



**Minutes of AAA Board Videoconference**

**17 August 2021**

**09:00**

Via zoom

**1. CONVENING OF MEETING**

**WELCOME** President Brett Fallon opened the meeting at 09:06 with an acknowledgement of Country.

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

**APOLOGIES:** Julie Wilkinson

**IN ATTENDANCE:** Amanda Olthof

**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**

**B21M49**The Board RESOLVED to confirm the minutes of the AAA Board video conferences held 19 July, 20 July and 27 July 2021as true and correct records.

**4. BUSINESS ARISING** . The Board discussed ongoing action items and agreed to remove completed actions.

Mick Williams to look at the Guaranteed Australian Alpaca business rules in 2022 ensuring that the chain of custody for Australian alpaca is retained.

**5. 4. GOVERNANCE**

**5.1. 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 7 – Transparency and Accountability*, which covers:

- *The organisation's governing documents and policies relevant to its governance are available to stakeholders*
- *The board oversees appropriate reporting to stakeholders about the organisation's performance and financial position*
- *Transactions between related parties, if any, are disclosed to*
- *Directors' remuneration and other benefits, if any, are disclosed to stakeholders*
- *Members can ask questions about how the organisation is run and to hold the board to account for their decisions*

The Board agreed to send the AICD paper to the regional presidents as part of the next communications so that they have an understanding of accountability requirements.

**6. EXECUTIVE REPORTS**

**6.1. PRESIDENT'S REPORT**

Brett advised on current staffing and the difficulty in filling the finance officer role. Amanda will finish in November. Carolyn has agreed to resign from her Board role (time to be determined, prior to the governance dates for the 2021 AGM) and will take the bookkeeping role for the AAA under a MOU arrangement. This would have an agreed remuneration to the satisfaction of both parties. Mick Williams to take the role of Treasurer until the AGM This strategy allows for good

governance measures to continue at Board level, and acknowledges the extensive hours that Carolyn has been contributing in support of the office staff, and the improved satisfaction in the timeliness of the payments/reimbursements. A new role - Operations Manager will be developed. Board executive to be determined at the first meeting following the AGM. Mick, Lee and Brett to undertake the selection/interview process and report back to the Board prior to the AGM when appointments can be made.

## 6.2. TREASURER'S REPORT

Carolyn Austin presented the P&L and balance sheet to the Board. Budget discussed with changes to staffing. Budget to be reforecast as at 30 August and represented to Board. The Board discussed that membership renewals were behind target.

Mick raised afterpay as an alternative method of payment. Mick to investigate and present to Board at next meeting.

Transfer fees and new membership capitation was discussed and will be further investigated.

## 6.3. CEO'S REPORT

The Board noted that Simplify Solutions advised that they had inadvertently delayed implementing the "bulk transfer discount only applies within 30 days" change and it has meant that several transactions have gone through at the wrong price.

The Board discussed the AAA Partner program and the request from WOA and noted the inherent value of member information. Action – Amanda to go back to WOA with alternative offer.

# 7. BOARD ACTIONS

## 7.1. ANIMAL WELFARE

Following stakeholder consultation meetings in June 2021, one with veterinarians and government representative and one with AAA members. The meetings demonstrated that that the industry needs some baseline policies in order to advocate for change. T

The issue of embryo transfer is considered too sensitive and contentious with AAA members who perform the procedure and will not be pursued at this stage, noting that the absence of a policy makes it difficult to protect and advocate for the practice to be conducted by lay practitioners

**B21M50** The Board RESOLVED the wording of an overarching animal welfare statement that outlines that welfare is a key priority for the AAA and as the peak national body for the alpaca industry in Australia, we believe that the industry will benefit from a united approach to animal welfare

**B21M51** The Board RESOLVED a policy on alpaca castration that includes:

- Castration is performed in a hygienic and competent manner with the use of pain relief in all cases; by a veterinarian in certain jurisdictions according to legislation.
- Rubber rings (such as Elastrator®) must never be used to castrate camelids as their scrotal anatomy is unsuitable.
- Cryptorchid males must have both testes removed during the same procedure to ensure hemi castrated males are not created.
- Alpaca males sold with no intention of use within a breeding program must be castrated prior to sale.

**B21M52** The Board RESOLVED a policy on Pain Relief Policy outlining that the AAA promotes the use of appropriate and effective analgesia during all potentially painful livestock husbandry procedures.

The board noted that other livestock industries have a government endorsed “Code of welfare Practice” or “Welfare Standards and Guidelines”, however the alpaca industry does not. The Board noted the Australian Veterinary Association’s Australian Alpaca Veterinarians Code of Welfare for Alpacas and Llamas Australia.

**B21M53** The Board RESOLVED to endorse and promote the Australian Veterinary Association’s Australian Alpaca Veterinarians Code of Welfare for Alpacas and Llamas Australia, 2016 as the guideline outlining the minimum standards and recommendations relating to all aspects of alpaca welfare.

#### **7.2. Alpaca CheQA / Biosecurity**

The Board noted the work that has been done to develop a replacement biosecurity program for QAlpaca. The levels Alpaca CheQA Farm Protect is the base model available for all AAA members at no cost, with no audit. Alpaca CheQA Secure is the next level up biosecurity available for any AAA members. Designed with the intention of replacing QAlpaca. This will require consultation with existing QAlpaca members. Potential for desktop reviews every 2 years, and external on farm audits every 5 years. Audit costs and membership costs to be determined, but recommendation is for it not to cost AAA (user pay system). Alpaca CheQA JD PLUS is proposed to be the add on module of biosecurity specifically designed for Johne's Disease. Alpaca CheQA Secure is the minimum level of biosecurity required to apply for JD PLUS accreditation. Subsequent to that it will need reviewed by the WA Ag Dept, and existing QAlpaca members. Audit costs to be minimal (user pay system).

#### **7.3. NLIS / Traceability**

The Board noted the ongoing consultation with both the Integrity Systems Company and AHA to continue the pathway for alpaca traceability. CEO has written to Safemeat to request observer status at Safemeat advisory group meetings. The Board noted the SAFEmeat recommendations to the National Biosecurity Committee reform on recommendations for NLIS to ensure it remains fit-for-purpose into the future

**B21M54** The Board RESOLVED to endorse the 5 recommendations made by SAFEmeat to the NBC.

#### **7.4. Showing and Judging**

The Board noted the August 2021 SJC minutes provided by SJC Chair Jenni Smith. The Board noted that royal show update as a good summary of the current situation. Action – Prue to request SJC clarify further, in particular clarify what per diems are paid by show societies directly to judges. The Board also noted that convenors are to be advocates for the AAA and the use of the eAlpaca system. Encourage convenors to present the solution to the show society.

The Board noted the request for a change to the SJC Charter. The Board agreed to review the Charter, with a focus on the quorum and accountability for judge training removed from SJC tasks. Quorum to be 60% of committee members.

Judge upgrade policy was discussed. The Board agreed that a pass must be achieved in every category in order to move forward a level.

### **7.5. Alpaca Farm Protect – Biosecurity System**

The Board discussed a proposed entry level biosecurity program developed by combining the two existing biosecurity plans. This will not replace QAlpaca, which is quality assurance program. This system will not rely on auditors but will be a system based on honesty and continual improvements. but will act as a base level to leverage aspects of biosecurity, link through to eAlpaca and fit with the sustainability program.

The Alpaca Farm Protect program will include reference and education material. The Board discussed issues of including non-registered stock. Mandatory aspects will include waybills, RAM (restricted animal materials), an explanation for all deaths (but not requiring post mortem) and the use of eAlpaca. Alpaca Protect is proposed to be nil cost to members. The Board agreed to progress this project. Board agreed to take this proposed system to AHA for assistance with the development.

### **7.6. AYE Update**

The Board noted that the AYE has not been able to reach a quorum at recent meetings. The Board agreed to refresh all AYE positions with the exception of the Chair. EOI to be distributed for new AYE members in line with the Charter for the Committee.

## **8. Other Business**

- 8.1. Shearing Shed Guidelines require input and will be reviewed at next meeting
- 8.2. Prue to chase up results of Fleece Survey with MATC.

Next meetings:

21 September

Meeting closed 11.30