



VER ARM Meeting Minutes CONFIRMED

Date and Time: 8th September at 10am

PRESENT: Jenny Miles, Paul & Heather Gardner, Marie Fitz-Gerald, Wendy Lyons, Kath Borrow, Daphne Gregory, Lynda & Nic Holdsworth, Greg & Jenny Bradshaw, Hans & Christine von Poppel, Wendy Talbot, Chris & Russel Pendlebury, Tammy Attenborough, David Daddo, Romaine & Vivian Blacker, Sue Hatfield, Maddy Bissels, Joy Skinner, Jonathan Provis-Vincent, Lezley Golding, Dorothy Stokoe

APOLOGIES:- Martin & Michelle Bissels, Julie & Tim Blake, Lynne Kimber, Annette & Keate Woodgate, Louise Lazarus, Jean Daddo, Joanne & Robin Daniel, Trish & Sean Munley, Alison Welch, Rachel Burnet, Kylie & Colin Taylor, Steve Golding, Jen McDavit

Venue: Bunyip Hall, 38 Main Street Bunyip

Chair – Maddy Bissels. Meeting opened at 10.10am

	Action	Responsibility
<p>Welcome from President.</p> <p>Acknowledgement of attendance and apologies</p> <p>Acknowledgement of Chris Pendlebury organising today's venue and Jonathon Provis-Vincent for accepting invitation to be the chair person and returning officer</p> <p>Bob McLeod acknowledgement of passing and commitment to the VER:-</p> <p>“I would like to acknowledge the passing of one of our most dedicated members, Mr Bob McLeod. The region would like to extend our deepest condolences and sympathies to his wife Helen and family. Bob was a very dedicated member for over 20 years running nearly every show alongside his wife Helen, and contributing countless hours to the betterment and advancement of our region and industry. Bob's commitment was remarkable and will be sorely missed by the region.</p> <p>We wish the best to his family moving forward.”</p> <p>Written by Maddy Bissels</p>		



<p>Confirmation of previous minutes of ARM</p> <ul style="list-style-type: none"> - ARM minutes 2018 moved by Marie Fitz-Gerald and seconded by Chris Pendlebury 		
<p>Presidents report - see Attachment 3</p>		
<p>Treasurers Report - see Attachment 2</p>		
<p>Secretary Report - see Attachment 1</p>		
<p>News Social Media Report - see Attachment 1</p>		
<p>Show convenors report - see attached - MB</p>		
<p>7. Notification of decisions made affecting members of the Region.</p> <p><u>AAA accounting costs:-</u></p> <p>“The AAA has been looking into ways of minimising their regional accounting costs. Due to this they offered the regions the opportunity to centralise their financial reporting to the National office.</p> <p>This offer was spoken about at the March ORM with the committee indicating that the centralisation of the financial reporting was not required at this stage.</p> <p>On the 20th of August, the VER treasurer and I received an email from the National treasurer stating that the board had resolved at a meeting in June that the costs of the MYOB license fees and external accounting and audit fees would be passed onto each of the regions who chose to retain their own books. We were promptly sent the first monthly invoice which we have not yet paid.” Maddy Bissels</p> <p>The invoice forwarded from the AAA appears to be a monthly cost of \$80 + \$30.</p> <p>The President will seek further clarification regarding these charges at the AAA Regional Presidents meeting scheduled for early 2020. In the meantime the committee have chosen not to pay this invoice.</p>	<p>Seek further clarification</p>	<p>Maddy Bissels</p>



Members present at the meeting agreed to not pay until further clarification can be sought.		
<p>8. Adoption of regional accounts for the year.</p> <p>Treasurer moved that the regional accounts be adopted, Kath Borrow Seconded.</p>		
<p>9. Election of Regional President, Regional Vice President, Regional Secretary and Regional Treasurer. Positions are filled as follows:-</p> <ul style="list-style-type: none"> - Madelayne Bissels – President -Chris Pendlebury – Vice President -Nic Holdsworth – Treasurer -Wendy Talbot - Secretary 		
<p>10. Election of Regional Committee. Positions are filled as follows:-</p> <ul style="list-style-type: none"> -Joy Skinner -Russell Pendlebury -Lezley Golding -Vivian Blacker 		
11. No agenda items were received.		
Meeting closed 11am		



Attachment 1

ARM Reports – Secretary and Facebook/Website

8th September 2019

Facebook/Website

- Decision made to stay with Steven Brumby, Mandalay Alpacas for hosting and maintenance of our current website.
 - Steve is very efficient and contactable, resolving any issues with website very promptly.
 - Website is well designed for our local use and communication to alpaca community
 - AAA Regional website option to be reviewed during 2020
- Website is mainly used for information, little use of the Alpacas for Sale section.
- Facebook continues to be a great method of communicating alpaca related news.
 - I have tried to broaden the content by introducing weather related warnings, agricultural news etc.

I would like to continue in the roles of Website Editor and Facebook Co-ordinator in 2020. To do this I will need the following:-

- Advice of changing membership so VER Website can be maintained with accurate membership details
- Notification of events and communications.

Secretary

- Regional achievements for the 2019 year include:-
 - Written Objectives developed for the region to plan and work towards
 - Operational Plan written and delivered to the AAA
 - Providing opportunities for socialisation and sharing of knowledge and experiences
 - Reintroduction of the Spectacular Awards Night and Dinner
 - ORM on 23rd March and 28th July, 8th Sept
 - Training Days – Stewards Training, Halter Workshop, Shearing Workshop, Peruvian Workshop
 - Increased opportunity for product sales
 - Events such as Lilydale, Holland Festival, Lardner Show, Farm World, Royal Melb Alpaca Show
 - Providing members with a voice
 - Survey
 - Meeting Operating Budget
 - Budget Spreadsheet to assist with Show/Event planning



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- All show events have paid for themselves
- Industry Promotion
 - Events such as Halter/Fleece Show, Farm World, Listings of Open Farms, Alpaca Week, Facebook and website promotion of events
 - Engaging with Youth Alpaca activities
- Recognition of regional achievements
 - Awarding of championships in fleece and halter shows
 - Spectacular Craft competition
 - Alpaca of the Year awards
 - Best New Breeder Award
- Communication of information to all members via email, Facebook and Website
- ORM and Committee Meetings/Teleconferences as required throughout the year were held
- Handover of the following will be provided:-
 - Minutes/Agenda templates
 - Events Listing planned for next year
 - Notification to AAA of new committee
 - Any outstanding correspondence



Attachment 2

Treasurers Report 22nd September 2018

2017-2018 Financial year Revenue \$29245.96 slightly exceeded expenditure \$29010.23 by \$35.73. Which I consider a good result. See VER Website Members Zone for details.

2018-2019 Has started well with the Alexander show showing a small surplus of \$123.00 which is a great result considering the added expense they have with the required hire of the marquee without the fleece show and sponsorship the result would have been quite different. Congratulations to Hans van Poppel and his team a job well done. Also we have started invoicing again for the VER website advertising, this it would appear has been neglected by previous administrations but now is back in place, the revenue from this along with the Wifi Commission has put another \$1417.00 into the bank account so far for this financial year. The only negative we have had was the cancelled VER Spectacular which incurred an expense of \$300.00 lost deposit and \$881.97 on ribbons (90% of the ribbons will be able to be used again). Finally there are expenses and revenues showing on the P&L for non-completed events which as time progresses will come to a conclusion.

Capital expenditure, last report I mentioned that I had written to the AAA seeking permission to use and store AAA panels currently stored at Bendigo Show Ground. The AAA has agreed in principal to the proposal however we are still negotiating the transport responsibilities for the panels return to the Nationals venue, where ever that may be. Currently we have 300 AAA panels at Lardner Park, we now just need to work out how best to transport them economically and secure them.

YTD P&L as of 22/9/2018 available on VER Website Member Zone.



Attachment 3

President's Report

This year saw the implementation of a more open line of communication between members and committee with the implementation of Committee meeting minute summaries being made available in the members zone on the VER website. We reintroduced the portfolio of asset manager engaged a new task force for the VER spectacular headed by Lezley Golding. Established a new member mentor system, with a member from north, east and central VER offering to be a point of contact for new members.

The Lilydale paddock to product event was run and while generating a great public interest in alpacas, unfortunately it didn't generate the sales for the breeders present and as such it was decided that it was unlikely the VER would return to Lilydale but we encourage the Victorian Alpaca Youth Group to attend this event once again. Similarly to this the VER participated in the Holland Festival held at the Berwick Showgrounds which seemed to be more successful for breeders present and many of those in attendance said they would attend again next year. 2019 also saw Farm World return again with the VER again having a presence. This event like many of our shows, proved a success by turning a profit. We also ran a stewards workshop in March and it was great to see the number of attendees making it easier for convenors to acquire help for shows. We have also organised a shearing workshop to take place at Stevley Park Alpacas on the 27th of October.

The committee also purchased new assets for use by members. These included getting highly visible A boards for use at all events which help members and public alike, to find the location of our events. A motion was passed at the last ORM to purchase 90 new fleece boxes for the VER and more recently the committee decided to upgrade the lighting and sound equipment. We also developed an objectives document and strategic plan for the next 24 months.

I would like to thank all members of the committee for their time and effort over the past 11 months and wish the incoming committee the best for the year ahead. Hopefully over the next year the incoming committee can continue to work towards achieving the objectives and operational plan.

Show Convenors/Events report

Overall halter numbers were pretty steady over the last 12 months. Fleece numbers were down but that can be attributed to the season with many fleeces being dirty and appearing tired before the showing season even began. Unfortunately the spring rain didn't occur on many farms and thus the ground dried out much quicker than previous years. I commend the efforts of members to get both animals and fleeces to shows despite the harsh conditions many experienced over the last 12 months.

Our shows and events were attended with enthusiasm and a great willingness to help. Farm World proved a success yet again with many exhibitors keen to attend again in 2020. The spectacular was a great night enjoyed by all who attended with great food and entertainment. Overall our events ran at a profit which absorbed general costs of the VER.