



Greater Appalachian Llama and Alpaca Association

Board of Directors Meeting
Teleconference
March 14, 2012

Meeting called to order at 7:08pm

Board Members Present: Paul Hastings, Terry Beal, Miranda Brown, Deb Elias, Tracey Gaul, Jane Hamilton-Merritt, Carol Millard

Industry Liaison Present: Chuck Leach

Board Members Absent: Erika Cadreact, Kathleen Patterson

Treasurers Report:

1. Final financials were presented for FY2011. Report attached.
2. Financials for January and February 2012 were presented. Newsletter advertising was significantly higher than last year due to some of the monies were from advertising in December's newsletter.
3. Discussion about developing an annual budget to help guide the use of monies led to Chuck, Miranda and Carol to work on a budget to present to the BOD.
4. Treasurer suggested we hire someone to do the annual audits. It is a big job and needs to be done in a timely manner. **Motion** by Terry Beal to have the Treasurer find someone locally and outside the organization to do the audit. Miranda Brown seconded. Motion approved. The Treasurer will seek approval of funds once a proposal is presented to the BOD through email.

Membership Report:

Miranda Brown reported that this is the quiet time of year. She is working on the member renewal letter that will go out in May. Cheryl Montgomery was reported by Carol to be interested in turning the New Member Packet job back. Carol Millard will now do that job.

Committee Charters:

Terry Beal sent the BOD a proposal about setting up formal committees. This would give each committee a formal purpose and charge that will be acted upon by the BOD. The committees will give members the chance to participate in the governance of the organization. There was discussion as to whether these would be standing committees or appointed committees by the President. Most at this time are probably going to be

appointed. BOD members are asked to bring to the next meeting the committees they think are needed to move the organization forward.

Old Business

Approval of Minutes: Terry Beal moved to accept February 8, 2012 BOD minutes; Seconded by Deb Elias. Motion approved.

Endowment Discussion: Discussion revolved around a possible structure of another Endowment Committee that includes existing members of the current ad-hoc endowment committee, Jane Hamilton-Merritt, Chuck Leach and members at large. Several past presidents and members with a good history of the development of the endowment fund are available to be on this committee. The Treasurer wants to assure the membership that these monies have not been used at all. The existing committee was working on what the history of the fund was so there could be a clear policy and does the membership have ideas of other uses for these monies. **Action:** Chuck Leach will provide a historical perspective and send it to those that were involved in the development of the fund in order to have a starting place for any future committee work. The BOD will bring to the next meeting their thoughts on what would be the charge to a new Endowment Committee.

Librarian and Future of the Library: Cynthia Rossi sent the BOD the following requests:

1. Create a volunteer Historian/Archivist to manage all the historical/archival materials she is housing at this time.
2. Charge the Librarian to identify those historical/archival materials and ship them to the new Historian/Archivist.
3. Charge the Librarian to curate the collection in order to develop a good working library of materials. Duplications of materials could be auctioned at the conference or donated to other organizations.
4. Charge the Librarian to update library guidelines, including the policy on acceptance of donated materials.

Motion: Jane Hamilton-Merritt moved to give the librarian the authority to identify historical/archival materials and ship them to a person designated by the President, curate the collection to develop a good working library of materials, and propose updated library guidelines to the BOD. Seconded by Terry Beal. Motion approved. Deb Elias will contact Cynthia about how much of the materials she has is of historical/archival nature.

Lars Last Equipment Donations: Paul Hastings suggested that the two chutes that Lars has donated to the organization to sell be put in the newsletter, on Facebook, and a blast email. There was agreement that these are good venues to alert the membership to the availability of these items.

Gala Logo: Paul Hastings will contact Sara Davis about the Gala Logo that was being produced by someone she knows in high definition. If that person is not able to

complete that task, we will find another to do that. It is important to have that available for quality printing.

Other: We need to be mindful that the BOD needs to appoint 3-5 members to the Elections Committee. Jane Hamilton-Merritt volunteered to be the Chair.

New Business

GALA Newsletter: There was discussion on how to get more members involved in providing articles or information for the newsletter. Paul will add an appeal to his next Presidents message in the newsletter.

Next Meeting Date and Time: April 11, 2012 7:00pm

Meeting Adjourned at 8:53 pm

Respectfully submitted,

Carol Millard, Acting Secretary