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| **TO DO LIST:**  **Sue**: eBlast a ballot out to LANA membership to take a vote on Board membership  **Michelle**: tally the votes for Board members  **Sue**: organize the Board agenda with high priority or time sensitive items at the top & add time allocations  **ALL**: consider the agenda order carefully at the top of the meeting  **Sue & Joy**: send Secretary and Treasurer reports in advance, and then only field questions, allowing for a motion to approve  **Sue & Michelle**: work on bylaws to be reviewed and approved in chunks  **Kathy:** seal the crack in the trailer roof with reasonable means  **Kathy:** arrange to get awards from Chene to the Hobo Show  **Sue & Kathy:** settle on date for Kids & Camelids  **ALL:** keep an eye out for 2023 item as a thank you for membership  **Lee:** investigate possible dates for River clean up  **ALL**: mark Wed. Jan. 19 for next Board meeting | LANA Board of Directors Meeting  December 15, 2021  Minutes |
| ***Present:*** Lee Beringsmith, Margaret Drew, Michelle Kutzler, Kathy Nichols, Stephanie Pedroni, Susan Rich, and Cathy Spalding.  ***Absent:*** Joy Pedroni |
| **Call to order and review of the agenda:** President Michelle opened the meeting at 7:03 PM. The agenda was reviewed and no changes were requested. |
| **Past meeting minutes**  Approval of November 19, 2021 minutes: Lee moved to accept the minutes as written. Kathy seconded the motion. The motion passed unanimously. |
| **Treasurer’s Report**  Financial updates/reports: *Tabled due to absence of Treasurer* |
| **Secretary’s Report**   * Correspondence: Sue reported that she US Mailed a copy of the candidate statements and the LANA membership info sheet and form to Crystal Myer * LANA email’s inbox: Sarah Goodman and interest in Hobo Show. Sue shared information about membership but indicated that the show was open to the public. * Clarification on request for vote to LANA members: Sue will email a request to membership to vote for each candidate individually and to respond to Michelle Kutzler, who will tally the votes. |
| **Review of Board practices, protocols, “to do list”**   * Suggestions for Board meeting efficiency:   + We should carefully prioritize the order of the agenda to ensure that we have adequate time for the most important items on the agenda, especially when an issue is time sensitive   + The Board should discuss/decide about a guest appearance during a board meeting before it happens. This could be done when items are requested for the next agenda, the month before. Or an item, such as a report on the LMRG, could be requested via email to include a guest appearance at a meeting . Or an emergency call could be scheduled, if that guest will speak in executive session.   + We should set time limits to agenda items. Let’s pilot the idea of time allotments for two meetings and see if it works or if it negatively affects collegiality   + We should expect the meeting to last two hours – we only meet once a month and there is a lot of business to address.   + Treasurer and Secretary reports can be sent in advance and then approved, rather than discussed (unless needs be), a la minutes. * How to start in January: Michelle will open the meeting and review the norms. We will have an introduction of Board members. Election for officers will be up front. * Bylaw revisions: Sue volunteered to tackle the bylaws in chunks, email suggestions between meetings, and then place the chunk on the agenda for approval. Michelle volunteered to assist with this process. |
| **Trailer Update:** Kathy has moved the trailer to her parents’ ranch and placed it under a carport. There is a crack in the roof that has developed during transition. There is a hinge that needs some work, and there is currently a flat tire. Lee indicated that there is a spare tire, a brand new tire, to the right of the side door. She offered to put flex seal on the roof. Lee suggested she also put silicon on the inside. The Board encouraged her to do these things. Kathy will start to clean out the trailer when she is on break. | |
| **LANA Awards**  Update on ordering of LANA Awards: Kathy reported that Chene is making them. Arrangements to get them for the Hobo Show have not yet been made. | |
| **Hobo Show Updates:** Joy and Kathy visited the facility. The barn is big, and the whole fairgrounds are kept up nicely. The judge is from Texas and she has made her travel arrangements already. Dinner will be through a Mexican grocery store, but we will have to pay for it in person a couple of days prior. Margaret offered chaffing dishes for the event. Kathy will get the Hobo Village during the break. | |
| **Kids & Camelids Show**   * Possible date and location: Sue reported that she had reached out to two 4H leaders and heard back from one with dates that would NOT work for her 4Hers. Sue will reach out to the other again. Kathy Nichols has volunteers her parents’ ranch, just east of Elk Grove, for the show, which puts the show closer to these other 4H projects. Sue and Kathy will nail down the date. * Changes to show? *Tabled* | |
| **Hiking the Buttes:** date? April 9, 2022, a Saturday is the date with a start time of 10 AM, probably. Communication, closer to the event, will include helpful hints like being in good shape, etc. | |
| **LANA Membership Drive 2022:**   * Membership Drive 2022: how to proceed? Let us wait to see what the response is to the eBlast before we consider US Mailing any packets. That way, we can mail less or even try phone calling before expending funds to mail hard copy. * “Rewards” for members w/ thank you notes? The Board suggested that we continue to include the LANA magnets with thank you notes for re-upping membership for 2022. Perhaps we can think over this next year about an item that would work for 2023, we might see something at a vendor that would work. All Board members are encouraged to keep an eye out for such a reward. * Calendar of events? We should put out an event calendar even though it may be incomplete. At this point we only have three events to describe. Kathy can include the events in her newsletter, Joy can post on website, and Sue can eBlast out information as we have it. We should consider a monthly eblast to members about upcoming events as a practice to keep LANA front of mind. | |
| **Newsletter:** Kathy has received two articles from Stephanie. She is using one from a previous edition, written by Cathy Spalding, “Cornerstone Girls.” Kathy is hoping to get it out soon. The Hobo info will be in it. She is hoping to include information about the Hobo and Kids & Camelids Shows. | |
| **Continued Discussion of Other Possible Activities:** Kathy suggested another Felting Clinic in the summer. Stephanie reminded us that the survey results indicated that a performance clinic and play day were the top vote getters on the survey. Stephanie volunteered to coordinate either of these. Lee suggested some community service activities – picking up litter on the American River, for example. Lee will research when this happens. Michelle remembers putting packs on llamas to clean up beaches. This provided community service and an opportunity to do some PR for llamas. State Fair is usually near the end of July – there is a mention on their website about starting it up again. | |
| **Executive Session:** The LANA Board went into Executive Session at 8:13 PM. Executive Session ended at 8:17 PM | |
| **Request for agenda items for next meeting:**   * Hobo Show Updates * Kids & Camelids updates * Membership update * Welcome to new Board members * Establishing a meeting calendar * Community service project (Lee) * Update on new event planning (Stephanie) * Set election results in minutes * Officer elections | |
| **Date for next conference call meeting**:  Next Board Meeting: **Wednesday, January 19** | |
| **Adjournment: Michelle adjourned the meeting at 8:21 PM** | |