

**Alberta Lamb Producers
Board Meeting Minutes: 26 May 2024**

Attending: Adam French, Jordan Allen, Darlene Hawco, Martin Winchell, Alison Neale
Staff: Jolene Airth

Regrets: Richard Boscher

In-camera started at 8:14 am and ended at 8:18 am.

Meeting started at 8:18 am.

1. Agenda

Motion to approve agenda as presented. Seconded.

2. Motion to approve the meeting minutes from May 14, 2024 as presented. Seconded.

3. Office & Financial Update

- a. Budget vs Actual
Action: - ED to review SheepBytes
- b. Tag stats -
Action: ED to review check off payments
- c. Executive Director Report-
Action: ED will continue to give report at meetings
- d. Payroll Authority
Action: board to discuss in camera

4. OSF Booth invitation – not feasible to do so, board to consider attending OSF AGM

Action: Chair to reach out to OSF chair to discuss opportunity to attend their AGM.

Sheep Benchmarking Discussion – Pilot project. RDAR project vs. LOI

Action: Alison and Jordan to send ED requests that were sent by email. ED to confirm process for funding research projects.

Feeding Lambs for Profit- SDSB hosting course in November

Action: Staff to include advertisement in newsletter as this is a great opportunity for producers to attend.

5. ALP Regulations Review

Action: ED to request Marketing Council attend September in person meeting.

ALP Policy Handbook Review -policy review dates, choose two policies to review.

Action: Policy 4 was reviewed by directors. Draft changes to be approved. Attendance to be tracked on spreadsheet by ED.

Action: Board to review policies 6 and 8 under item 9 on the agenda.

6. 2024 AG Field Day – included in the event were presentations from One Cup AI, Range Ward, AgKnow, producer funding opportunities-ALUS, RALP, OFCAF. ED attended and reported to directors.

7. AGM Planning

Director Elections

Action: Interim Directors to submit application, directors to reach out to potential director candidates.

Advertise Director Openings

Action: Staff to advertise director positions on website and newsletter and send email blast to eligible producers.

Review Sponsorship File – potential sponsors were discussed.

Action: ED to send sponsorship file to directors. Directors and ED to dedicate time to soliciting AGM Sponsorships and inputting the information into the AGM Sponsor tracking file.

Speakers/Presenters/Topics – speaker list compiled.

Action: Chair and ED to connect with Whispering Cedars Ranch & Solar Sheep Inc. to invite as Keynote speaker for AGM. ED to email Chair the Master feeds contact for speakers.

Action: ALP Director will reach out to one Cup AI to see if they would be able to speak at our AGM.

Trade Fair Component- will open up registration and state first come first served, space limited.

Action: Alison to touch base with conference center to determine space ie) 3 divided rooms/ tradefair table capacity, quote for projector, screen, and sound system. Round tables for AGM, rectangle for trade fair. Ed to contact Westfine Meats to be our lunch sponsor for AGM-lamb is to be served, will you provide?

Review/approve registration forms – forms were edited for 2024

Action: ED to amend the draft registration forms and then begin to advertise the event and open early bird registration.

Edit/Approve Draft Agenda – edited for 2024

Other-none

In camera

The in-camera meeting was called to order at 4:30 pm and adjourned at 4:57pm.

Alberta Lamb Producers Board Meeting Minutes: 27 May 2024

Attending: Adam French, Jordan Allen, Darlene Hawco, Martin Winchell, Alison Neale
Staff: Jolene Airth
Absent: Richard Boscher

In-camera started at 8:02 am and ended at 8:05 am.

Meeting started at 8:05am.

9. ALP Policy Review

Policy 6 reviewed by directors

Action: ED Edit expense form to reflect “send original receipts, or scan of to the office”

Policy 8 External Project/Research Support reviewed by directors

Action: none required

Policy 3 Executive Director Terms of Reference

Action: ED to ensure current signatures on Code of Conduct forms for staff, directors and contractors.

10. ALP Director Attire -Intent is for board to represent ALP in a professional manner, promoting the wool industry.

Action: Directors to forward sizing details to Darlene. Darlene to order wool vests and have embroidered with ALP logo with vest to be distributed prior to 2024 AGM.

Motion: Budget a maximum of \$250.00 per vest to be ordered for directors and executive director. Seconded.

May 28 TEAMS board call cancel or proceed?

Action: ED to cancel May 28, meeting.

September In person Directors Meetings

Action: ED to edit TEAMS meeting to reflect meeting change date to September 13 & 14, two full days.

Upcoming Sales & Events

Badlands Summer Select Sheep Sale: August 9-10, 2024 – Adam French

Canadian Sheep Classic July, 11-13, 2024 in Richmond, QC: not feasible in 2024

Lloyd Ex Fair: July 12, 2024, Lloydminster: Richard?

Summer Synergy 4-H Provincial Sheep Show: July 11, 2024, Olds, AB- Jordan Allen, Alison Neale

Grasslands Sheep Exhibition, July 19-21, 2023, Humboldt, SK: Richard?

SSDB AGM January 10-11, 2025:

BC Sheep Federation AGM- October 5-6, 2024 Abbotsford, BC:

Action: Staff to inventory promotional/tradefair items and report to directors.

11. RSG Project Update

Action: Ed to inform directors of course progress and delivery.

In camera

The in-camera meeting was called to order at 11:47am and adjourned at 12:00pm.

Motion to adjourn meeting at 12:00pm.