



Maryland Alpaca Breeders Association

Board of Directors Meeting Minutes

March 2, 2006

I. Call to order

Jess Armstrong called to order the Board of Directors meeting of the Maryland Alpaca Breeder's Association at Morgan's American Grill on March 2, 2006 at 6:46pm in New Market, MD.

II. Roll Call

The following Board members were present:

- Jess Armstrong, President
- Barry Clark, Vice President
- Charles Gulotta, Treasurer
- John Petersam, Secretary
- Josephine Gilman, Member-at-Large (via conference call)
- Patti Anderson, Past President

The following non-Board members were present:

- Valerie Perrin – Co-Chair Education Committee
- Scott Gove – Co-Chair Education Committee
- Chris Armstrong – Web Committee

III. New Business

○ Breed Standard Survey/Conference

- Valerie Perrin:
 - They have called Linfield in Frederick, but need to talk with MAPACA about budgeting. One room, 2 days = \$4,000 with catering (\$30 / person for lunch, breakfast, probably more than necessary).
 - Speakers travel estimated at \$5,000.
 - Speakers \$1,000 for 2 days, 6 speakers.
 - Total Budget: \$18,000.
 - Set up to be an educational seminar on breed standards – not a debate. A type conference.
 - A list of preset questions for the panel to answer.
 - Needs a list of speakers, preferably with speakers that can speak on other breeds.
 - AOBA wants a panel of vets (at least 2), someone from show administration, a panel of judges, and an approved moderator.
 - We need to be an AOBA certified type conference because they will not consider our results if we are not.
 - That requires having an AOBA approved moderator.

- We might try to get Dr. Sponenburg from Virginia Tech to talk about Alpaca genetics. Ingrid Wood would know how to contact him.
- Jess Armstrong – very important to play by the rules so that it helps us later with AOBA.
- Scott Gove - MAPACA has indicated that they will subsidize the event if we charge a \$50 registration fee.
- Jess Armstrong – all board members should have a response to the Breed Standard survey questions to Valerie and Scott by next week.
- Target Date: Last Weekend in July or at another Locale. The 3rd Week in August matches the Suri Network.
- If we have 200 people and under, we can have another room.
- Jess Armstrong – we need feedback about the present survey.
- Chuck Gulotta recommends a door prize to get people to finish the survey at the end of the type conference.
- Valerie Perrin – The exit survey is imperative.
- John Petersam – Could we have an entrance survey to see how people respond after hearing the conference?
- Jess Armstrong – Is any other help required? Scott Gove, yes, but not yet.
- Barry – moves to have the survey completed, Chuck seconded it. Unanimously approved by the board.

○ **Treasurer's Report**

- Chuck Gulotta:
 - Full membership fees: \$2,850
 - Calendar Listing: \$20
 - 2 Associate Memberships: 125
 - Winter Lecture: 188.60 profit
 - Total Inflows: 3183.60
 - Carried Over: 3000.00
 - Wayne has some money ~ 100 – 200
 - Outflows:
 - 90 day overdue for tax preparation \$93
 - Tax related bill, total so far \$367.50
 - Printing & reproduction for ballots \$163.59
 - \$5816.10 in the account now.
 - \$500 for graphics & website management outstanding (Grindstone Graphics).
 - 38 full members, 8 new members have joined.
 - We lost a couple of old members, we have followed up with them but don't know what has happened.
 - Barry moves to accept the report, John seconds it.

○ **Website Improvements/Budget**

- Chris Armstrong
 - The website is not automated.
 - Have proposed to automate parts of the website, allow members to maintain their own contact information.
 - Steve Quigley has a quote from a company to automate specific portions of the website.

- Independent organization that does database management.
 - Membership renewals have been quite a hassle.
 - Chris's recommendation is to hold off on automating the member directory database at this time of the year because we don't have an influx of members.
 - Does not recommend the resource directory because we already get spam email from gambling/porn sites.
 - Alpacas for sale / studs for hire sections. Members in general have not used it. That would be a good place to start. Consider giving a free listing to every MABA member to fill up the site.
 - Recommends not going with just the cheapest service, but wants to be fiscally responsible.
 - Maybe use PayPal.
 - Patty Anderson – Paypal is a good idea.
 - John Petersam - \$150 per hour seems like a high price (industry standard is about \$100). John has recommended vendors that would be cheaper. Use your own vendor if you don't like them.
 - Chris Armstrong – Time is of the essence, Steve Quigley knows them.
 - Jess Armstrong – Vote could be by email.
 - Patty Anderson – Secretary would need to track it.
 - Chris asked that John forward the vendor to both Steve & herself.
 - John Petersam – Go with what you feel most comfortable.
 - Chuck motions that we have another bidder by the next meeting, and a brief board meeting to review all proposals and approve something. Barry seconds it.
 - John recommends giving non-board members free listing for volunteering.
 - Patty Anderson proposes that we not charge members for event listings. By offering free listings, we hope that the members will identify and post upcoming events, thereby drawing more traffic to the web site.
 - Chris – we need to round up the people that have offered to be on a committee. We should have an event committee to keep the calendar filled.
 - Patty – The event committee should have guidelines to approve listings.
 - Chuck – we need to educate people and define event committee tasks.
 - Chuck can give the membership to Harryette Cipoletti.
 - Chris feels the best recommendation is to automate the Alpacas for Sale and Studs for Hire. The board should budget to have the membership portion for this fall.
 - John makes a motion for Chris's recommendation, Chuck seconds, All approve.
- **Committees – Volunteers**
 - Jess Armstrong, already discussed, need to talk about at the next meeting.

- A member-at-large should be a liaison for each committee.
 - Jo Gilman – Event Committee
 - Cathy Drennan – Membership Committee, Fiber Committee
 - The other committees (e.g. Website & Education) need to be assigned later.
 - Patty Anderson – the board member should provide a direction to the chairperson.
 - Barry thinks we should remind people that part of being a member is being on a committee.
 - Chuck states that PAOBA has better representation and we need to strive for that.
 - Valerie – the events committee should create guidelines for the event types and collecting from AOBA's calendar.
- **Board Roles**
 - Board members will continue in their elected roles.
 - Jess Armstrong – at the next meeting, who will serve for two years and who will serve for one year.
 - John Petersam, Chuck Gulotta, & Jess Armstrong request to serve 2 year terms.
 - Barry Clark requests to serve a 1 year term.
 - Jo Gilman requests to serve a 1 year term.
 - **"Open Mic" for topics to consider for future meetings.**
 - Jess Armstrong – Will we sponsor a MABA booth at the State Agricultural booth? We already missed the deadline. He will call Janet and ask about space. Jess will do some loose recruiting to see if anyone will do it.
 - Scott Gove
 - The winter seminar was under budget, and made more than forecasted.
 - Got two new members.
 - Got a couple other farms that are potential members as a result of it.
 - Need to do a better job of getting membership to attend the seminars.
 - Valerie Perrin added that the Education committee seminars/projects reflect the topics requested by the membership.
 - John Petersam recommends sending out reminders. Just tell him when they need to go out and he will make an Outlook reminder.
 - Patty Anderson recommends making phone calls, let the board members call 3 or 4 people to remind them and discuss the type conference with them.
 - Chuck recommends getting people to fill out the AOBA survey.
 - John recommends a Camelidynamics seminar, and will forward information to Valerie.
 - John / Jess - Can send an email to remind the members that minute meetings have been posted.
 - Chris – we need to send a reminder for membership meetings.

- John - Monthly email-based newsletter – maybe put together by the events committee.

IV. Future Meetings

- BOD meeting 3/12 at 1:00pm.
- MABA meeting 3/12 at 2:00pm.

V. Adjournment

John Petersam motions adjournment, seconded by Chuck. All approved.
The meeting adjourned at 8:15pm.

Minutes submitted by: John E. Petersam
Secretary
Maryland Alpaca Breeder's Association