



## **Minutes of the MOPACA Board of Directors' Meeting, 1st December, 2016**

Present: Theresa Kaiser, Steve Rush, Beverly Stock, Sheri Jacoby, Patti Jones and Jeanette Campbell

The meeting was called to order by Theresa Kaiser at 8:07pm.

**Approval of Minutes:** Minutes of the meeting of 3rd November, 2016 were approved.

**Treasurer's Report:** Patti reported that she had not been able to talk to the CPA. An appointment has to be made. Patti asked if anyone gets a copy of the tax return. Steve asked if they had been posted on the website. He had sent a copy to Gwen to publish. It was a Federal requirement that the tax returns be published. Patti reported that the CPA had asked for information on the PayPal account including login. Patti did not understand why she needed this. Steve had received an email from Audrey regarding the 2017 budget and when this needed to be completed and approved. The Administrative Manual indicates that the draft budget should be submitted in November. The Bylaws require approval by 90 days after the end of the year. It was hoped this could be done in January. The President should prepare the budget although for many years the Board members have done this. It was suggested that this be a committee effort. Beverly volunteered and she and Patti will work on this for the next meeting.

### **Committee reports**

**Education:** Sharon Heimes has arranged the winter seminar for January 28<sup>th</sup> 2017. It will be held at the Super 8 hotel in Bonner Springs, Kansas. The speaker will be Dr Signe Balch and the topic will be 'Keeping an alpaca herd healthy'. This will include breeding and neonatal issues, parasites and nutrition. The hotel rooms are \$90 per night. Attendee costs were discussed and agreed. Members' cost would be \$65 and non members \$75.

**Website:** The website developer has a draft for the required shopping cart. Progress has been made but it is not available yet.

**Newsletter:** Liz Vahlkamp is planning a newsletter for after the holidays and then one before the MOPACA show.

**MIAS:** Theresa reported that everything was moving along. There had been glitches on the website which had been fixed. She had sent information about 'perks' to the Show Committee. There had been very few entires for the Spin-off. Theresa had discussed with the judge and the deadline for entires can be extended until 1<sup>st</sup> February, 2017.

**Old Business:**

**Election:** Steve reported that Terry had been ill. To date, no volunteers had come forward for the Secretary or Board Member positions. Beverly had agreed to stand again for the President position. The question was raised as to whether there was a back up plan for this situation. Steve would talk to Terry again and perhaps help with calling. There was a suggestion that Claudia Hey who had been on the last ballot for Board Member should be asked again.

**Admin Assistant:** An application had been received from Donna Martin. She had the necessary skills and a background in marketing. It was agreed that she be offered the position.

The meeting was adjourned at 8:58pm

Respectfully submitted,

Jeanette Campbell

MOPACA Secretary