



## Minutes of AAA Board Videoconference

18 June 2024

Via zoom

### 1. CONVENING OF MEETING

**WELCOME** President Brett Fallon opened the meeting at 8.08 am.

**PRESENT:** Brett Fallon, Andy Bousie, Lee Sadler, Sue Harris,

**APOLOGIES:** Alexandra Maramenides, Steve Ridout, Mick Williams, Carolyn Austin,

**GUESTS:** Paul Maslen

**MINUTE TAKER:** Tanya Wheeler

### DECLARATION OF INTEREST AND WHS

**2. 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. The Register may also be used to record any standing notice of conflict of interest given by a director under section 192 of the *Corporations Act 2001*.

**2.1. WORK HEALTH AND SAFETY WHS** Nil reported.

### 3. CONFIRMATION OF PREVIOUS MINUTES

Draft minutes of 14 May 2024

**B24M024** The Board RESOLVED to confirm the minutes of the AAA Board video conference held on 14 May 2024 as a true and correct record.

### 4. BUSINESS ARISING

### 5. GOVERNANCE

### 6. EXECUTIVE REPORTS

#### 5.1 PRESIDENT'S REPORT

#### 5.2 FINANCIAL REPORT

The board discussed the budget for 24/25.

#### Finance report

- All Bank Accounts have been reconciled to 31/05/2024
- PAYG all been lodged and paid
- Superannuation for March quarter is lodged & paid
- All known invoices are entered & paid
- Trade Creditors are within terms
- Trade Debtors are within terms
- The membership income accruals have been done & carried forward into 2024-2025

- Contact has been made with auditors and they will look at starting this in September 2024.

**BM24M25** The Board RESOLVED to accept the financial report.

**BM24M26** The Board RESOLVED to approve the budget.

## **7. Actions/Projects Reports**

### **7.1 eAlpaca Update**

- Changes to eAlpaca to manage the new sire certification process and colour coat testing – the fee estimate to complete in eAlpaca is \$650 (plus \$100 in annual maintenance)
- We currently provide an “unallocated IAR tags” report that allows members to see tags that are theirs and as yet unallocated to a registered animal. A similar report would be very useful for NLIS tags. The fee estimate to set up an “NLIS tag unallocated report “ is \$500.00.
- Mature dams to include mothers with still born cria to enter shows. This work has been commissioned. The fee estimate for it is \$250.
- Simplify Solutions Pty Ltd has done some work around decommissioning IAR tags which wasn’t quoted for. The work would be in the range of \$500 to \$600.

**BM24M27** The Board RESOLVED to accept the changes to eAlpaca as described above and approved the estimated expenditure as quoted other than the IAR decommissioning work which was approved up to \$450.

### **7.2 National PR**

PR campaign (using Soda Communications) for National Alpaca Week, to elevate all things alpaca in our broader *national* media, to the industry as a whole.

## **8. Any other business**

### **8.1 AAYE**

- Parader Judge Progression process
- Parader Apprentice Appraisal process
- Christie Hayward Parader Judge application
- Sarah Vaughan Parader judge

**BM24M28** The Board RESOLVED to accept the updated Parader judge progression process and the parader judge apprentice appraisal process.

**BM24M29** The Board RESOLVED to accept Christie Hayward to be a Parader Judge.

**BM24M30** The Board RESOLVED to accept Sarah Vaughan to be an Apprentice Parader Judge.

### **8.2 National Show**

It was proposed that the AAA sponsor 10 spaces at the National Show to show case different categories such as farm services, fleece processing, fashion, craft, agro tourism.

**BM24M31** The Board RESOLVED to approve \$4,000 involved in the provision of the spaces.

Tributes to members who have died to recognise their contribution to the alpaca industry and the AAA, to be displayed at the Nationals.

**BM24M32** The Board RESOLVED to approved to recognise deceased members.

Marketing for the National Show

**BM24M33** The Board RESOLVED to approve up to \$6,000 for marketing for the National Show.

Biosecurity banners – promoting/explaining levels of Alpaca CheQA to members to be designed and purchased.

**BM24M34** The Board RESOLVED to approve the cost of design and purchase of the banners.

National Show naming rights – opportunity for higher level sponsorship to non stud business supporting the alpaca industry.

**BM24M35** The Board RESOLVED to approve the use of sponsor name after the name 2024 AAA National Show

**SQNNSW Connect Conference**

**BM24M36** The Board RESOLVED to approve the provision of a \$2,000 contribution to the conference.

**Registration discount >24 months**

deferred to next meeting with budget discussion

**Next meeting: 15 July 2024 at 5.00 pm**

Meeting closed 11.05 am.