

Minutes of AAA Board Videoconference

17 September 2024

Via zoom

1. CONVENING OF MEETING

WELCOME President Brett Fallon opened the meeting at 8.07 am.

PRESENT: Brett Fallon, Mick Williams, Carolyn Austin, Andy Bousie, Lee Sadler, Steve Ridout, Sue Harris, Alexandra Maramenides (left at 09.25am)

APOLOGIES:

GUESTS:

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 27 August 2024

Deferred to next meeting

4. BUSINESS ARISING

5. GOVERNANCE

6. EXECUTIVE REPORTS

5.1 PRESIDENT'S REPORT

Council Meeting.

Next meeting will be held on 3/10

Directors touch base with their respective Regions so they can get better attendance.

Agenda items:

Expand the President mailbox to include Secretaries. Current practices aren't working.

Main discussion point - Gahnt Chart – now available on the Council documents on the sharefolder.

Board members please complete.

Updates - Work in progress:

Discussions with Zenith Payments (PACCAPAY) – no update

Member benefit program – discussion with Nic Holdsworth. To be followed up and a request to provide a written report to come to the board.

MYOB access – to be confirmed sent via email to all Regions. Only VER has an issue. The outcome is favorable to the regions as they are getting more information than previously, and the other regions have had positive responses.

Trailers – policy to be sent to all Regions.

Waybills – a request for Tanya to conduct an audit of the National Show entrants for all Alpaca CheQA members to have supplied NVD/Waybill.

Youth – Discussions have been held with Andy. A recommendation to get a Youth forum together to discuss next steps for Youth. A paper will come to the board to discuss.

SJC - Mick to review the current status of the SJC.

The new Convenors manual to be updated to include AAA vs Non AAA show table, plus reference to Waybills and NLIS requirements

B24M054 The Board RESOLVED to accept the presidents report.

5.2 FINANCIAL REPORT

Finance report

- All Bank Accounts have been reconciled to 31/08/2024
- PAYG all been lodged and paid
- Superannuation for June quarter is lodged & paid
- All known invoices are entered & paid
- The Trading Account Balance as at 13/09/2024 is \$58,167.80
- The Cash Manager Account Balance as at 13/09/2024 is \$108,656.34
- Trade Creditors are within terms
- Trade Debtors are within terms
- The membership income accruals will be processed during July 2024 & carried forward into 2024-2025 amount is for \$56,000

B24M055 The Board RESOLVED to accept the Finance report.

7. Actions/Projects Reports

7.1 eAlpaca data breach

A letter is to be sent from the President to the RNA about the data breach. A response to the letter is requested within 14 days. Offer for the use of the data for a set price for the non AAA shows.

B24M056 The Board RESOLVED to accept the letter as drafted to be sent to RNA. License fee of \$5,000 for 1 year and a review in 2026.

7.2 eAlpaca contract

A term of 3 years for 3 terms (9 year total) with an increase of 4% annual increase on the annual subscription and 3% for the additional maintenance fee. Need to add in confirmation of trac report on completion of error and that on receipt of trac report Nathan will provide an estimate of the time to complete. Contract to be drafted based on this for signature once the additions requested have been tested.

Deferred to next meeting.

7.3 Research and Development

Quote for work

1. Circulation to AAA Board and Council: Federal, State/Territory and major philanthropic grant opportunities (monthly)
2. Co-ordination of networks, groups, or projects: Australian Alpaca Research
3. Evidence-based best practice paper: 10-to-21-day isolation period for Alpaca CheQA (due 30 days from receipt of deposit)
4. Evidence-based best practice paper: Australian abattoir requirements for processing of alpaca for export markets and the regulatory impacts.
5. National Alpaca Week 2025: Nyala's Accoyo Empress Carlotta and the mapping of the alpaca genome (due 31 March 2025)

Becoming members of the National Farmers Federation will be a good way to help the Alpaca industry. Organise a meeting with them to see what they can do for the industry. Steve will provide the cost.

B24M057 The Board RESOLVED to accept the quote for the provision of the work for numbers 1, 2, 3, and 5 for a total of \$17,008.

AAA Alpaca industry research report

Educated decisions can be made by reading the information contains in the report. It will be a reference document where members can look at the report and drill down to find the relevant information and papers.

Brett will follow up to get articles to go to members to use the information in the report.

8. Any other business

Complaint discussions in camera

Next meeting: 14 October 2024 at 9.00 am.

Meeting closed 12.08 am.