



PLTA BOARD MEETING MINUTES: *TUESDAY, MAY 18, 2021*

Introduction

Location of Meeting:	Tele-Conference Call
Call to Order Time:	7:06 MST, Quorum achieved at 7:12
Adjourn Time:	8:12 MST
Board Members Present:	Tom Seifert, President John Fant, Vice President Lisa Wolf, Secretary Greg Hall, Director at Large Scott Noga, Director at Large
Board Members Absent:	Jen Hood, Treasurer Laura Steere, Director at Large
Other Attendees:	None
Last meeting:	Tuesday, April 20, 2021
April minutes posted for review:	Tuesday May 18, 2021
April minutes approved:	Tuesday May 18, 2021
Next meeting:	Tuesday, June 15, 2021
Attachments:	Bylaws excerpt

Summary of Decisions Made

- Accepted the documentation of the changes in pack trial certifier requirements as policy.
- Voted to extend terms for president, secretary, and treasurer for six months while searching for people to mentor and take over the positions with the caveat that if interested parties cannot be found, The board will determine whether or not to shut down the PLTA.
- The board approved Scott Noga to be the official Facebook administrator and use the PLTA title when posting. He will work with Becky Cunningham, who also has administrative rights, to keep the site active.

Treasurer's Report:

Treasurer's Report for April 2021	
INITIAL BALANCE for PLTA U.S. Bank account on March 31, 2021	\$3764.87
DEPOSITS	<u>\$207.68</u>
Membership Fees	\$
Associate Fees	\$ 0.00
Llama Registration	\$ 0.00
Sanctioning Fees	\$ 0.00
Other	\$ 0.00
Interest	\$ 0.02
EXPENDITURES	<u>\$ 803.00</u>
MONTHLY NET INCOME	\$ (595.32)
ANNUAL NET INCOME	\$ (933.96)



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ENDING BALANCE for PLTA U.S. Bank Account, April 30, 2021

\$3169.55

Secretary's Report:

Administration:

- Cameron Gordon has expressed interest in supporting the PLTA in a close working relationship of some kind
- Thomas Rachiele (509) 998-7953, trachiele@gmail.com has expressed interest in supporting the PLTA in a close working relationship of some kind
- We have a number of new associates and members via the BLT pack trial. Payment to the PLTA for memberships and registrations resulting from the trial was \$235
- Bob Blount renewed his membership.
- Becky Cunningham reports that there are 1042 followers of the PLTA Facebook site.
- Bob Blount pointed out that PLTA is not active enough on Facebook to promote the organization. He provided names of several organizations to link to as a way to give us more visibility. Becky Cunningham, our Facebook volunteer, is pursuing that.

Pack Trials:

- The BLT Pack trial was a success. Six separate trials were run; five Basic trials and one Advanced. We canceled the Elite due to lack of handlers. And Cameron Gordon and Thomas Rachiele both were unable to come. Because of COVID issues and downsizing of the even, we did not invite Steven Mortinson to come and film.
- Bob Blount expressed interest in holding a Basic Pack Trial at McIver park near Estacada
- I am currently reviewing the paperwork for the trial and preparing to send it to Tom
- I will deposit the checks at the local US Bank office.

Database: I am working on issuing numbers for Bob Blount's llamas

Status of 'Actions Going Forward' from the April Meeting

A "to do" list for board members and volunteers

Person	Assignment	Status
Lisa Wolf Tom Seifert	Continue work on videos	Ongoing
Greg Hall	<ul style="list-style-type: none"> • Investigate groups.io solution for uploading Mileage Club reports • Find out how SSLA deals with liability insurance 	Not done yet To Do By 6/15/21 ¹
Scott Noga	<ul style="list-style-type: none"> • Check with outfitters about assisting Waykin Foundation • Send contact info for Wallowa Llamas to Tom Seifert 	Done Done ²
Tom Seifert	<ul style="list-style-type: none"> • Contact Office Depot regarding printing cost for field notes • Contact Pack Trial Governance Committee regarding changes to Certifier requirements • Contact current and past certifiers 	Soon Asap Asap
Lisa Wolf	<ul style="list-style-type: none"> • Investigate layout options in Word for Field Notes • Review Pack Trial Field Notes text to see if changes need to be made regarding certifier authorization 	Asap Done
Board	<ul style="list-style-type: none"> • Review Field Notes for errors • Review & approve or disapprove changes to certifier authorization requirements • Consider options for Board officer replacements 	Partially done ³ by 4/27/21 Done

Discussion:

¹Greg will be meeting with the SSLA in the next ten days and will discuss insurance options with them then.



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²Tom passed information from Scott to the Waykin group and also extended Laura Steere's and Greg Hall's names as supporters in the eastern US.

³Tom and Greg reviewed the Pack Trial Field Notes and found no errors.

Old Business

Approval of April Minutes

Issue: The minutes for April were posted electronically for review on May 20th.

Discussion: No corrections were requested.

Vote to Accept or Deny: Minutes were officially accepted by members present

Meeting Schedule

Issue: Some board members have requested that the Board meet bi-monthly rather than monthly. Points supporting this include the fact that other organizations meet bi-monthly, we don't have many events taking place right now, and we could go bimonthly for an hour and a half rather than one hour. It was also pointed out that the secretary or president should call special meetings in the interim between regular meetings if necessary, and the secretary could remind people to participate in on-line project work.

Discussion Points:

- We never fail to fill an hour in order to complete our monthly agenda. Meeting every two months would likely require two hours or more.
- Unlike larger organizations that meet bimonthly and whose boards are not necessarily directly engaged in projects, our board is actually the PLTA working group.
- We have tried doing our work on line, with no success.
- We tried having bi-monthly meetings and lost our energy moving forward, lost track of things, and work didn't get done.
- Meeting every month keeps us, especially the secretary, on track for getting things done.

The discussion got truncated when more board members joined the meeting.

Action going forward: No Action was taken.

Terms for President, Secretary and Treasurer End in June

Issue: Terms on the Board end at the end of June for President Tom Seifert, Treasurer Jen Hood, and Secretary Lisa Wolf. We have no one interested in filling any of those positions. What should we do?

Discussion:

- PLTA membership has reduced in size since the bylaws and standing rules were created so we have a much smaller pool to draw from.
- We could extend term limits and/or alter the bylaws if necessary
- This situation emphasizes the need to increase the membership so that we have a larger pool of potential candidates to draw from
- Member Becky Cunningham (Facebook volunteer) has been in conversation with members Cameron Gordon and Thomas Rachiele who have expressed interest in participating more fully in the organization. Both of these men are young and are starting pack llama breeding programs so they have an interest in perpetuating the organization.
- Extending term limits works only if the officers involved are interested in accepting that.
- Tom has medical issues that leave him unsure of his ability to take on another term, but would be willing to stay on for a several months to mentor a candidate.
- Lisa is also willing to do so.
- If we can't find candidates to mentor we will shut down the organization.
- Other organizations establish co-chairs to train people to take over the role. We could do something similar.



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- Lisa and Tom have a lot of valuable experience and history. Would it be possible to keep them on the board as directors at large, so as not to lose that expertise?
- A number of secretarial projects are not in good shape to hand off to anyone right now, so mentoring would be critical. These include the website, database, and Pack Trial Handbook update. Turning the website over to someone may require re-establishing it on a platform other than Joomla which would require considerable time and expertise.
- Perhaps we could bring in someone to be secretary who would do minutes and agenda while retaining Lisa to handle database and website.
- Lisa is willing to retain database and website responsibility if someone else handled keeping projects on track and taking care of agenda and minutes.
- Can we mine the SSLA or the southern California organization for someone to take on minutes etc.?
- If we were successful in finding help in the SSLA, it would also increase our visibility with that organization.

Action going forward:

- Tom Seifert will discuss the situation with Cameron Gordon and Thomas Rachiele.
- Greg will contact SSLA members in search of someone to take on secretarial duties.
- Tom will contact the southern California and Colorado organization and other groups in the US
- John will provide Tom with contacts for the south central US.

Vote on process:

Motion: The board issues a six month extension for officers who's term limits end in June with the goal of finding replacement officers and mentoring them to take over the position. If we cannot find people to be mentored, we will determine whether or not to shut down the PLTA.

Results of Vote: Unanimous agreement by members present.

New Requirements for Certifier Training and Authorization

Issue: The board revised and restructured the requirements for certifiers. They were given a month to review the documentation. At issue is whether the documentation is accurate and complete and can be accepted as official policy.

Vote on Acceptance of new policy: Unanimous by members present

Action going forward: Tom will write a letter to the certifiers explaining the changes.

Next step for 'Pack Trial Field Notes': Tom

Issue: The board was assigned to review the document for errors. Tom was looking into options for printing via Office Depot but has not done that yet. .

Discussion: Tom, Greg, and Lisa have reviewed the document and found it satisfactory.

Action going forward: Tom will get information from Office Depot to compare with information already gleaned from his local printer. He will make this information available to the Board. The board will then vote electronically on what option to proceed with for printing with the goal of getting it done before the next meeting.

New Business

Central Oregon Llama Show

Issue: The show is coming up this next weekend and presents an opportunity to recruit members. Is anyone planning to attend?

Discussion: No one plans to attend. Sherrie Halligan might be a good contact. Check their website.

Action going forward: Tom will make contact.



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Facebook Page

Issue: the site has mostly information about events, but little about promoting the association. .

Discussion:

- Information can be mined from the PLTA website
- We need to have more activity on the site so that people remember we exist.
- Presently both Scott Noga and Becky Cunningham are listed as administrators on the PLTA Facebook page.
- There have been no problems with what Becky has been posting, but more could be done.
- Board members can contact Scott with things they want posted under the onus of the PLTA.

Motion: The board approves Scott Noga to be the official Facebook administrator and use the PLTA title when posting. He will work with Becky Cunningham, who also has administrative rights, to keep the site active.

Results of Vote: Unanimous agreement by members present.

Wild Sheep Foundation Meeting

Issue: This group will be meeting in SW Washington soon. They have expressed interest in eliminating llamas from backcountry based on unfounded concerns about disease spread.

Discussion: The letters the PLTA wrote to Alaska and British Columbia on this issue can be mined for talking points.

Action Going Forward: Scott will attend the meeting to address concerns and promote the PLTA

Date for June Meeting

Issue: Both Tom and Lisa will be unavailable for the June 15th meeting.

Discussion: Should we reschedule.

Action Going Forward: Lisa will consult her schedule. We will address possible changes via email.

Board Member Action List

A “to do” list for board members and volunteers

Person	Assignment
Lisa Wolf Tom Seifert	Continue work on videos
Greg Hall	<ul style="list-style-type: none"> • Investigate groups.io solution for uploading Mileage Club reports • Find out how SSLA deals with liability insurance
Scott Noga	<ul style="list-style-type: none"> • Work with Becky Cunningham to improve PLTA Facebook presence • Attend Wild Sheep Foundation meeting
Tom Seifert	<ul style="list-style-type: none"> • Contact Office Depot regarding printing cost for field notes • Contact Pack Trial Governance Committee regarding changes to Certifier requirements • Contact current and past certifiers • Send letter to current certifiers explaining changes to requirements • Contact Cameron Gordon and Thomas Rachiele about taking a role on the PLTA Board • Contact Central Oregon Llama Association to promote the PLTA
Lisa Wolf	<ul style="list-style-type: none"> • Investigate layout options in Word for Field Notes • Update llama database per BLT pack trial results • Update accounts database per new memberships



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Person	Assignment
Board	<ul style="list-style-type: none">Review Field Notes for errors (those who haven't already done so)

Announcements

The next Board meeting will be Tuesday, Date

Attachments:

Bylaws Excerpt

5.2 NUMBER, TENURE AND TERM. The number of Directors shall be five to nine (5-9). Each Director shall hold office for a term of two (2) years. Directors' terms shall extend to, and end on, June 30th of the last year of the term for which the Director was elected or until a successor is elected or appointed. All expiring terms shall be filled by elections as set forth in section 5.11. Directors may serve for no more than 3 consecutive terms, before retiring for a minimum of one (1) year. After the minimum one (1) year retirement the Director will again be eligible to hold office for a period of three (3) terms.

5.11 NOMINATION AND ELECTION PROCEDURES FOR THE BOARD OF DIRECTORS

5.11.1 NOMINATION. Candidates for Director shall be nominated by any of the existing Directors. All nominees must be members in good standing of the Association who have paid their annual dues. Nominations shall be closed no later than thirty (30) days before the end of the term of the outgoing Director(s).

5.11.2 VOTING PROCEDURE. Each existing Board Member shall exercise their right to vote by sending their vote to the Board of Directors.

5.11.3 ELECTION. The President or an appointee shall tabulate the results and report to the Board of Directors in writing, including by email, the names of those elected.

5.11.4 TIED VOTES. In the event that two or more candidates receive the same number of votes for a position on the Board of Directors, the facilitator will cast the deciding vote.