

Calpaca BOD Meeting Minutes Per Zoom

Date: January 8, 2024, 2024

Time: 7:00pm

The California Alpaca Breeders Association (Calpaca) represents alpaca owners, breeders, and enthusiasts in California and beyond. We promote the well-being of alpacas and education of the public about alpacas, alpaca fiber, and alpaca products. We support each other through shared information and experiences, and host meetings, speakers and shows for the benefit of members and the public.

Welcome and call to Order -- David

Meeting called to order at: 19:12

Attendees: David Scroggins, Brandi Mello, Sabina Karr, Michael Gomez, Larry Macedo. All board members present.

Documents/emails to review at this meeting:

- 1-8-24 – BOD Meeting Agenda
- 12-11-23 Meeting Minutes -attached
- David's letter to CALPACA members
- Revised election report for mail only voting Nov 7, 2023
- Davids letter to BOD: Ballots vs Votes/ Members vs Farm Membership
- Current Treasurer's report 2024–Brandi
- Current 2024 Membership report- Brandi

Item 1: Discussion/Action/Motion—12/11/23 BOD Minutes:

Recommendation/Motion: Approve the minutes from the December 11, 2023 meeting

Discussion: approved

Motion by: Brandi Mello

Second by: Larry Macedo

Vote: *in favor* 5 against: 0 abstain: 0

Item 2 Discussion/Action—Treasurer's Report: Brandi

Recommendation/Motion: Approve the Treasurer's report as presented

Discussion: Discussed Quick Books, **Microsoft, & insurance as monthly expenses. Sabina suggested that president should have access to ensure transparency and discussion continued related to limited access to multiple members.**

- **Current cost of quick books is \$55./month**
- **Microsoft - \$30/ month to ensure emails.**
- **Zoom cost – Larry will look into it.**

Motion by: Brandi

Second by: Sabina

Vote: *in favor* : 5 against : 0 abstain:0

Item 3: Update—2024 Membership: Brandi

New Members: 0_ Associate Members; 0 Farm Members; 23 Total Members_23 \$Paid

Item 4: Round Table

- Old Documents related to Calpaca – Brandi
 - Discussed keeping all documentation in the last 7 years
 - Dave offered to review documentation prior to discarding to ensure no loss of historical documents.
- Bank requirements for signature cards – Brandi-
 - Discussed president to be on all banking requirements.
- Meeting Times & Dated BOD meetings – 0630pm ?
 - Will be changing meetings from 19:00 to 18:30. Starting 2/19/24
- Voting Process and discussion
 - Refer to Document: Ballots vs Votes/ Members vs Farm Membership
 - Reviewed voting process discussion on two separated ballots being mailed out to each farm member.
 - Michael Gomez suggested having 2 separate ballots sent together. Further discussion to continue.
- Zoom – will look into cost to ensure committees have access.
- Zelle vs Venmo- Discussed, will revisit item.
- Website/Open Herd
 - Collette Peterson may be a candidate to work on the website. Larry Macedo will follow up.

- Committees: Discussed forming committees with a BOD liaison for each committee
 - Membership- (Brandi Mello- liaison), Sheila Scroggins – Roster of membership provided electronically?
 - Provide links for easy access.
 - Discussed New membership letter – welcome! To include membership benefits.
 - Renewal date of Jan 15th
 - Fiber – (Larry Macedo- liaison)
 - Education/ Symposium – (Sabina Karr - liaison)
 - Fund raising- (Dave Scroggins-liaison) Donnie Karr potential chair
 - Show Committee- (Michael Gomez-liaison)
 - Pen Sale / Herd Sire Pen Show (Larry & Michael)
 - Bylaws- (Dave Scroggins (liaison), Sara Mattia, potential chair
 - Connection- Once a year edition – will follow up on further discussion regarding an editor.
 - Youth Committee: (Sabina Karr-Liaison)

David to consider resolutions to create guidelines for each committee.

Updates, questions, concerns, comments

- Larry suggested a calendar to set dates for shows and meetings. – Sabina will work on the calendar.
- Larry discussed changes in Sabina & Michael changing roles as Sec & Member at large. Felt it was a BOD decision. David had reviewed bylaws to previous meeting minutes to as forming the Current BOD

no guidance was provided to regarding the final decision. Michael & Sabina are in agreement: Sabina will be secretary (2024) & Michael will be member at large. (2024).

- Larry suggested frequent updates to the Calpaca website. Just need to confirm who will be doing it.
- Larry and Brandi will be working on a budget for 2024.
- Discussion regarding Calpaca trailer currently at Brandi's house. Need to revise outside logo. Tires replaced last year 2023.

Where is the official Association seal????

- Discussion to purchase a new seal
- Motion to purchase: Brandi, Second: Sabina All in favor

Item 5: Motion to adjourn

Motion by: Dave Scroggins

Second by: Sabina Karr

Adjourned at: 20:36