



Greater Appalachian Llama and Alpaca Association

Board of Directors Teleconference September 11, 2012

Meeting called to order by Paul Hastings at 7:03p.m.

In attendance: Terry Beal, Deb Elias, Tracey Gaul, Jane Hamilton-Merritt, Paul Hastings, Chuck Leach, Carol Millard, Carol Reigh.

Absent: Ericka Cadreact, Miranda Brown

1. Conference Update: Kelly Ralph reported 47% of room commitment is met, and sponsorship is at \$6,395.00. She is still in need of someone to be in charge of AV and she needs 5 LCD projectors. (She might possibly have 4) Todd Smith and Paul Hastings volunteered to be in charge of AV for all the speakers.

2. Treasurer's Report:

a. Results of Audit—No Discrepancies but a few practices to consider to change to follow best practices 1. Interest Income needs to be put in a category as income in Profit and Loss statements not just in the Balance Sheet.. 2. Handling Endowment and Research and Gov't relations accounts need to be assigned to Board designated assets under Unrestricted Net Assets. 3. Lifetime membership policy needs to be addressed and Carol Millard is developing a policy for Board review. 4. Calendar year and membership year needs to be adjusted and the Board already agreed to do. 5. A two signature check system was suggested as best practice. 6. Develop a finance committee to oversee and help treasurer and to help refine the budget that Carol Millard has already started. Terry Beal moved to approve the audit for 2010 and 2011 and Deb Elias seconded it. The motion was carried with a unanimous vote.

b. Tax Return--Tax Filing was erroneously filed late and GALA will incur a penalty of \$1,420.00. Terry Beal made a motion to pay the penalty by the deadline of September 24, 2012 with a letter requesting abatement of penalty and it was seconded by Carol Reigh. The motion was carried with a unanimous vote.

c. Financial Status—Carol Millard reviewed year-to-date income and expenditures compared to annual budget figures which she derived from historical data. Carol Millard continues to work on refining the budget and fine tuning the budget versus actual presentation.

3. Membership is presently at 266 as of 9/11/12

4. Elections Report—The committee is nearing completion of its duties as described in the GALA by-laws. The committee has hit a snag in that one person who wants to appear on the ballot has not paid the GALA membership dues. Legally, the committee cannot place any person on the ballot who is not a member in good standing with dues paid. Therefore the Committee has decided that if this person wants to be on the ballot, Treasurer Carol Millard must receive the payment of dues post marked September 12, 2012.

The 2012 GALA nominations/Elections Committee had a discussion concerning the use of the GALA website and the GALA Facebook page as it relates to the candidates and campaigning or soliciting votes in GALA elections. Jane Hamilton-Merritt made a motion that the GALA Facebook Page and GALA Website will not be used by election candidates for personal campaigning or for solicitation of votes. The GALA Facebook Page and the GALA website should only be used to further the GALA mission statement. Tracey Gaul seconded the motion. A Discussion ensued and the motion was voted on and unanimously approved.

5. Old Business

a. August Minutes—Jane made a motion to accept the minutes as corrected and Carol Millard seconded it. A vote was taken and the minutes were approved.

b. Committee Charters—Terry Beal recommended that the Final Draft Charters that the Board has been developing be adopted, that the Board should decide on how to fill positions, and lastly, that the newsletter editor and webmaster should be included in the process.

Carol Millard moved to adopt the Finance Charter and Jane Hamilton-Merritt seconded it. A vote was taken and the charter was approved.

Carol Millard moved to accept the Newsletter Charter and Carol Reigh seconded it. A vote was taken and the Newsletter Charter was approved.

Carol Millard moved to accept the Website and Social Media Charter and Tracey Gaul seconded it. A vote was taken and the Website and Social Media Charter was approved. Terry Beal offered to present the Charters at the Annual Meeting in an effort to solicit volunteers to serve on these committees.

c. Bi-monthly Meetings. Carol Reigh made a motion to have the Board Meetings bi-monthly. Deb Elias seconded it; a vote was taken and the motion was approved.

d. Old Business—

1. Carol Reigh reported on her discussions with USAHA representative Karen Conyngham and Jan Wassick from the ILR. Carol Reigh is in the process of writing a proposal to see how GALA can financially support the USAHA seat. Continued work needs to be done in finding a home for the funds collected.

2. Jane Hamilton-Merritt inquired about the ad for the newsletter and website for Lar's chutes. Paul Hasting said he was still in the process of working on it.

3. Deb Elias contacted Sara Davis and said that Kryes Swan would finish working on the logo change.

6. New Business

a. RJ Stangherlin and Facebook controls—The board did decide to have RJ Stangherlin be the sole administrator of the Facebook page and that reminder was stressed.

b. Deb Elias reminded Paul Hastings to have Hilary Ware present to the membership or board any studies she deems viable to be funded by Morris for our contributions. Deb Elias will make the contact to Hilary Ware.

7. Next meeting is November 8, 2012 at 5:30 at the GALA conference.

8. Jane Hamilton-Merritt made a motion to adjourn and Tracey Gaul seconded it. The meeting was adjourned at 8:45 p.m.

Respectfully submitted by Carol Reigh