

**ALP Board Conference Call
February 19, 2019**

Motion to accept agenda. Seconded.

Motion to accept minutes of the ALP Board conference call on Feb 11. Seconded.

- **Office update:**

- A bookkeeper has been hired for up to 10 hours/month on a month-by-month basis. An update of progress of the CAP program application was given.

- **Online banking update:**

- The Finance Chair communicated with ATB on-line banking representatives and is now set up as the on-line administrator. The ED will be able to view accounts and pay bills. The Vice-Finance Chair will be able to view accounts (access was pending at the time of the call).

Setting of daily and maximum transaction limits was discussed.

Motion: Set up a daily limit of \$3500 and a maximum of \$3500/e-transfer. Seconded.

Discussion was held regarding transferring pregnancy project funds to the inactive T-Bill savings account to take advantage of interest rates. It was determined that it is better to leave funds in the main ALP chequing account to prevent service fees that would be incurred if account drops below \$100,000. T-Bill account will be left as is for the time being.

- **Newsletter update:**

- There was a decrease in the January newsletter cost as it was mailed without an envelope. No significant changes have been made to the financial situation or management of newsletter.

- **NSN Update:**

- An update was given regarding the interactions between NSN and CSF, and the potential for a duplication in resources being made by independent involvement of both organizations in the Animal Health Canada initiative.

Motion: Darlene Stein will attend a meeting in Ottawa with AAFC and NSN on Feb 28 to potentially move towards a solution where the organizations will be able to work together on common goals. Seconded.

- **Carcass judging workshop:**

- Discussion regarding ALP's involvement in a carcass workshop was deferred until after the Strategic Plan session.

- **Timing of AGM:**

Comments made by the past ED regarding year-end workload and the timing of the AGM were reviewed.

Staff to contact ALP's auditor to get his opinion on whether it would be possible to have the audit complete in time for an Oct 17th AGM.

- **ASBA - Update on expectations re ALP AGM:**

Arrangements for ALP to hold the AGM in conjunction with Symposium would be similar to those made for the SheepBytes workshop in 2017 (i.e. meeting room provided by ASBA, ALP to provide refreshments).

- **Director discretionary sponsorship:**

Discussion was held regarding how the office is to handle 4-H requests from zones allocated to directors not wishing to contribute to 4-H. Requests will be sent to other board members and declined if no other directors are willing to cover them.

Motion to Adjourn at 9:09 MST

Moved and seconded to accept minutes as presented: March 31, 2019