

**Maryland Alpaca Breeders Association
Board of Directors Meeting
Via Teleconference
March 8, 2010**

Patty Mattingly, President
Jackie Mathiason, Vice President
Stephanie Morrison, Treasurer
CJ Parnell, Secretary
Joyce Miskovic, Member-At-Large

CALL TO ORDER

The Board of Directors gathered via teleconference on March 8, 2010 at 7:30 pm. Once everyone was on the conference call the meeting began at approximately 7:45 p.m.

AGENDA

Roles and responsibilities of each board member

President

- Is the general manager of the Association, and represents the Association in all matters.
- Presides and maintains order and control at all Board and Association meetings.
- Appoints and supervises Committee Chairs and is ex officio member of all standing committees.
- Can sign Association checks as needed.
- Is receptive to the members of the Association in order that the goals of the Association are met.
- Submits a President's Message in newsletters.

Vice President

- Assumes the duties of the President in the event of the President's absence or inability or refusal to act.
- The Vice President shall schedule membership meetings, reserve the location and coordinate the refreshments.

Secretary

- Is responsible for all official Association correspondence and communications via email or snail mail.
- Is responsible for taking minutes of all Board and General Membership meetings; submitting said minutes to the Board of Directors for approval; and posting the minutes to the Association's website.
- Maintains the Association membership records containing current owner's names, addresses, phone numbers, and renewal dates.
- Serves notice of Board and Membership meetings.
- Works in conjunction with webmaster to keep the Association information up to date on the Association's website as needed.

Discussions:

Membership: CJ Parnell inquired about the individuals who should be notified when new members sign in or members renew. S. Morrison stated that currently the Treasurer and the Website Liaison (WL) are notified. The WL is Currently Chris Armstrong. When payments are made the WL will activate the memberships on the website. CJ Parnell will continue to work on arranging a time with Chris Armstrong to discuss the website and membership processes. CJ Parnell inquired about changing the renewal date to be annual instead of using the date that members signed up to further eliminate membership renewal monitoring. S. Morrison said that it could be done with a little work on the financial end so that all members were not losing "time" on their memberships. P. Mattingly stated that she likes the current process because the renewal is not due when everything else is due. CJ Parnell suggested that MABA could choose a different month other than January as the annual renewal date so as to not contribute to the burden of other affiliation renewals coming due at the same time.

Membership Drive: CJ Parnell inquired about how would we could get the names of new AOBA members and ask them to join MABA. S. Morrison stated that in the past an individual would go through the AOBA directory and manually identify new members and then someone would make a phone call to invite them to check out MABA. This endeavor worked very well in the past.

Website: P. Mattingly stated that the website has not been updated as of this meeting and feels that this needs to be completed as soon as possible. She also inquired about the passwords to the website so that the current BOD can operate effectively. S. Morrison stated that currently the Treasurer and Chris Armstrong are the only individuals who have password access to the website. S. Morrison stated that the Membership roster is the only area where access is needed by BOD. P. Mattingly stated that Chris Armstrong has done a wonderful job with the website and should be acknowledged for her work. S. Morrison suggested that P. Mattingly & CJ Parnell have a conversation with Chris Armstrong about the website. CJ Parnell stated that she would continue to

work on setting up a mutually agreeable time to talk with Chris Armstrong by phone.

Website Overhauling - Discussion about the cost of web-hosting and web master. S. Morrison suggested that P. Mattingly & CJ Parnell talk to Steve Quigley about our options. P. Mattingly will call Steve Quigley and get back to the BOD.

Minutes: Discussion about how the minutes would be disbursed and approved before going on the website. CJ Parnell stated that normally Minutes should be disbursed to the BOD via email to be reviewed. At the next meeting there should be a call for the approval of the Minutes by a Board member. If any Board member had changes then the Minutes could be approved as amended. Then the Minutes could be posted to the website for the general membership to view. It is generally not an efficient use of time to read the Minutes out loud at meetings. All BOD were in agreement of this process going forward.

Communication:

J. Mathiason stated that there needs to be more open communication between BOD & membership. S. Morrison agreed and stated that the Board cannot control members not receiving their emails nor reading them.

J. Miskovic suggested that a newsletter could be a good start to get the information disbursed and that she had some time to work on a newsletter. Discussion about the frequency and the types of information that could be included in the newsletter. Items to be included could be hay, vet, and lab resources, etc. An electronic newsletter would be tried first because it wouldn't cost anything. Get the response of the membership on the newsletter and see if there is any interest.

Treasurer

- Is the chief financial officer of the MABA.
- Is responsible for the collection and disbursement of funds and the maintenance of Association bank accounts.
- Is responsible for monthly and year end financial statements and maintaining the Association's book of accounts.
- Signs checks for the Association.
- Is responsible for filing all appropriate tax returns in a timely manner.
- Serves as the Show Treasurer.

Member-At-Large

To assist in any area that needs additional support.

EDUCATION

P. Mattingly stated that Scott Gove mentioned that Kevin O'Leary submitted a proposal for under \$1K for the expenses of a one-day fiber seminar.

P. Mattingly stated that she contacted Ian Watt who submitted a proposal for \$2,300 for the expenses of a two-day fiber seminar. S. Morrison stated that 2-day seminars would be hard to get the interest of the membership.

CJ Parnell stated that she sent an inquiry email to Cheryl Gehley regarding her seminars on fiber. Because Cheryl Gehley was traveling it is anticipated to receive a response by our next meeting.

P. Mattingly stated that hopefully by the next meeting we'll have all the information regarding the educational seminar to determine which opportunity will be pursued. Subject is tabled for next meeting.

SHOW PROPOSAL

S. Morrison stated that Chris Armstrong called to say that the proposal will be submitted early next week. Subject is tabled for next meeting.

SUMMER PICNIC

Discussion concerning past picnics, time of year and attendance. Subject is tabled for next meeting.

AFFILIATE REPORT

Discussion about inviting Tilly Dorsey to join a conference call to update this BOD on the specifics concerning the AOBA/ARI issues.

AFCNA

P. Mattingly stated that AFCNA sent out a request asking for affiliates to pay for shipping fiber to the AFCNA. P. Mattingly spoke to Larry Velozzi and AFCNA has agreed to pay for fiber shipments of 500+ lbs. P. Mattingly stated that six (6) farms in So. MD met that minimum last year; therefore, she is willing to collect and box the fiber, then place the boxes on pallets. If the minimum requirements are not met then the fiber will need to be returned to the owners.

S. Morrison suggested combining the AFNCA collection/Education Fiber seminar. This suggestion was met with interest and should be discussed further once the seminar date is set.

S. Morrison suggested that a brief recap email goes out to the membership and ask if anyone wants to host the picnic. This suggestion was tabled until the end of the month when we figure out the seminar person/show.

FUTURE MEETINGS

All agreed that Mondays seems to be a good night for conference calls. The next meeting is scheduled for March 15, 2010 at 7:30 pm. S. Morrison will contact Tilly Dorsey to join the call to update the BOD. If Tilly Dorsey is not able to do that, then maybe she can send a written report via email to all the Board members.

OLD BUSINESS

Outgoing BOD Term

S. Morrison stated that one of the outgoing Board member's term still has one year left. It was suggested that J. Mathiason's term be set at one year to expire December 2010. This will cause the next election to be more balanced with experienced members and new members. J. Mathiason stated that she is ok with her one-year term of service expiring December 2010.

ADJOURNMENT

Meeting adjourned at 9:30 pm.

The next BOD meeting is scheduled for March 15, 2010 at 7:30 p.m. via conference call.