



The British Alpaca Society

## Board Meeting

**Minutes of a meeting of the Directors  
held at 10:00 on Wednesday 13 July 2005  
at Toft Alpacas, Toft Manor, Toft, Dunchurch, Warwickshire CV22 6NR**

**Present:**

Rob Bettinson (RB) Chairman, Michael Berry (MB), Nigel Cobb (NC), Alan Lorentzen (AL), Philip O'Connor (POC), Graham Reed (GR), Keith Scott (KS), Maxine Watts (MW)

**Apologies:**

None

**Meeting Started:**

10:00

**In attendance:**

James Wade, Kelston (JW)

**Meeting Ended:**

17:30

**366.0 Minutes of meeting held on 18 May 2005**

**Motion:** The minutes were acceptable.

**Proposed:** GR

**Seconded:** AL

**367.0 Update on discussions between BAS and BCA**

RB provided an update and a general discussion ensued. The objections of a BCA Director were noted. The next major objective is to prepare at least one, probably two, workable merger proposals for approval at the next joint meeting on 10 August. Also, a proposal for genetic testing and embryo transfer protocols needs to be prepared for the same meeting. JW was asked to investigate appropriate facilities for drawing/ banking/ paying US Dollars for genetic testing by the proposed US service provider.

**Actions:**  
Relevant steering c'ttees, JW

**368.0 Registration**

**368.1 Memberships & herd names**

Libby Henson (LH) of Grassroots had requested via KS & JW that the relationship between BAS memberships and herd names be clarified. Each member is entitled to one herd registration. In the case of joint members membership covers a single herd name in both members names only. Additional herd registrations will incur a £50 charge. These will become invalid if not used within one year. Only individuals and incorporated companies may be members of BAS and only members have rights within the Society. Only members may be assigned BAS herd names, three letter herd codes and may register alpacas. KS noted that the distinction between herds registered to individuals and to corporate members must be made clear in the registry rules.



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<b>368.2</b>	<b>Applications for certain herd names &amp; letters</b>	Herd codes and names are assigned by the registry. Preferred codes may be requested. If available they may be assigned by the registry which has the final decision. BAS herd names uniquely designate BAS registered herds within the registry. They may be the same as existing trading names used outside of the registry. KS stated that herd names (breeder identifiers) could not be sold or transferred. The other members of the Board disagreed. KS undertook to provide additional support for his assertion on this matter at the next Board meeting. It was agreed that the herd codes 'AAA', 'ARI', 'IAR' and 'CLA' would be reserved. KS to inform LH. (Subsequently, it was determined that 'CLA' has already been assigned.)	KS
<b>NOTE</b>	<b>At about 13:00, the meeting broke for lunch and an introduction to Claire Waring who had been approached to take over the remaining management services from Kelston.</b>		
<b>368.3</b>	<b>Replacement ear tags</b>	LH had requested clarification as to whether replacement ear tags could carry different herd letters. After a discussion it was agreed that this should not be the case.	
<b>368.4</b>	<b>Welfare registrations</b>	It was decided that rescued alpacas that need to be registered will take the herd letters BAS and the society will pay the fees. If a rescued animal is subsequently sold, then any profit after deduction of costs incurred should be paid to the society.	
<b>369.0</b>	<b>Shows</b>		
<b>369.1</b>	<b>2005 Show Programme</b>	The Board expressed congratulations and gratitude to MW, Duffy Osborn-Jones and all the show organisers for their contributions to the successful show season.	
<b>369.2</b>	<b>Royal Show incident</b>	There was a discussion regarding an incident which took place during the show. It was agreed that the rules should be changed so that disqualification can result from the type of behaviour that was witnessed.	
<b>369.3</b>	<b>Welfare</b>	POC raised concern about the show season running into the summer months when temperatures at the shows can be uncomfortably high for the alpacas.	
<b>369.4</b>	<b>BAS Event</b>	RB raised the suggestion that the BAS should organise an event of its own in Feb/ Mar. AL undertook to investigate potential costs.	<b>Actions:</b> AL
<b>370.0</b>	<b>Media, Magazine &amp; Marketing</b>		



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<b>370.1</b>	<b>Dairy Event 2005</b> AL drew the Board's attention to this event which will seek to highlight the agricultural alternatives to dairy farming. He had negotiated a reduction in the cost of a trade stand for the trailer and some alpacas from £1,200 to £500. <b>Motion:</b> The society should attend the event and cover the costs. <b>Proposed:</b> MW <b>Seconded:</b> GR	
<b>NOTE</b>	<b>At about 15:35, MW left the meeting.</b>	
<b>370.2</b>	<b>Magazine</b> It was pointed out that Deeson had allocated a dedicated editor for the Alpaca magazine, Nichola Parker.	
<b>371.0</b>	<b>Membership</b>	
<b>371.1</b>	<b>Renewals</b> As there were still 400 membership renewals outstanding, NC proposed to send reminders via Grassroots.	<b>Actions:</b> NC
<b>371.2</b>	<b>Membership details on the website</b> With the membership database being controlled by Grassroots, it would be possible to allow members' details to be displayed on the website by linking to the Grassroots business system. <b>Motion:</b> Basic members' details should now be in the public area rather than the members' area and the members' area should be de-secured to remove the need for individual login details. NC would oversee and approve the changes suggested by Grassroots and implemented by Kelston. <b>Proposed:</b> GR <b>Seconded:</b> AL	<b>Actions:</b> NC
<b>372.0</b>	<b>Screening</b> It was agreed that a one page document is required to outline what is required of importers.	<b>Actions:</b> Screening committee
<b>373.0</b>	<b>Regional Groups</b> MB reported that he had attempted to contact all the regional organisers via email but had received very few replies. He undertook to call them instead and check whether their email addresses had changed.	<b>Actions:</b> MB
<b>374.0</b>	<b>Education</b>	
<b>374.1</b>	<b>New Judges</b> Janet Garner and Julie Taylor-Browne were recommended by Amanda VandenBosch for approval as Judges with a restriction of up to 75 alpacas. <b>Motion:</b> The recommendation was accepted and approved. <b>Proposed:</b> KS <b>Seconded:</b> AL	



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<b>374.2</b>	<b>New Instructors</b> Val Fullerlove, Nick Harrington-Smith and Liz Barlow were recommended by Amanda VandenBosch for approval as Instructors of the BAS Level 1 Foundation Judge Training Course. <b>Motion:</b> The recommendation was accepted and approved. <b>Proposed:</b> POC <b>Seconded:</b> KS	
<b>374.3</b>	<b>Judges admin</b> The current judges need to be asked to submit updated CVs and those who have a restriction must state this on their CVs. The continuing professional development of Instructors needs to be clarified.	<b>Actions:</b> JW
<b>375.0</b>	<b>Management Accounts</b>	
<b>375.1</b>	<b>Bank accounts</b> JW suggested that the bank accounts were rationalised and the Board agreed.	<b>Actions:</b> JW
<b>375.2</b>	<b>Interest on client screening deposits</b> It was agreed that interest on client screening deposits should no longer be offered to the clients.	
<b>375.3</b>	<b>Aged debtors</b> It was acknowledged that it would not be reasonable to expect the debts of Annette Smith (£2.38) and Alpaca World (£117.50) to be settled, therefore these should be written off or issued credits as appropriate.	<b>Actions:</b> JW
<b>376.0</b>	<b>Business Management</b>	
<b>376.1</b>	<b>Handover of accounting responsibilities</b> Grassroots had quoted £1,000 for a handover and £500 per month thereafter to take on the book-keeping and associated financial responsibilities. <b>Motion:</b> To transfer these responsibilities from Kelston to Grassroots. <b>Proposed:</b> NC <b>Seconded:</b> RB	<b>Actions:</b> JW
<b>376.2</b>	<b>Handover of remaining responsibilities</b> Claire Waring had quoted £500 per month to take on the remaining responsibilities. It was suggested however that Grassroots be asked to administer client screenings. <b>Motion:</b> To transfer the remaining responsibilities from Kelston to Claire Waring. NC to list the tasks she would be expected to perform. RB and AL to draw up an agreement for an initial six month period. <b>Proposed:</b> RB <b>Seconded:</b> POC	<b>Actions:</b> JW, NC, RB, AL
<b>376.3</b>	<b>TEAMS</b> NC undertook to contact TEAMS to ask them to continue in their capacity as registered office, company secretary (Jason Wilcox) and accountants.	<b>Actions:</b> NC



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<b>376.4</b>	<b>Website</b> Although the Board had expressed interest in continuing to have website services provided by Kelston, a meeting was requested to clarify what the society has paid for, what the annual and one off costs are and what technical and non-technical tasks are involved.	<b>Actions:</b> JW, RB, GR+1
<b>377.0</b>	<b>Any other business</b>	
<b>377.1</b>	<b>Nigel Cobb</b> NC noted that he is in the process of moving to Spain, but would like to remain involved with BAS for as long as possible.	
<b>377.2</b>	<b>Grassroots feedback</b> KS pointed that Grassroots had noted a better level of contentment among the membership recently.	
<b>377.3</b>	<b>Kelston</b> Since this would be the last meeting attended by JW, he was thanked for the management services he had provided and for maintaining an appropriate level of service during the handover period.	
<b>378.0</b>	<b>Dates of next meetings</b> The next joint board meeting was planned for 10 August and the next BAS only board meeting was planned for 14 September. It was suggested that an extra BAS only meeting may be required in August and GR undertook to find a possible venue.	<b>Actions:</b> GR
<b>NOTE</b>	<b>The meeting ended at 17:30.</b>	