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| Related image | LANA Board of Directors Meeting  September 12, 2019  Minutes |
| ***Present:***  Jana Kane, Michelle Kutzler, Maureen Macedo, Kathy Nichols, Joy Pedroni, Dolly Peters, Susan Rich, and Cathy Spalding  ***Absent:*** Lee Beringsmith |
| **TO DO LIST:**  **Joy & Maureen**: collaborate re the “Social Media Website Specialist” duties  **Sue**: US Mail the letter to members re Cal-ILA & LANA  **Kathy**: include the Cal-ILA/LANA letter in the newsletter  **Joy and Maureen**: post the letter on facebook sites  **Joy:** eBlast the letter to member  **Sue:** ID LANA BOD meeting dates for 2020 – June.  **Michelle**: send Sue the link for refrigerator magnets  **Sue**: investigate refrigerator magnets: cost, etc. and report  **Kathy**: send youth email addresses to Joy  **Joy**: address local kids about a performance clinic  **Maureen**: propose a fiber clinic (date & content) to BOD via email  **Maureen:** ask about the size of the trailer hitch for the Cal-ILA trailer  **Sue & Maureen**: collaborate on a calendar of events  **Joy**: secure Sly Park for the last weekend in May: May 29 - 31 | **Call to order and review of the agenda**  President Michelle Kutzler called the meeting at 7:07 PM.  **Revisions:** change of order, request to table items, additions to the agenda, etc.  Maureen requested that the Camelid Symposium be added to the agenda, and it was added to the Cal-ILA and LANA Collaboration section of the agenda. Kathy requested that we place the Hobo Show on the agenda as well. It was placed on the agenda after the Newsletter section. |
| **Changes to LANA Board of Directors**   * **Vote on two new members: Maureen Macedo and Lee Beringsmith** – Kathy moved to accept Maureen Macedo and Lee Beringsmith as new Directors to the LANA Board. Dolly seconded the motion. The motion was amended to clarify that these would be three year terms. The motion passed unanimously. * **BOD Agreements re Conference Call Etiquette**: Michelle reviewed the five “norms” listed on the far left of every agenda. It was noted later during the meeting that we do not typically take a vote via a roll call (as the 4th norm indicated), and that “norm” was amended to reflect actual practice. * **Potential new office: *Social Media & Website* *Specialist:*** This new office would include: 1) sending out the eBlasts from LANA, 2) maintaining the LANA facebook account , and 3) updating the website. Joy indicated she would be happy to teach the new officer the website program and to pass off all the requisite passwords. Any new social media platforms would be welcome. Lee did the Facebook for Cal-ILA. Maureen does do some platforms like Instagram and twitter, and she would be willing to help with some of these tasks but she is unfamiliar with websites. Joy and Maureen will talk, and we will wait to hear from Lee. |
| **Past meeting minutes**   * **Approval of August 8, 2019 minutes**: Michelle asked for any corrections, and none were offered. Joy moved to accept the August minutes as written. Dolly seconded the motion. The motion passed unanimously. |
| **Treasurer’s Report**  **Financial updates/reports:**   * General fund: The balance stands at $ 2,819.90 with 4 withdrawals: augmentation for conference call services, $100 to ALSA for sanctioning a show, and continued payments for the storage shed. Tricia Robuck provided a membership fee that is yet to be deposited. * Lana Lifeline: Then fund balance remains the same as last month: $7514.92. There have been no deposits nor withdrawals. |
| **Secretary’s Report**   * **Update on communications**: Susan reported sending a note of condolence to John Trauth, and she read a response from him thanking LANA for its thoughtfulness. |
| * **Communication to LANA members about recent decisions re Cal-ILA & LANA**: The Board reviewed a draft letter sharing the updates about the decision to close down Cal-ILA and consolidate resources with LANA. The name of the May Show was clarified: *Marvelous May Performance Show*. There was discussion about what to do with the letter. and it was decided that: 1) Susan would US Mail the letter to members (current and recent) along with other information, 2) Joy would eBlast the letter afterwards, 3) Kathy would include the letter in the LANA newsletter, 4) Maureen and Joy would place the letter on the Cal-ILA and LANA facebooks/websites respectively. * **Letter of thanks regarding support of research (Michelle**): Michelle sent a letter out to the BOD’s prior to the meeting. The letter thanked LANA for its funding of the valley fever research through the Morris Foundation. Michelle read the letter. This is a one year project, and so a report should be available about this time next year. This was well done of LANA to support the research. * **Meetings dates for LANA BOD in 2020**: It was determined to continue with the second Thursday of the month. Sue will note the added dates on the next agenda and these minutes. | |
| **LANA Membership Drive: plans for 2020**   * **Possible slogan or drive theme**: We don’t really need a theme or slogan. * **Thank you ideas for member renewal:** Discussion of possible “thank you” rewards for membership renewal included: 1) redesign LANA logo decals with the year or 2) the # of years a person has been in the organization (this would prove difficult due to lack of records, 3)) LANA logo on refrigerator magnets. Sue will investigate the cost of magnets. Michelle found an online source, and she will send the link to Susan. Sue will send out a proposal to the BOD for approval. | |
| **Newsletter**: Kathy reported that Joy had eBlasted the link to the newsletter yesterday. Joy indicated that it was fabulous. Kathy shared that it was about 36 pages. She is working on articles for the next edition. Kathy wants to restart the section welcoming new members. There used to be a list of events – every event, not just those that are LANA supported. So Kathy would like to invite readers to submit their activities. She wants to resurrect a report from Lifeline to keep that in focus. Kathy wondered if we could include an “ask” for donations to LifeLine and the Youth Activities. A lot of the rescues now are for alpaca. Maybe we could include something about Lifeline so people know what it is. Susan reported that she submitted a request to interview the llama owner featured in the Parade magazine, and she is waiting for a response. | |
| **Hobo Show:** Kathy has secured the two judges, and the show has been sanctioned. Joy has sent out the contracts. The show is the second weekend in February, the 8-9th. | |
| **Plans for Clinics**   * **Date secured for kids’ clinic in November**? Sabina has not yet responded to Joy in regard to a date. Kathy will provide Joy with the email addresses for kids to try to ascertain interest and possibly secure a date. * **Other clinics?** Maureen was requested to put on a fiber clinic. She will look for possible dates. She will put together a list and get it out to the members sometime this week. | |
| **Cal-ILA/LANA Collaboration**   * **Update on Cal-ILA progress:** Maureen is working on the close down of Cal-ILA. The CD matures this month ($10-$15K), and this will be transferred over to help take care of some outstanding expenses. A recently mailed registration check is to be returned, as per the advice of the lawyer. The Cal-ILA trailer needs to be transferred down to the Macedo’s. Susan asked Maureen to ask about the size of the ball on the hitch in order to prepare for the transfer. * **Calendar of events**: Sue and Maureen will collaborate on a calendar and route a draft out to the BOD. * **Camelid Symposium**: The symposium site is live, and LANA members get the same discount as the CalPACA members. Check out: camelidsymposium.com. Location: Courtyard at CalExpo. January 18 and 19th is the weekend. Cal-ILA will sponsor. LANA will be credited as a sponsor without making any donation. We will need to put together a list of LANA attendees for an early bird submission. First part of October, the full agenda should be available. This would not be appropriate for kids, for the most part. Might LANA want to sponsor a youth with a reduced registration fee? Might Cal-ILA offer a scholarship? | |
| **Shed Update**  **Date for obstacle sort, purge and consolidation**: Cal-ILA will be purchasing a pod for placement at the Macedo’s and we will wait to hear on this. Maureen would like it in before the holidays, if possible. | |
| **Unfinished/Pending Business:**  **Holding** for a later discussion:   * Evacuation Webinar * Sly Park plans and alternative trails for hiking: Joy will try to secure Sly Park for the last weekend in May: May 29-31. | |
| **Request for agenda items for next meeting**   * Llama Activity calendar * Hobo Show * Membership drive * Clinic plans * Cal-ILA update * Pod/Shed progress * Any additional agenda items can be sent to Sue | |
| **Date for next conference call meeting**:  Next Board Meeting: October 10  Calendar for2019: November 14 (Sue is absent), December 12 and for the start of 2020: January 9, February 13  (Sue is absent), March 12, April 9, May 14 (Sue is absent), June 11 (Sue is absent) | |
| **Adjournment**: Michelle called for a motion to adjourn the meeting. Susan moved, and Dolly seconded to adjourn, and the meeting ended at 8:29 PM. | |