

COMMITTEE MEETING MINUTES – 30 JANUARY 2011

Venue:	Teleconference Meeting
Meeting Opened:	7:00pm
Present:	Linda Martin, Anita Neeser, Cheryl Cochrane, Kelli Pfeiffer, Jessie Raines, John Elliott, Jeff Willis
- Committee:	Raines, John Elliott, Jeff Willis
- Members:	Nil
Apologies:	Di Baker, Paula Leeson, Esme Graham, Barbara Mills, Alex Brandon,
- Committee:	Brett Winterbine
- Members:	Nil

- 1. Previous Meeting Minutes:** Resolved that the Committee Meeting Minutes dated 27 November 2010 are a true and correct record:
 Moved: Cheryl Cochrane Seconded: Kelli Pfeiffer
 Carried
- Motions to be Amended in the Previous Minutes:
 Two motions listed in section 4.4 of the Minutes are to be reviewed again at this Committee Meeting - regarding Nanango and Eumundi fleece shows.
- 2. Correspondence:** The Inwards and Outwards correspondence were tabled within the Secretary's Report which was circulated to the Committee prior to the meeting; additional inwards correspondence:
 ➤ AAA - Certificate of Currency
- Moved: Cheryl Cochrane Seconded: Paula Leeson
 That the Inwards correspondence be accepted and the outwards endorsed. Carried.
- 3. Reports:** Reports tabled as read (attached) from:
 3.1 President – Linda Martin
 3.3 Secretary – Cheryl Cochrane
 3.5 Show Committee – John Elliott (Email)
 3.6 Equipment Co-Ordinator – Paula Leeson
 3.7 Education Officer – Kelli Pfeiffer
 3.10 Website – Barbara Mills
- 3.6 Equipment Co-Ordinator** Reference the Equipment Co-Ordinator's Report (attached):
 ➤ Transporting panels - Quotes tabled:
 ➤ \$2,640 – Claytons & Cartwrights same price; both can assist with storing the panels.
 ➤ \$3,135 – Ron Oliver
 We need to have Treasurer's Report and input as to cost of transport last year in order for the Committee to make a decision. Linda to follow up with Di Baker. Paula to contact Smillies for a quote and discuss with Linda.
 ➤ New Skid: Estimate \$6,550 to build a new skid similar to the existing one, but using an "I" beam for the skid base; the Quote includes galvanising the skid base; a storage compartment to be welded in. No second quote received as yet. Skid can be

constructed within two weeks. Linda to find out the cost of the original skid (McGregors). General discussion on re-measuring the skid and sending drawings onto Jeff Willis to get a quote. Paula to get a second quote and send out an email to the Committee for a decision.

- The trailer option was deemed not sturdy / sufficient enough for transporting the panels.
- Gate Panels: John raised the option of using 6x3 gate inserts (\$25 each) to zip tie to existing panels. Resolved that John provides a demonstration at the Nanango Show before a decision can be made. Sheep gate type (\$40) was discussed; however it was a lower height and may only be used for junior alpacas. Pool fence panels (vertical type) with bars close together discussed.
- Convenors need to work out their pen arrangements and advise Paula / John of the quantity required.
- Transport / panel arrangements needs to be organised by 18 March for Toowoomba Show in order to have panels delivered by 4 April. John advised that he had spoken with Peter and he is happy with what we have at this time for panels.

3.7 Education Officer In response to Paula's queries

- Junior Handlers Equipment: A stocktake is needed on bollards / weights, signage (ABCDEFGG), cable ties, poly arch – need to ascertain if parts are missing.
- Ribbons – Paula did not have any for Junior Handlers. Kelli advised that Barbara Mills has ordered these in the past.

3.9 Marketing

- 2011 Calendars

Motion: It was proposed that the price be dropped from \$15 to \$5 plus postage in order to sell the remaining stock.

Moved: Kelli Pfeiffer Seconded: Anita Neeser
Carried.

Kelli to draft an email to send out to all AAA Qld members.

- Marketing Material: Kelli to hold onto the marketing material until a person is appointed to the position. Linda has sent a report to AAA listing the marketing material we have on hand.

4. General Business:

4.1 – Calendar of Events

Draft Version #3 was approved only up to the first 3 months. At this stage there is still no date confirmed for the Ekka. When dates become known to send this document to Committee members for approval prior to distribution to AAA National office and the Qld website.

4.2 – Marketing Officer Resignation

There have been no nominations received by the Secretary to date. Nominations close Thursday 4 February 2011.

**4.3 & 4.4 –
Amendment of
Motions in Minutes
dated 27 Nov 10 –
Nanango & Eumundi
Fleece Shows**

Motion: To allow Eumundi and Nanango Shows to conduct a fleece section at their shows in 2011 and to evaluate if it is a viable option for the years to come.

Moved: Kelli Pfeiffer Seconded: Anita Neeser
Carried.

The Secretary is to advise Eumundi convenors that they can have a fleece show if they choose to.

**4.5 – National Alpaca
Week (NAW)**

- National Alpaca Week will be run throughout the month of May 2011. Each area to run the “week” on a date(s) in May that suits their locality. Advertising material to reflect this. Jessie noted a problem in her area with running Alpaca Week and Agro-Trend. Rockhampton area will run Alpaca Week on Sunday 1st and Sunday 8th May.
- To put on the Qld Website an advice regarding National Alpaca Month – with a list of local area co-ordinators for people to contact to find out the time / dates when farms are open. Posters to be done locally to reflect these dates.
- It was proposed that the National Alpaca Week Participation Form is to be put in the QRIA Newsletter to go out to all members. Every participant must have a copy of the farm public liability insurance attached to the form – to be sent to the Acting Marketing Officer, Linda Martin.

Motion: That an Expression of Interest form be put in the QRIA for people to complete if they wish to participate. Nominated dates for open farm days will be put on the form.

Moved: Linda Martin Seconded: Jeff Willis
Carried

- Fee / Subsidy: Linda advised that last year every stud got a subsidy, but it may not be the same this year as the funding is coming from AAA National to divide between “x” number of farms participating – it is unknown as to how much the subsidy will be.. For Queensland, if advertising costs eg \$50 then to build in a subsidy, eg to value of \$10. Therefore it was suggested that if there is no rebate then best to reduce the participation fee to \$40. Kelli advised that if people pay to be involved then they would be more disciplined. NAW Form / insurance details to be returned to Linda with the fee going to the Treasurer.

5. Next Meeting:

- 7:00pm on Friday, 8th April. 2011 at the Nanango Show Grounds
- General discussion on whether to conduct a sausage sizzle for the meeting; however it was felt that this may not comply with the Show Society rules. General concern expressed about leaving the animals unattended if the meeting was conducted off site. Resolved that the meeting be a BYO dinner at the show grounds.

6. Meeting Closed: 8:12 pm

**MINUTES RATIFIED &
SIGNED:** 8th April 2011

President: Linda Martin

Secretary: Cheryl Cochrane

ATTACHMENTS:

3.1 – PRESIDENTS REPORT

President's Report - January 2011

The meeting and dinner held in Rockhampton on Saturday 27th November was well attended. Informative talks from guest speakers were well received and caused much discussion. The catering was first class and everyone that attended enjoyed the chance to catch up and also join in a couple of games of "heads & tails". There was also the chance to purchase goods from stall holders. This was very successful with a percentage from sales going to the Region. Our Regional Calendars were also on sale and were purchased by many. A great night was had by all.

Then came the rains.... Christmas and New Year has come and gone and will be remembered for all times. Torrential rain and flooding causing isolation, and for some, evacuation from their homes and farms. To those who have and still are facing flood related hardships my thoughts are with you and your families. I hope the normality of life returns soon and the rebuilding process can start.

Our Regional Secretary has relayed messages from our National President on her behalf and also information relating to government assistance available. (If you are needing further advice please contact the Australian Disaster Number Phone 1802266.) The DPI has also setup information and advice on their website that may be of help.

Planning has started for the coming 2011 show season and I have communicated with most convenors recently. Remember they are all looking for sponsors to support the alpaca sections and also people power to help hold the event as the time draws closer. Please give them a call or drop an email to confirm you can assist.

Regional calendar sales have been strong with many members showing support for this fundraising effort. Some calendars are still available to purchase by contacting me directly.

It is on that note with a little sadness I must advise that Melanie Hibbett has resigned her position as Marketing Officer. Thanks Mel for all the work you have done on behalf of our Region. (The Officer position has been advertised and for those interested in the role Marketing, please contact our Regional Secretary Cheryl.)

National Alpaca Week - will be held over the month of May 2011. More details will be available when the marketing concepts are finalised. In the meantime consider being involved and opening your farm for others to visit. Alternatively join together with a few breeders and have a combined Open Day Event. Forms will be sent out soon to register your interest.

I have only one more thing to ask and that is PLEASE get involved with our Regional Events this year.

Linda Martin - Qld Region President
30/01/2010

3.3 SECRETARY S REPORT

SECRETARY REPORT – AAA QUEENSLAND REGION 30 January 2011

Inwards Correspondence:

Document Date:	From:	Subject:
30 Nov 10	AAA National	New Members for November
01 Dec 10	AAA National	Monthly Enquirer Data for 1-30 November 2010
02 Dec 10	AAA National	Insurance Certificate of Currency P-E 30-11-2011
14 Dec 10	AAA National	Kids' activity sheet
20 Dec 10	AAA National	Christmas Wishes from the staff of AAA Ltd
23 Dec 10	AAA National	Monthly Enquirer Data for 1-31 December 2010
30 Dec 10	Brian Irving	Enquiry from Qld Region Website - "Baa Baa Black packa have you any wool" (forwarded to Linda / Brett)
13 Jan 11	RNA Chief Executive	Special Message to all our valued RNA friends
14 Jan 11	AAA National	AAA E Blast 38 – Qld/Nthn NSW Flood Update to Alpaca Members
18 Jan 11	AAA National – Sandra Wright	National Alpaca Week 2011 – marketing materials
18 Jan 11	Hyde Media	Alpaca Promotion throughout Australia
18 Jan 11	Melanie Hibbett	Qld Region AAA Marketing Officer resignation
18 Jan 11	Margaret Dorsch	Royal Melbourne Fleece Comp
25 Jan 11	Graham Lugg	Southern NSW Region – Alpaca Show

Outwards Correspondence:

Document Date:	To:	Subject:
14 Dec 10	Kelli Pfeiffer (Education)	AAA National – Sandra Wright email - Kids' activity sheet
14 Dec 10	AAA Qld Members	AAA Code of Conduct
27 Dec 10	AAA Qld Members	Change in email address – QRIA Editor
02 Jan 11	AAA Qld Members AAA National	Alpaca Owners Needing Help in the Floods
07 Jan 11	AAA Qld Members AAA National	Update: Alpaca Owners Needing Help in the Floods
20 Jan 11	AAA Qld Committee	Qld Region AAA Marketing Officer resignation
24 Jan 11	AAA Qld Members	AAA Qld Region – Marketing Officer
20 Jan 11	AAA Qld Members	Royal Melbourne Fleece Comp
20 Jan 11	AAA Qld Members	Govt Assistance for Primary Producers (email from Barb Mills & John Miguel dated 18 Jan 11 forwarded to members)
25 Jan 11	AAA Qld Members	Southern NSW Region – Alpaca Show

New Members:

Prefix:	Name:	Area:
	Nil	

New Enquiries:

- Rosalie Convery – Jimboomba
- Cherylyn Lowe – Paradise Point

Cheryl Cochrane
Secretary – AAA Queensland Region

3.5 SHOW CO-ORDINATOR REPORT

Copy of Email -

"John Elliott" <mystygums1@bigpond.com>
30/01/2011 02:00 PM

Subject

Re: AAA Queensland Region - Teleconference - Sunday 30 January 2011 at 7pm

Report Show Co ordinator

All current shows seem to be well under way now the hick up will be resolved at the tello hook up Peter Fullard has Toowoomba under control as does Doris Drew at Nanango

Regards
John Elliott

3.6 EQUIPMENT CO-ORDINATOR REPORT

Equipment Report 29/01/2011

The main concern regarding the equipment continues to be the precarious state of the small skid and the need to replace it with a sturdier construction.

Quotes have been sought from two Gympie metal fabrication businesses to manufacture a new skid with the base to be hot-dipped galvanised, the construction of the skid to basically mimic the original skid.

Gympie Welding Works have returned a quote for \$6550 inc GST.
Cavalier Metal Works has yet to provide their quote.

Quotes for transporting the panels were sought from three different transport companies to compare with Smillies.

Claytons Transport and Cartwright's Transport both quoted \$2640 inc GST with both companies stating they can assist with storing the panels between shows. Ron Oliver, who Doris Drew has used in the past, provided a quote for \$3135. He did not indicate whether he could store the panels between shows though he did mention his prices may be cheaper if he can transport the panels as part of a backload.

I have asked Smillies to provide an itemised account of transport costs as incurred last year but have not yet received this information.

Paula Leeson

3.7 EDUCATION OFFICER REPORT

EDUCATION REPORT – AAA Qld Region, January 2011

Junior Handlers Competitions:

- **Certificate Templates.** Will have draft templates that I will email to Committee approval by end of Feb11, for use by Convenors at the 2011 Shows.
- **Junior Handlers Competitions.** Equipment Officer to advise if we have sufficient ribbons for the 2011 Show Season.
- **Junior Handlers Kit.** Equipment Officer to stock take the kit to be ready for use in 2011 Show Season. How will the kit get to the Toowoomba Show?
- **Toowoomba Show.** Convenor has asked me to run the training session and judge the Junior Handlers Competition again in 2011 and I have agreed to do so. The Competition will be run on the Saturday this year, instead of the Friday. The Convenor is providing me with a list of schools in the area so that I can write and invite / advise them off the Competition and encourage their participation.

Schools Program:

- **Rockhampton Grammar School.** Animals agisted at Pfeiffer Park Alpacas over the Christmas period. The school farm was flooded and as a result the animals will be agisted for at least a further 8wks after school returns, so that they have time to clean up and re-establish pasture. The school had a cria born during this period and now have two animals that they will be shown throughout 2011.
- **Logan, Biloela, Murgon Schools** no update provided by breeders assisting these schools.

Training:

- **Faecal Egg Counting Course.** Continues to generate funds for the Region, as Barbara Mills and myself have been selling FEC Kits for use at a small profit to the Region.
- **Other Breeder Training Courses.** I have had no breeders come forward offering to run training courses like the FEC Course which generated much needed funds for the Region. Barbara and I are prepared to run the FEC Course again this year if the numbers are there to support it.
- **Training 2011.** A Training Survey was published in the last QRIA. I received no responses! I will work on developing a couple of courses to run this year in the Region and put them to the Committee for endorsement. It will be on the basis of last years courses – that minimum numbers will need to be met in order for the courses to proceed, so there is no financial loss to the Region.

QRIA:

- **Seasonal Tips.** I have received no tips from any breeders to add to the Autumn Tips article to be published in the next QRIA.

MARKETING MATERIAL:

- **Resignation of Marketing Officer.** Melanie Hibbett has dropped off the marketing material to my farm and tells me did a stock take and provided information to President. Is this material to be used for NAW or do I just hold onto it and provide to members upon advice from someone like President?
- **Calendars.** I sold 3 Calendars at a farm Open Day last week and will transfer the funds to the Region's bank account next week. I recommend that we send out an email to all members, selling them at a reduced price of \$10ea now and the Region will cover the cost of postage to the purchaser. All the money received from sales is a profit – so we don't want to hang onto these, as one month of the year has past now. I'm happy to do up the advert to send out with approval from Committee and provide to Secretary to distribute.

Kelli Pfeiffer
EDUCATION OFFICER
AAA Queensland Region

3.10 WEBSITE REPORT

Queensland Website Statistics

	Dec	Jan
Number of Visits	164	230
New Visits	55%	55%
Traffic Source	Search engines 62% Referring sites: 30% Direct Traffic – 8%	Search engines 51% Referring sites: 35% Direct Traffic – 15%
Where are viewers from		Australia – 200 New Zealand 7 United Kingdom 5 Brazil 3 USA 3 Germany 2 Canada 1 Netherlands 1
Pages viewed	Home Page 162 /BreedersDirectory.html 70 /Calendar.html 13 /ShowResults.html 22 /Contact.html 10	Home Page 249 /BreedersDirectory.html 121 /Calendar.html 45 /ShowResults.html 38 /Contact.html 22

We did experience a peak around January 9 and 10 which might relate to the floods and people trying to find out who would be affected.

Breeders Directory Map

Dear Committee – Just a quick note to let you know that the Breeders Directory now has a Google Map of all our regions members completed. The link is here <http://qld.alpaca.asn.au/BreedersDirectory.html>

This should assist us in emergency times to work out which farms may be at risk and where help might be obtained close by. It will also help us to organize Open Days etc.

To use the map you simply double click on the part of the map you want to zoom in on. You can also “click and grab/drag” the map to manoeuvre it.

The only problem I had is that on the IAR some people had post office boxes and not the location of their farm. If we can ask members to review their map point and if they need any alterations to contact me. I have included website links and logos where I can (I actually need the URL address of the picture) – some people who Blog might like to add their link also. But we could also expand it to include what services are on offer or some people might like to put “no stock for sale” on their listing.

I have left the information in table form underneath for those who preferred it. If members do not want their farm on the map it can be removed of course.

Regards
Barbara Mills