

**Alberta Lamb Producers
Board Meeting Minutes: 7 February 2025
Sheep Centre, Airdrie, Alberta**

Attending: Jordan Allen, Adam French, Martin Winchell, Darlene Hawco, Alison Neale, Olivia Blum, Richard Van Driesten, Jolene Airth

In-camera started at 8:00am and ended at 8:10am.

The meeting was called to order by the chair at 8:10 am, after confirming quorum was met with 7 directors in attendance as per ALP policy 4.1.5.

Motion to approve agenda, seconded, all in favor, motion carried.

Motion to approve January 28, 2025, meeting minutes, seconded, all in favor, motion carried.

Office & Financial update:

-Finance Chair presented options for renewing the GIC that is due on March 7, 2025, noting the GIC with ATB is guaranteed. **Motion to reinvest principle plus interest on March 7, 2025 with ATB for a one-year term, seconded, all in favor, motion carried.**

-Budget vs. actual was reviewed and ALP's financials are in line with the budget, with no adjustments required.

-Chair/ED report on NDP shadow minister meeting that they attended Feb 6, 2025.

-ED report on FAA conference January 30, 2025.

-NL submission requirements from directors were discussed.

Action: Chosen directors to send newsletter article to staff.

Action: Finance Chair to renew GIC on March 7, 2025.

Policy Manual Update:

-Policy and Procedure Manual was reviewed and amended, with next review date set for February 2027. **Motion to accept all amendments to Policy and Procedures Manual as presented, seconded, all in favor, motion carried.**

Action: Staff to send updated Policy and Procedures Manual to all directors.

Strategic Planning Session:

-The directors met with staff from Lochsmith Consulting to review their progress with smart goals for the 2022-2027 Strategic Plan.

Action: Staff to meet with Lochsmith to review session and update documents.

Board Goals for the year:

-Directors shared their individual and group board goals for the year.

Action: staff to create a goals document and share with the board.

Committees:

-Board formed a **National Committee** consisting of the executive board members.

Action: National Committee to create a document of what ALP wants to see from a national organization and work to establish relationships with provincial boards within the next 4 months.

-Board formed an AGM committee consisting of 3 directors.

Extension and Advocacy -Learning modules were reviewed and potential for new modules and predation mitigation programs were discussed.

Action: Staff to look into funding streams to update current and create new modules and report back to the board.

February 8, 2025

In camera 8:03am, out of camera 8:09am.

AGM & Conference Planning:

-date will be November 14 & 15, 2025 in Lethbridge

-draft agenda for AGM and Conference were created

-potential speakers and details were discussed

Action: Staff to send document to AGM Committee with suggested speakers and details.

National Unity:

-Board discussed recent meetings of NSN

-Board discussed recent communication with CSF and reviewed the recent CSF AGM and financials.

Research Priorities:

-Staff updated directors on February 4, 2025 meeting with Dr. J. Gilleard and Dr. S. Ammar regarding their future research on parasites.

-board reviewed current research priorities in anticipation of receiving LOI's from the call for proposals.

Director Changes:

-A letter of resignation from a director was received on February 5, 2025 which created an interim director opportunity.

- As per ALP Bylaw, Part 3 - Directors and Officers, Director Vacancy 33a and Filling Vacancies 37 and 38, a motion was made to appoint Richard Van Driesten to serve as an interim director; and was seconded. Richard accepted the nomination. All in favor, motion carried.

Action: Staff to write a letter to Marketing Council to request approval of this appointment.

Meeting Dates:

-The May 25 & 26, 2025 in person meeting was moved to June 6 & 7, 2025.

Producer Feedback: Check off refund requests were reviewed. Producer feedback was discussed.

In camera: 3:38pm, out of camera 3:41pm.

Motion to adjourn at 3:42pm.