



Minutes of AAA Board Videoconference

27 August 2024

Via zoom

1. CONVENING OF MEETING

WELCOME President Brett Fallon opened the meeting at 8.08 am.

PRESENT: Brett Fallon, Mick Williams, Carolyn Austin, Andy Bousie, Lee Sadler, Steve Ridout, Sue Harris, Alexandra Maramenides

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 30 July 2024

B24M046 The Board RESOLVED to confirm the minutes of the AAA Board video conference held on 30 July 2024 as a true and correct record.

4. BUSINESS ARISING

5. GOVERNANCE

6. EXECUTIVE REPORTS

5.1 PRESIDENT'S REPORT

AGM.

Call for Nominations for the AAA Board will be sent out shortly (by 2 September at the latest) and nominations will be due by 27 September 2023.

The AGM will be held on 18 November 2024 commencing at 7.00pm EST

Minimum of 2 vacancies.

Regional correspondence.

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

Directors still to touch base with their respective Regions more regularly.

Youth thoughts to contemplate for further discussion.

What can we do to assist youth

Still in Progress

Registration fee review -

Discussions with Zenith Payments– no update

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

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

Gahnt Chart – now available on the Council documents on the sharefolder.

B24M047 The Board RESOLVED to accept the President's report.

5.2 FINANCIAL REPORT

Finance report

- All Bank Accounts have been reconciled to 31/07/2024
- PAYG for the April to June Quarter all lodged and paid
- Superannuation for June quarter is lodged & paid
- All known invoices are entered & paid
- The Trading Account Balance as at 23/08/2024 is \$64,686.04
- The Cash Manager Account Balance as at 19/08/2024 is \$108,596.85
- 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

Following on from the last meeting of the Board the FARC Group undertook extensive “what if analysis” on the AAA MYOB accounts – the conclusion is that there are no possible profiles that can be created within MYOB that safeguards the Privacy & Security of Data at a regional level.

B24M048 The Board RESOLVED to accept the removal of Access to MYOB for regional office bearers and for all reports to be generated centrally to safeguard the privacy and security of data.

B24M049 The Board RESOLVED to accept the Finance report.

7. Actions/Projects Reports

7.1 eAlpaca data breach

The Royal Adelaide Show is not using eAlpaca to set the alpaca part of the show up but has only required entrants to provide the IAR (and possibly the name) of each animal entered on the basis that the remaining information required for the show would be downloaded from eAlpaca. It appears that the additional data required was downloaded from eAlpaca from a Microsoft data centre in Melbourne between 18 and 22 July using the public registry search facility on eAlpaca. Nathan subsequently worked out that the culprit using eAlpaca data wasn't downloading/copying the data *en masse*, they were doing live look ups – this means that they have integrated their system with eAlpaca without our consent. Rather than a single incident of theft, it's multiple instances of micro-theft.

Outcomes

Formal complaint raised to the senior management of RNA and RSA re the data breach. Provide options of:

- Use eAlpaca.

- **Blocked from eAlpaca.**
- **Licence arrangement Input the show results.**

The sales page should require members who are putting an alpaca on it for sale to consent to their information being made public.

We wish to retain the public interface of eAlpaca but may need to reduce data on that interface so that it is readable by a person but not useful for programmatic purposes. We should seek information from Nathan about how best to achieve this.

We should reduce the Guest functions so that a Guest can only enter an event. Alter the option of **login as a Guest** to obtain information not available on the public interface and replace it with **login as a Member**.

Anyone who has selected **Not for Publication** regarding their personal information should not have their name shown on the public interface. Their name should be replaced with **Unpublished**.

The public interface should contain a Copyright warning.

BM24M50 The Board RESOLVED to seek input from Nathan to progress the proposals outlined above.

7.2 eAlpaca contract

- Issues to be raised auditing public access of eAlpaca data, and response times on service issues
 - Board would prefer 3 terms of 3 years
 - Percentage increase as opposed to CPI – Board would prefer a 3% per annum increase.
 - Fleece information, micron and weight to be uploaded to eAlpaca – seek cost.

Inactive animals

Nathan has proposed treating them as equivalent to ½ an animal for eAlpaca purposes. The Board would prefer not to make any changes to inactive animals.

7.3 Regional Trailers

Every region has been notified about the implementation of the policy and the requirement for all trailers to be weighed unloaded and loaded.

Trailer collection form has been trialled with VER who have completed the weighing of the trailers. The inspection form was also trialled with VER when they collected the pens from the National.

The loan arrangement policy. There is a form that has been developed to be completed when AAA assets are borrowed, including regions. This was trialled with Melbourne Royal, and the process went well.

VER have a loan agreement with the AAA that they can retain the AAA panels for the use of the VER shows. The changes to the agreement will be that the only show that the pens have to be returned for is the National Show. For Colourbration VCR can have use of the pens and the trailers with no charge for the use of the trailer.

BM24M51 The Board RESOLVED to accept the Use of AAA Assets Policy - Chain of Responsibility Policy, loan agreement and the AAA trailer collection/inspection form with changes as discussed.

BM24M52 The Board RESOLVED to accept the distribution of the AAA Pen Panel Agreement to all Regions involved.

BM24M53 In recognition of the significance of the Colourbration Show, the Board RESOLVED to provide a reasonable level of sponsorship of \$1,000 for each of the next three Colourbration shows.

8. Any other business

A complaint has been received alleging breach of a AAA Policy (discussed in camera)

Next meeting: 17 September 2024 at 8.00 am.

Meeting closed 12.00 am.