

Minutes of AAA Board Videoconference

12 November 2024

Via zoom

1. CONVENING OF MEETING

WELCOME President Brett Fallon opened the meeting at 9.05 am.

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

APOLOGIES: Lee Sadler

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 14 October 2024

B24M063 The Board RESOLVED to confirm the minutes of the AAA Board video conference held on 14 October 2024 as a true and correct record.

4. BUSINESS ARISING

5. GOVERNANCE

6. EXECUTIVE REPORTS

6.1 PRESIDENT'S REPORT

6.2 FINANCIAL REPORT

Finance report

- All Bank Accounts have been reconciled to 31/10/2024
- PAYG all been lodged and paid
- Superannuation for Sept quarter is lodged & paid
- All known invoices are entered & paid
- The Trading Account Balance as at 07/11/2024 is \$43,899.70
- The Cash Manager Account Balance as at 07/11/2024 is \$48,742.50
- 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
- 238 Memberships for 2025 currently paid prior to June 2024.
- National Show expenses have now been finalised.
- Term Deposit for \$100k matured and amount of interest at maturity was \$5,013.70.
- Term Deposit from \$100k has now been split into 2x \$50k with maturity on one for 6 months and the other 8 months due to possible shortage on funds – interest on TD 5.01%
- All regions have received their monthly financial statements and support.
- Estimated final P & L Results is in the vicinity of **\$42,652 surplus** – depending on treatments for some Funding/Show & Reserve transfers.

B24M064 The Board RESOLVED to accept the Finance report.

7. Actions/Projects Reports

7.1 DEFRA talks

There has been no major progress on the audit report on bluetongue virus systems which was conducted early 2024, relating to a market access request for Australian alpacas to the UK. There has been no response from Defra on the progress of the report.

B24M065 The Board RESOLVED to have Steve approach DAS (BAS – British Alpaca Society?) to try and progress the report.

7.2 Fleece classing course

- Course outline for Alpaca Fleece Classing E-learn – final version as agreed by the AAA representatives on 7th November 2024
- Build is to include self-directed e-learning resources for each Module as detailed below and delivered in the order specified below
- All knowledge checks within the build are to be self-marking with a pass rate of 80% and unlimited attempts.
- E-learn must be able to be completed within a 6-month period to coincide with face-to-face sessions as developed and facilitated by the AAA.

7.3 Showing and Judging

There are now two committees a judging one and a showing one.

Showing committee

Sam Hood – Chair
Maddy Bissels
Chris Ravenhill
Jenny Carey
Madelaine Schultz
Janelle Jago

Judging Committee

Natash Clark
Jude Anderson
Darren Hard
Sharon Dawson – Chair

Showing committee will be responsible for updating the showing and judging rules.

The charters and any other matters pertaining to the new committees are to be approved by circulating resolution.

Rubey Williams upgrade

Rubey Williams successfully completed her upgrade Level 2 upgrade with Peter Kennedy- Gane at the Victorian Colourbration show 08-09 June 2024. Rubey scored 398 out of 400. The SJC request the board ratify this upgrade and consider it to be completed effective 30 July 2024.

B24M066 The Board RESOLVED to accept the recommendation to upgrade Rubey to a level 2 judge.

Suri fleece was discussed in response to an email received from a member. Brett will respond to the member; there will be no change to the current policy.

7.4 eAlpaca

Guests

The proposed wording for a letter to guests is approved. An email will be sent out to current guests by Nathan (or Tanya if he provides a list of guests).

Changes to the public interface

To make it difficult for non-members to use the public interface on eAlpaca for unauthorised commercial use, we could take out the IAR/NLIS tag number and the day and month of birth date.

B24M067 The Board RESOLVED to accept the quote to have Simplify to proceed with this change up to \$700.

Table of Issues

Colour coat uploads. Some information is not there in the report but the information that has been provided will be uploaded to eAlpaca. If changes come for the results the system will override old results.

eAlpaca Director responsibilities

This is a job description for the new director responsible for eAlpaca to know what is involved.

eAlpaca licence agreement

Licence agreement has been drafted for the contract renewal on the 1st of November 2025. To be reviewed by the board in early 2025. Seek expert advice from inside the organisation on market comparison.

7.5 Education and Public Relations

Soda PR Communications Company about the anniversary (35 years) next year and Alpaca Week. Marketing material - who should create the material. Look at a retainer to have them on board for 12 months, to take advantage of anything that comes up that would be a benefit to the organisation.

Instagram, Linked in and other platforms could be used more. Social media is a great way to get the story out.

8. Any other business

8.1 Alpaca Week – 35 years of the AAA 10th to the 18th of May 2025

The logos and a number of gate signs and invites and cards that can be used by the regions for their members' use are currently with a designer.

Quotes will be bought back to the board at the next meeting.

8.2 National Show 2025

The date for show is 8th to the 10th of August 2025 at the Bendigo Showground.

8.3 Grant update

Successful with the application for a grant through Livestock and Animal Traceability Development Implementation and Improvement Grant Round.

The grant is for \$200,000 to undertake the project delivering Traceability in the Australian Alpaca Industry.

8.4 eAlpaca and Royal Adelaide Show

Defer to the next meeting.

9. Next meeting: 10th of December 2024 at 9.00 am.

Meeting closed 12.29 pm.