

Australian Alpaca Association
Queensland Region

UNCONFIRMED COMMITTEE MEETING MINUTES
30 JULY 2011

Venue: RSL, Hervey Bay
Meeting opened: 12.10pm
Present: Anita Neeser, Di Baker, Jessie Raines, Paula Leeson, Kelli Pfeiffer, Marc Mullette, Brett Winterbine, Robyn Harrison, Fiona Laughton, Jenny White
Apologies: Nil

Agenda Items	Actions
<p><u>Election of Officers:</u></p> <p>President: Anita Neeser nominated for President Seconded by Fiona Laughton Passed unanimously</p> <p>Vice President: Fiona Laughton nominated for Vice president Seconded by Robyn Harrison Passed unanimously</p> <p>Secretary: Paula Leeson nominated for secretary Seconded by Fiona Laughton Passed unanimously</p> <p>Treasurer: Di Baker and Jessie Raines both nominated for this position</p> <ul style="list-style-type: none">• Jessie Raines gave a brief overview of her skills and experience managing a successful small business for 30 years.• Di Baker asked about time constraints regarding her work load and replied that this shouldn't be an issue.• Vote by show of hands: 5 votes cast, Robyn Harrison abstained.• Jessie Raines received the majority of votes and accepted the role of Treasurer.• Di Baker stood down from the Committee after declining to take on another position.• Anita thanked Di for her term as Treasurer <p>Jenny White was invited to resubmit her nomination to the Committee and accepted.</p>	

<p>The following Committee members will fill the roles of:</p> <p>Marketing: Kelli Pfeiffer Education: Marc Mulette Shows: Robyn Harrison FLO: Jenny White Equipment: Brett Winterbine</p>	
<p><u>National Committee Representative:</u> Esme Graham:</p> <ul style="list-style-type: none"> • Addressed the new Committee, congratulating the team and stressing she is available to assist whenever needed. • Also stated the National Board is available to assist if required. • Brief overview given of changes occurring in Head Office. • Copies of Minutes and Treasurer’s reports to go to Esme. • Esme is our conduit to the National Board • Also an unofficial voice 	
<p><u>Queensland Region President:</u> Anita Neeser addressed the Committee with points of Housekeeping:</p> <ul style="list-style-type: none"> • Work as a team at all times, • No decisions are to be made by an individual member alone. • No hurtful emails to be sent out. Work problems out with each other on a personal level, calling on Fiona or Anita to assist if required. • The AAA is to be our main focus, not to further our own agenda • Meetings to return to traditional format with documented agenda items • Minutes of meetings to have an action column beside each agenda item stating which member will be following up on the item and by when • Motions to be tabled at least 2 weeks prior to the meeting • Committee member presenting item to get uninterrupted talk-time. • Members are to indicate if they wish to speak with short time frame for reply (about 3 minutes). If a decision can’t be reached on an Agenda item, it will be deferred to next meeting, if this item is tabled. • If a topic/item needs urgent resolving, a majority voting system via email will be conducted. • Minutes back to the Committee in 48-72 hours, out to membership within one week. • All reports out to the Committee at least one week before the meeting • Reply to emails promptly • ‘Reply all’ emails to keep all committee members abreast of discussions 	<p><i>AN to check with Head Office whether motions need to be tabled 30 days prior and report back to next meeting</i></p> <p><i>Each committee member to provide a short biography for inclusion into the QRIA</i></p> <p><i>Each member to review roles and responsibilities by next meeting 16/8/11</i></p>

General Business:

Focus 2012:

- Anita requested members start thinking about Focus event and what topics to present.

All members to bring ideas for topics to the next meeting

Broad-acre farming:

- Fiona requested follow-up on promotion of alpacas to broad-acre farmers.
- Marc mentioned that Jeff Willis is spear-heading these discussions through the AAA.
- Fiona suggested 'Alpacas on Show' be held in different locations each year to promote alpacas to large area farming.

Marc to liaise with Jeff on outcomes.

Shows:

- Robyn Harrison suggested all shows need a rethink and overhaul; also suggested 'Colourbration' be a big main event show.

All members to bring ideas and suggestions re shows to next meeting

ORIA:

- Jill Willis is happy to edit at least 4 copies.
- Discussions about going electronic.
- AAA trialling an electronic version of Alpacas Australia though research shows most of the membership prefer hard-copy. Arguments for both views presented.
- Suggestion made for members to opt-in for electronic version.
- Marc suggested members be offered 3-4 business card adverts as an incentive to switch to electronic version, depending on ongoing costs.

Marc to check with Jill whether this is a viable option and report back by next meeting

Website:

- Anita has asked Barb Mills to investigate a password for the Region's website. Barbara is checking up on this with AAA.

Marketing:

- Kelli to seek samples of alpaca end-product from carpet makers, woollen mills, doona manufacturers, etc to showcase the versatility of alpaca fibre.
- These will available to be on display at each show.
- Garments and or other alpaca products should also be show-cased.
- New Qld industry directory needs to be printed. An index to be included in the next version linking surnames with stud names to improve ease of use
- Anita mentioned the AAA logo is changing and all existing banners will need to be replaced. Brett suggested checking with the National Board about funding to assist with replacement

Kelli to organise

Kelli to draft a letter calling for expressions of interest in advertising space in the booklet

AN to approach the Board via Esme

<p><u>Education:</u></p> <ul style="list-style-type: none"> Anita raised the opinion that the up-coming fleece education day be run by an industry person. <p><u>Budget:</u></p> <ul style="list-style-type: none"> 6 padlocks keyed alike to be purchased for the skids. Peter Leeson may be able to provide these free of charge. 6 baling bags need to be purchased before the next pressing day. Moved Fiona, seconded Marc, passed. Budget forecast for each Qld show to be compiled as soon as possible to the committee for planning and evaluation. <p><u>Business Plan 2012:</u></p> <ul style="list-style-type: none"> Each member given a copy from AAA to return with ideas to the Ekka meeting <p><u>Thank-you letters:</u></p> <ul style="list-style-type: none"> Letters to be sent to Barb Mills for her ongoing excellent web management, also to the outgoing committee members, QRIA editor, AHW officer and ‘Alpaca of the Year’ score keepers <p><u>Future Meetings:</u></p> <ul style="list-style-type: none"> Dates for remaining meetings to be set down at the next meeting 16/8/11 where Brett will also have information re Skype. 	<p><i>Marc to contact AAFL to arrange a suitable presenter</i></p> <p><i>RH to compile and liaise with all the Show convenors</i></p> <p><i>Fiona to send Business Plan to each member for perusal and comment</i></p> <p><i>Anita</i></p> <p><i>Brett to bring info re Skype to the next meeting</i></p>
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Next Meeting: Tuesday 16/8/11 at 5pm at the RNA Showgrounds

Meeting closed: 1.03pm

**MINUTES RATIFIED &
SIGNED:** 16th August 2011

President: Anita Neeser

Secretary: Paula Leeson