

**Draft Minutes Empire Alpaca Association Board Meeting
March 30, 2008**

Present:

Jeannine Anderson	Gaze Acres Alpacas
Cindy Cuykendall	Song Meadows Alpacas
Chris Gilman	Riverside Alpacas
Steve McCarthy	Spruce Ridge Farm
Ann Merriwether	Nyala Farm Alpacas
Sue Zelazny	Andes Dandies, LLC

Absent:

John Askew	Sunset Ridge Alpacas
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Meeting was called to order at 10:55 AM

MEMBERSHIP DUES -

Steve reported that the renewal date for membership will be June 1. He is working on cleaning up the database and deleting the doubles. Don is working on a credit card system and looking at vendors. The cost is approximately \$25 per month. Don will select the best one and it will be up by May 1. We currently have 242 members. 151 inactive accounts need to be cleaned up. E-mail and postcard renewal reminders will go out to inactive accounts also.

EXTRAVAGANZA

JUDGES –

We need to add another judge for Extravaganza. Possibilities were discussed. Steve will inquire about availability.

Stall pricing may need to increase as sod costs are up as are all costs. Ways to cut costs were discussed. We could give up the dinner and have wine and cheese after the annual meeting instead. We need to check if the State Fair Grounds will approve. Chris suggested that the local wineries might be willing to help with this.

Scott had suggested Maplewood or Rainforest Café as possible locations for the dinner. If wine and cheese are served we will need something for the children – an ice cream vendor was suggested. We will pursue this idea further.

PRICING –

Steve reported that Scott's research has shown that we are one of the cheapest shows. After discussing many options for changes in pricing it was decided that we will implement an increase in sponsorship and/or increase if over 5 stalls. Pricing will change to:

Platinum	\$1,500 (no increase in charge for extra stalls)
Gold	\$ 750
Silver	\$ 350
Bronze	\$ 175

Business Card \$50

We will also offer our Platinum and Gold sponsors 3 weeks of early registration so they are guaranteed not to be shutout. Silver sponsors may register 2 weeks early.

The increase for over 5 stalls will be \$50 per stall. This does not apply to Platinum sponsors.

Other benefits for our sponsors were discussed and will be researched. (i.e. different attendee gift than volunteers, Saturday noon beverage/cooler bag with logo)

PRODUCT BOOTH –

Currently EAA receives 10% of profits. 3% is paid in credit card expense. Vendor booths being allowed to offer clothing was discussed. A survey will be sent to the membership to find out what is wanted.

Steve will apply for a NY sales tax # to avoid problems with sales tax collection.

AFCNA –

We will request that the coop have a collection site for fiber from EAA members. EAA will not be responsible for the collection; AFCNA will need to send someone. Space is a concern. It was suggested that they could rent a truck.

RAFFLE/SILENT AUCTION –

A coordinator is needed. We would like to offer larger ticket items. Items should be solicited from vendors rather than members. It needs to be set up so that the raffle coordinator does not need to sit there during the entire show.

The herdsire auction was successful and should be repeated. Herdsires should have a breeding fee of \$5,000 or more and should have restricted breedings. We will need 3 herdsires. It will be a raffle with ticket price being \$100.

SEMINARS –

Steve will coordinate the seminars.

SHOW SUPERINTENDANT –

Melissa is unavailable this year. Amy McCrosky has offered to serve as Superintendent for expenses only. We agreed that we will offer a donation in her name up to \$2,000.

BARN MANAGERS –

Chris and Cindy will serve in this capacity.

VOLUNTEER GIFTS –

Possibilities discussed included: coffee travel mugs, hoodies, denim shirts

SYMPOSIUM –

Steve is the coordinator for 2009

Location – Saratoga had very good evaluations and the participation numbers were the highest. Rochester, Syracuse and Albany were discussed as possible locations. We will include this in the Survey Monkey also and wait for results to discuss further.

Chris proposed the Holiday Inn in Syracuse, Liverpool. There is concern over planned construction and whether it would be completed in time.

Dates were discussed and it was agreed that it should be in February, but not the 1st and not the week of the farm show.

Possible Keynote speakers could be Toni Cotton, Walter Bravo, Marty McGee Bennett.

ADVERTISING –

Steve suggested that we will place an ad in every New York AOBA certified show that requests it up to \$500. It was unanimously agreed.

“Grassroots” advertising is costly and the board agreed to cut back on this expense. Sue is checking on the cost of the ¼ page add that runs quarterly.

AUDIT –

Steve made a motion that for disbursements, the writer of checks cannot be the approver. But if approved in a board meeting the treasurer can pay without further approval. Chris seconded and the motion passed by unanimous voice vote.

Steve made a motion that quarterly the president shall review & initial the bank reconciliations prepared by the treasurer. Cindy seconded and the motion passed by a unanimous vote.

Accounting from shows needs further refining – solution depends on the new Extravaganza system and the new superintendent.

CONFLICT OF INTEREST –

Cindy made the motion – The board will adopt the policy to use the Board Member Disclosure of Ownership Interests statement form.

Ann seconded this motion and it passed by unanimous voice vote.

ANTI-FRAUD CONTROL –

Sue and Steve will work together to assess our risk, which is assumed low.

FINANCIAL –

Sue reported that the Symposium lost \$40,000.

ETHICS COMMITTEE –

Sue will be the new chairperson of this committee.

FIBER COMMITTEE –

Jeannine will chair and establish this committee.

AG – GRANT –

Chris and Cindy will research and work on a proposal.

GRANTS FROM EAA –

Steve made the motion that we will cover a request from Tufts veterinary students presenting on research who need up to \$1,000 to cover reimbursable expenses. Cindy seconded this motion it passed by unanimous voice vote.

We will not fund a tech position for Tufts.

Support of the Rose Bowl Float effort was discussed and it was decided that we let members support individually if they choose to do so.

ELECTION –

Two members of the board will be going off the board this year. Names should be sent to Sue Watts for possible candidates.

MISCELLANEOUS –

Cornell scanned the cria, but the quality was not high enough for our purposes. A human quality scanner would be needed.

Steve pointed out that there is a policy in place to cover reimbursable expenses at the IRS rate. It was agreed that we will follow this policy.

Meeting adjourned at 5:00 PM