

CALPACA - Board Meeting Minutes

Teleconference April 8, 2014 – Start time **7pm**

Call-in Conference Line has been verified with a credit card - Call in 888 236 9224 room #872630. If you are first in the room the room # is 600317. Conference room has to be signed out of to complete the call.

Attending: Laurie Findlay, Karen Ball, Phyl Clempson, Karen Kelley, and Lisa Beatty
Absent: N/A

Call to Order – Laurie Findlay, President at 7:09 PM

Secretary Report – Lisa Beatty

- The Board reviewed the March 11, 2014 meeting minutes. It was agreed by all Board members that the minutes were accurate as written.
- Laurie Findlay made a motion to approve the minutes of the meeting, seconded by Karen Ball, and unanimously approved by all.
- New Correspondence – several items were discussed as follows:
 - Mount Lassen Fiber Guild – Fiber Fusion on 10/11/14. Jackie Seal – would we be interested in being sponsors or being involved. No charge for non-profits, have a booth? Patrick Ranch in Durham – 10 to 5. Laurie will send the BOD a copy of the post/email. More info to come
 - Karen – Notified by CA Secretary of State that Calpaca did not file a business entities application. Required biannually to file this form with the state Franchise Tax Board. Karen went ahead and filed the form and paid the \$50.00 fee. Discussion: Shouldn't the accountant have sent a schedule or notified us before this notice showed up? Only sends a bill for \$700. Maybe we should get a new accountant. Karen Kelly suggested that the board could use her accountant, but when I leave then we'd need to switch again. Karen B – look for an accountant who deals with non-profits. Phyl – an accountant should guide us – shouldn't be getting notices in the mail, etc...

Treasurer Report – Karen Kelly provided the board with a financial report. Karen indicated that she would send the budget to the board separately.

- Financial Report – as of March 31, 2014
 - Unrestricted Funds:
 - General Checking - \$10,529.21
 - Gold Country – \$13,790.18
 - Connection – no current income or expenses, balance of \$2,234.00
 - Classic – income \$10,778.03, expense of \$5,304.82, balance of \$13,237.63
 - Maximizer account \$22,332.18
 - Total - \$62,123.20
 - Restricted Funds:
 - UC Davis Symposium – \$11,406.98
- Karen updated the board on the status of Bank of America on fees still being charged to the General checking and Connection bank accounts. As of the date of this meeting, Karen is trying to get the name of the right person at Bank of America to discuss this issue with.

- Karen updated the board that as of the date of this meeting all invoicing for shows had been paid.

Membership update – Lisa/Laurie/Phyl

- Membership Update – Lisa updated the board on the membership status as follows:
 - 97 members; 88 farm members and 9 associate members
 - Laurie – Only 74 of the farms are connected to Openherd – discuss. I have also taken off all members that have not paid dues from our Calpaca website.
- New Member Report - the board discussed the new member report and agreed that a column should be added to the existing membership report that denotes who is a new member or who has renewed. Lisa will ask Pam to add that. The board would like to know who new members are in order to thank them.
- Membership Committee – Board members attending the Cal Classic Roundup will meet with Phyl at the show (upcoming weekend) to discuss ideas.

Marketing – Phyl

- Connection Newsletter Update – Phyl updated the board that she had not had an opportunity to talk with Diana. It was confirmed that the Connection is going to print, however, would not be out before the show, but will be out by the May Membership meeting. The Membership directory was additionally confirmed to be in the Connection.
- Marketing Ideas
 - Phyl updated the board that the Calpaca signs are ready, and she will pick them up and bring them to the Cal Classic Roundup.
- Calpaca Banners – all the banners are rolled up and in one spot in the Calpaca trailer. Karen commented that there are various sizes which she will measure and let the board know what sizes are. Karen also indicated that the show supplies should be inventoried as there are many duplicates of the following: clipboards, binders, arm band elastics, lighting, container of fittings for pipe signs, hoses and nozzles, etc. Phyl suggested that an inventory list be sent to each show event manager so more of the duplicate items are not purchased. The board discussed having a standard for certain items such as clipboards and arm band elastics. It was also suggested to have two bins, one for the Cal Classic and one for the Gold Country Gathering to be kept in the Calpaca trailer. At the end of each show the event manager can put what's left over in the bin for the next show's supplies. The board also discussed moving the Calpaca trailer to each event, and how that can be made more efficient.
 - Karen Kelly made a motion to propose that each event/show cover the cost of transporting the Calpaca trailer from event to event, seconded by Phyl Clempson, and unanimously approved by all.

Website – Laurie

- Laurie updated the board on the 14 Calpaca members that hadn't signed up on Openherd. The board discussed ways to help members at membership meetings bringing laptops to help them get it done.
- Laurie updated the board that all 2013 members that hadn't renewed had been removed from Openherd. Laurie also indicated that new members had been added turned on, and that she had changed those who went from associates to farm memberships. Laurie noted that most of the ranches that didn't renew were from southern California or out of state. Laurie additionally noted that Jennifer Powers and Steve Mortimer were not disconnected and that she will contact them again.

Old Business from Minutes

Event Managers Update – Laurie Findlay

- CA Classic Round-Up 2014 – Laurie updated the board that the CA Classic is set up, and looks good. Laurie confirmed that 183 alpacas were registered which is larger than the 2013 Gold Country show which had 179 alpacas. Laurie asked board members attending the show to wear their Calpaca t-shirts. The board discussed having Calpaca t-shirts available at the show for sale, noting that Pam Brady had the t-shirts, however it wasn't clear she would be at the show. The board discussed options for getting the t-shirts and decided that Karen will email Joyce Judy to see who is coming from the Brady's area that could bring the shirts with them. Karen Ball indicated that her kids were shearing at the Barboza's on the 10th of April, if Pam could take the t-shirts to the Barboza's it would be an option for getting them.

Laurie also confirmed that the Dixon location had been secured for 2015.

- Gold Country Gathering 2014 – Laurie confirmed that Kay Rodriguez, event manager, needs the budget from last year's Gold Country show as soon as possible so she can see what the costs were. Phyl let the board know that she would send the budget to Kay. Laurie commented that Kay also needs an inventory on the show ribbons, which Dale Davis has. It was indicated that Dave Barboza had been confirmed as the Fleece show judge, and that a Halter judge had yet to be confirmed. The board discussed the frequency of Dave Barboza and Ken Hibbits judging the California shows on a regular basis given they are "local". The discussion determined that it wasn't a problem in terms of the show rules, but that it could be perceived that the California shows are less attractive if they always have the same judges. The board concluded they would ask Calpaca members at the CA Classic show for feedback on other judges such as Kathy Klay, Helen Humphries & Stephanie Glyptis, who was the judge for the 2013 Gold Country show. It was agreed that the board would discuss the feedback in one week.

Laurie updated the board that to date a Halter Superintendent had not been chosen for the Gold Country show. It was decided that Kay should have any interested party fill out the Halter Super RFP form for submission. Lisa will send the RFP form for Halter Super to Laurie for posting.

- 2014 Fiber Event – Date/Location Update – Phyl updated the board that she had not yet had the opportunity to follow up on this with Dale Davis.

New Business

- Phyl raised the idea of having the Cal Classic at the Colusa Fairgrounds next year as it may be a better location than Dixon. Phyl will talk to Dave Scroggins to find out if it's even a possibility and find out costs other than the \$2K fee (\$1K per day) for the open barn area where the show would be, plus several hundred dollars additional for a fleece show. She indicated that Colusa is a new facility and has horse stalls; Calpaca would not be able to use the IAO's stalls panels, so panels would need to be rented. Renting from 4H or local livestock groups was discussed as an option. It was agreed by the board that Phyl will look at the venue, take pictures, gather more information that she will also look at Cal Expo in Sacramento where IAO has been.

The board had a discussion on what the draw is from SoCal: SW regionals in AZ first, Norco next, IAO in Vegas, etc. At the show this weekend, try to get a feeling for what people think. All BOD members ask at least 5 people and come back next meeting with feedback. \$5137.35 – current expenses for Dixon. Also discussed was:

- Porterville – Phyl indicated they were very receptive.
- Napa Fairgrounds – Pavillion: Phyl to find out costs.
- Rolling Hills Casino has an Equestrian Center – Karen K./Kim Bisceglia to check out. Kim had indicated interest in being the event manager for the 2015 Classic. RFP's for the Cal Classic in 2015 will need to go out in July.

- Quarterly Meetings for 2014
 - February 2014: Kim & Mike Bisceglia – McCarty Creek Ranch - Great shearing discussion by Steve, with Russell contributing as well.
 - May 2014: Nancy Chapel – Alpaca Country Estates – Nancy has confirmed. Need to talk up the event, advertise it – get info to Joyce to post on website.
 - Topic - Skirting for shows, skirting for the mill, skirting for spin off – skirting is an intimidating factor for people, invite Diane Hoeschler or Sandy Ridge to skirt a show fleece, skirt for AFCNA, skirt a spin off entry. The board discussed perhaps shearing an alpaca and skirting the fleece right off the animal – would need an animal and shearer.
 - August 2014 – Dave and Sheila Scroggins – Colusa River Alpacas
 - Speaker – what are they going to do - animal care? Phyl will talk to Dave and Sheila about doing EPD's
 - November 2014 – Karen Ball/Russell Ratti – Heart & Soul Alpacas – no speaker, will do a mill tour. The presentation will be about how fiber gets processed.

Round Robin (All) – N/A

There being no further business, the meeting adjourned at 9:10 PM.