported that NLIS has been progressing through meetings with other livestock peak bodies and SAFEmeat. It appears that there are some hurdles and CEO meeting with the CEO is OSC next week.

## 6. BOARD ACTIONS

### 6.1. National Show

CA presented an updated budget for the National Show. Convenors to present any changes to the budget. If budget needs to be cut back, the livestreaming costs will be trimmed. Convenors to confirm management of the youth events at the show.

### 6.2. Covid Guidelines

Amendments to AAA Covid Guidelines discussed and agreed.

Action – Guidelines to be updated on website.

### 6.3. Showing and Judging Committee

Prue presented a paper on the re-establishment of the SJC. The Board discussed the applicants, and the roles of the committee. Lyn Dickson will sit on the committee as a short term and temporary member to hand over corporate knowledge on judge allocation.

**B21M25** The Board RESOLVED That the showing and judging committee should be made up of Jenni Smith as Chair, with Lynda Holdsworth, Sharon Dawson, Deb Trostian, Peter Kennedy-Gane and Molly Gardner.

Action – PW to advise the new SJC and then communication out to membership.

### 6.4. RD&E Strategy

Lee presented a draft of the RD&E strategy and noted that AAA is at the starting line with a large scope and a limited budget. A list of completed research has been compiled. The need for demonstrated strategic partnerships was discussed, as well as alignment with the strategic plan. Need to add in economic resilience of the industry and of producers

Action – Board agreed to hold a meeting specifically about the RD&E and sustainability aspects. The Board discussed two research proposals presented by BF. The Board agreed to finalise the RD&E strategy and then re-examine in line with the strategy

### 6.5. Financial Delegation Framework

The Board discussed an updated financial delegation framework.

**B21M26** The Board RESOLVED to accept the updated financial delegation framework

### 6.6. eAlpaca

The Board was updated on discussions relating to potential upgrades to eAlpaca in 6 key areas including:

- Transfer of inactive males
- Upload fleece and colour information direct via CSV files
- Upload cria birth information direct via CSV files from multiple herd management software
- Establish AAA's own alpaca herd management software within eAlpaca



- Establishing "Platinum" style memberships or Member "star" ratings on receipt of transfers via ealpaca

### 6.7. Animal welfare policy discussion

The Board discussed a draft animal welfare policy that focussed on the acceptance of the Code of Practice for Camelid Welfare, as well as specific policy positions on pain relief, castration and embryo transfer. Discussed the links with the sustainability framework.

The Board agreed to conduct stakeholder engagement with both members and other stakeholders (eg veterinarians, technicians etc) to discuss the policy positions and collate feedback for Board decision.

### 6.8. Market Access and Trade

AnnMarie Ashton Wyatt joined the meeting to present a draft export strategy covering both live animal exports as well as fibre exports. The aim of this strategy is to identify, quantify and prioritise market opportunities for the alpaca live animal and fleece production sectors in international markets to 2030.

The five pillars of the strategy are:

- Develop profile of the Australian alpaca industry
- Conduct market research on the existing and emerging markets in the alpaca livestock export trade, and scope international trends in fibre production and manufacturing
- Develop and implement an Alpaca Industry Biosecurity Program to meet current requirements and prepare breeders for future regulatory and technological changes
- Explore, develop and implement export revenue streams to support long-term sustainability and growth of the AAA to better represent Australian alpaca breeders
- Research and development into improvements in transfer/sale/export of genetic material.

The MATC will develop an Export Plan ensuring alignment with the biosecurity elements of the Sustainability Program.

**B21M27** The Board RESOLVED to approve the Export Strategy subject to some minor amendments

AnnMarie left the meeting

Action – AM to make amendments then circulate document

Action – soft launch and communications as the details need to be fleshed out.

### 6.9. Member Renewal Survey

The Board discussed the proposed questions on the draft member survey. The survey will be distributed on 1 June to all current members. Need to be clear in the introduction on how the information will be used (i.e. promote industry, advocacy, funding applications)

Action – MATC to meet to discuss what information might be needed

Action – survey to be distributed 1 June to all members.

## 7. Other Business

7.1. The Board discussed the requirements for a dispersal sale following an inquiry from a member. A dispersal sale points to an intention to leave the industry vs herd reduction sale.

Action – website addition to explain ways that people set up their alpaca businesses and that when selling animals there are a variety of ways, for example via individual private sales, advertising on eAlpaca or other applications, a herd reduction sale or if you have an intention to leave the industry, a dispersal sale.

7.2. The Board discussed the social media policy and code of conduct.



Action - Judges to be reminded on acceptable language and acceptable behaviour at AAA shows.

Action – Lee to come back with some possible suggestions re reputational risks re social media

Next meetings:

28 May – RD&E

22 June

20 July

Meeting closed 12.23

MINUTES RATIFIED 22 JUNE 2021