



Pack Llama Trail Association, Inc.

Dedicated to Preserving and Promoting the Working Llama
www.packllama.org

PLTA BOARD MEETING MINUTES: FEBRUARY 16, 2021

Introduction

Location of Meeting:	Tele-Conference Call
Call to Order Time:	7:24 MST
Adjourn Time:	8:12 MST
Board Members Present:	Tom Seifert, President Lisa Wolf, Secretary Jen Hood, Treasurer Scott Noga, Director at Large Laura Steere, Director at Large
Board Members Absent:	John Fant, Vice President Greg Hall, Director at Large
Other Attendees:	None
Last meeting:	Tuesday, January 19, 2021
January minutes posted for review:	Saturday, February 13, 2021
January minutes approved:	Tuesday, February 16, 2021
Next meeting:	Tuesday, March 16, 2021
Attachments:	Llama Medical Kit Final.docx PLTA request - Discover Llamas Mag 1-3-21.docx

Summary of Decisions Made

- Board members will review the first aid list and make additions within two weeks. An electronic vote to accept a final document will be held before the end of February.
- Unanimous approval to purchase a contract for Filemaker maintenance for five years.

Treasurer's Report: Jen Hood

Treasurer's Report for January 2021	
INITIAL BALANCE for PLTA U.S. Bank account on January 1, 2021	\$4091.53
DEPOSITS	<u>\$0.00</u>
Membership Fees	\$ 0.00
Associate Fees	\$ 0.00
Llama Registration	\$ 0.00
Sanctioning Fees	\$ 0.00
Other	\$ 0.00
Interest	\$ 0.03
EXPENDITURES	<u>\$ 00.00</u>
MONTHLY NET INCOME	\$ 0.00
ANNUAL NET INCOME	\$(11.95)
ENDING BALANCE for PLTA U.S. Bank Account, January 31, 2021	\$4091.56

The Pack Llama Trail Association is a 501(c)(3) nonprofit organization. Donations are tax deductible.



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Discussion: Members have not been sending in membership payments

Action Going Forward: Tom and Jen will work together to send another reminder in March via email. It will include the renewal form in order to make things as easy as possible for members to respond.

Secretary's Report: Lisa Wolf

Announcement: Burns Llama Trailblazers plan to host their annual spring pack trial on April 30 through May 2, 2012. They will be sending in sanctioning form and membership payment shortly. COVID19 allowing, they plan to invite participants from out of the area.

Administration:

- Finalized Board meeting minutes for November
- Wrote draft minutes for January's board meeting and posted them for electronic review
- Wrote and posted agenda for February board meeting

Website:

- Posted minutes for November and December 2020 (which I thought had already been posted)
- Updated Akeeba Backup from version 7.5.1 to 7.5.3

Database:

- Updated membership accounts per renewals for Van Liew, Noga, and Infinity Acres Ranch
- For TechSoup reference: a single user license, such as we have, for the Filemaker program now costs \$540.

Writer/Editor:

- Continued work on PLTA First Aid Spreadsheet
- Consolidated Tom and my efforts at writing script for Certifier training video into a single document

Status of 'Actions Going Forward' from the *JANUARY* Meeting

Person	Assignment	Current Status
Tom Seifert	Research publication and distribution options for the Pack Trial Field Notes	To be done this week
	Send a notice to all PLTA members alerting them to Brian Waddell's sale.	done
	Tinker with first aid kit documents. Contact extension service for poisonous plant information	Done by next board meeting 3/16/21
Lisa Wolf	Send videos and images of Advanced through Elite pack trial obstacles to Greg for incorporation into videos	Stalled due to technical difficulties
	Post notice on website regarding PLTA tax status in Idaho in place of actual document	Still to do
	Contact Mark Brindley regarding names of llamas he registered	Done, reply = received ¹
Greg Hall	Investigate groups.io solution for the Mileage Club	2/16/21 ²
Board	Review and make final adjustments to the First Aid Kit	done
?	Research possibility of purchasing Adobe Acrobat Standard and Filemaker from TechSoup	To do ³

¹ Jen will provide a document to Tom and Lisa shortly. Lisa will enter data into database shortly

² Mileage program group site and board group site file structure and document filing are pending until this is straightened out

³ While much discussion on this topic has taken place over the months, no one has taken the lead to actually get anything done.

President's Report: Tom Seifert

- Pack Trial Field Notes have been edited.



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- Brian Waddell's llamas and llama gear have been sold or otherwise taken care of. He appreciates the help he received from us.
- Worked with the first aid kit documents to combine some aspects for a final product. He will send it out for board approval.
- BLT trials will be held April 30th through May 2nd. Non-local people will be invited.
- No SSLA Trials will be held this year
- Infinity Acres will have a trial, but it may be limited to 4H members

Old Business

Approval of the January Minutes

Issue: The minutes for January have been posted for review. We need to pass a final approval since we didn't have time to do it electronically.

Discussion: Are there any concerns with the documents.

Vote to accept or Deny: Minutes were unanimously approved.

North American Camel Ranchers Association Update

Issue: NACRA expressed interest in collaborating with the PLTA on matters of mutual interest.

Discussion: Laura visited with them. They took note that the PLTA is willing to collaborate on appropriate matters, but no definitive action was taken.

Action Going Forward: No action was taken.

Medical Kit Supplies

Issue: Review first aid kit project. Tom will send his final version out to the board for review. We will finalize this between now and the March 16th meeting so we can vote to accept a final version and put it on the website.

Discussion: This could go to the SSLA for their Discover Llamas Magazine

Action Going Forward: Final version will be posted by Tom for board review by this weekend. The board will have ten days to review it. The vote to accept the document will be by email. The final version will be submitted to the SSLA as an article for their magazine. This will be done by the end of February

New Business

Next step for 'Pack Trial Field Notes'

Issue: The 'Pack Trial Field Notes (pltaPackTrialFieldNotes210116.docx) have been completed and reviewed.

Discussion: We are ready to discuss publishing and distribution. Tom talked to his printer person some time ago, but will take the document with him for a further estimate of costs. Then the board can discuss having them printed and distributed.

- Publication costs and options
- Methods of distribution with pros and cons

This document is over 20 pages long and will go to all certifiers for starters.

Action Going Forward: Lisa makes sure Tom has the final version of the document.

Filemaker maintenance options

Issue: The Filemaker maintenance service which provides us with support and updates is due for renewal in March. The PLTA could save money by purchasing an option for coverage for multiple years. Cost decreases by 15% when you add a second year and by 25% for each additional year after that. Prices are 1 year: \$108, 2 years: \$200, 3 years: \$281, 4 years: \$362, 5 years: \$443. Paying a year at a time will cost \$540 at today's prices, and, of course, prices can be expected to increase.



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Discussion: How do we wish to proceed?

Action Going Forward: Unanimous approval to purchase a contract for five years.

Discover Llamas Magazine

Issue: PLTA has been asked to advertize and/or submit article(s) to the new Discover Llamas Magazine. One page articles must be delivered by the first of March. Ads have to be delivered digitally “copy ready”. See attached for details. This is a once in a while magazine with a distribution of about 2500. It is a way for SSLA members to promote their business with articles about all things llamas. Two purposes for us to participate: support another llama association and bring attention to our organization.

Discussion: How do we wish to proceed?

Action Going Forward: Tom will contact the editors and get details. We will propose two or more articles depending on what they need, one on the PLTA and what it does and another with the first aid kit, if the editors want them (its late in the game We will submit a quarter page ad as well. Lisa will submit an article about hypothermia that will also refer to PLTA. Agreed to unanimously.

Packllama.org Domain Name

Issue: Scott registered our secondary domain name with The Two Cows who went out of business and our name got transferred to another site that says they don’t have the name. The name is out there in limbo somewhere. Scott will track it down.

Discussion: They are charging \$29.99 per year. Inmotionhosting charges us \$15.99 per year for the domain name www.packllama.org.

Action Going Forward: Scott will look into the situation as to who has what where and what we are actually paying for.

Board Member Action List

A “to do” list for board members and volunteers

Person	Assignment	Date for Completion
Lisa Wolf Tom Seifert	Continue work on videos	Ongoing
Greg Hall	Investigate groups.io solution for the Mileage Club	2/16/21
Board	Review and vote on articles for Discover Magazine	ASAP
Laura Steere	Create ad for SSLA Discover Llamas Magazine	12/17/20
Tom Seifert	Compile final first aid list document Write articles for SSLA Discover Llamas Magazine Contact SSLA editors Contact Printer for costs of publishing Field Notes	ASAP
Lisa Wolf	Write article for SSLA Discover Llamas Magazine	ASAP

Announcements

The next Board meeting will be Tuesday, April 20, 2021



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Attachment: Llama Medical Kit Final.docx

MEDICAL KIT SUGGESTIONS PACK LLAMA TRAIL ASSOCIATION – January 2021

When putting together a medical kit for your llamas and humans, you will need to ask yourself several questions:

1. What part of the country are you packing in and what time of year are you packing?
 - a. Elevation
 - b. Heat and Cold index
 - c. Trail conditions. Cross-country, rocky or dirt trails
 - d. Will hunters be in the area you are exploring?
 - e. Remoteness and length of trip
2. What types of animals or poisonous plants might you come in contact with on the trail?
3. When dealing with pre-trip questions, always defer to the experts, such as your veterinarian when putting a kit together. The list put together by PLTA veterans, may not be all inclusive to your area of the country, nor may it have some of the medical treatments you are familiar with. It is what we have found useful in the mountain west.
4. Have a central location and container for your kit. In panniers, some of us use a square, 4-gallon bucket to hold everything. It contains human and animal medical supplies.
5. Rather than just list our kit, we have put it into topics for ease of use. Feel free to add and use what you are comfortable with, but being prepared puts a hiker/packer way ahead of the curve. Weight and room are always a consideration. A small kit in a backpack may be an alternative.
6. Always be aware of trip members and medical conditions they may have.

SUGGESTIONS:

ABRASIONS, SCRAPES, HOT SPOTS

Band-aids
Veterycin, topical spray
Neosporin
Iodine, Q-tip swabs with iodine
Blister pads, (for use on human and animal)
Triple Anti-biotic - Neosporin

SPRAINS, BREAKS

SAM splints, multiple lengths and widths available
1" strapping, multiple lengths
Vet wrap

SNAKE BITES

Small plastic tubing for nostrils
Benadryl
Banamine. Inflammation and pain. Talk to vet.

WOUNDS, GOUGES

Cloth diapers
Gauze pads, multiple sizes
Blood Stop
Betadine, surgical scrub
Silver Sulfadiazine 1% (from vet)

EYE ISSUES

Eye wash, squirt bottles

STOMACH ISSUES, POISONOUS PLANTS

de-activated charcoal
Powdered Gatorade(electrolytes) for heat

MEDICAL KIT SUGGESTIONS



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PREDATORY ANIMALS

Personal preference: bear spray/pepper spray

MISCHELLANEOUS

Extra halter and lead rope
Llama medical boot
Surgical gloves
Scissors
Duct Tape
Plastic Orange screws (12")
Locking carabiners
Rope
1" strapping with buckles (12"-24" inch variety)
Colorful strapping, non-adhesive tape
Colorful neck gaiters
Folding saw
Small shovel

Pack Llama Trail Association Staff

Attachment: PLTA request - Discover Llamas Mag 1-3-21.docx

Scott <llamas@rattlesnakeridgeranch.com>

To: main@packllamatrailassociation.groups.io

Sat, Jan 30 at 9:38 AM

I notice below that a Pack Trials (PLTA) article is planned for inclusion. Who's the point person for this?

Scott

The Southern States Llama Association (SSLA) is working towards creating a new 2021 Edition of the **Discover Llamas Magazine**. The Discover Llamas Magazine is a publication the SSLA organization pulls together every few years that is geared to educate and promote llamas to new and potentially new camelid owners. To make this publication successful we need everyone's support and help. We are planning a 52-page full color publication, printing 2500 copies, and making the publication available online on the SSLA.org website. To make this possible, we need your help, advertisers, and articles/features.

The 2021 Discover Llamas Committee:

Editor and Designer: Tom Wilson C 828-713-0402 or williesspiritfarm@gmail.com

Articles/Features: Stephanie Williams C 912-278-3534 or stwill31513@gmail.com

Caroline Barnwell C 706-207-8943 or carobarnwell@gmail.com

Vicki Sundberg C 910-269-1422 or homesweethome_3@yahoo.com

Andie Fredrick C 772-579-5993 or Davidandie@msn.com



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Advertising: Kim Kyst C 678-481-3759 or kim@kyst.org

Please reach out to any of us for assistance. We look forward to working with each of you and cannot wait to hear from you.

The timeline for the new Discover Llamas Magazine:

Deadline for articles and ads March 1, 2021

Magazine ready to send to the printer: May 1, 2021

In Hands Date to deliver to the NE TN Llama Show: May 28, 2021

Needed Advertisers: To make this publication feasible, we will be selling advertising. We have a few premium spots available such as the inside front cover, the centerfold, inside the back cover and the back cover of the publication. Other advertising opportunities are available from business card size through full page advertising. All prices reflect full color pricing since this will be a full color publication. Advertising pricing will be based on member and non-member rates. All advertisements must be submitted in high resolution print ready quality and format. Please contact Kim Kyst 678-481-3759 or kim@kyst.org for additional information.

Please see attached price list below.

Ad requirements:

All ads must be received on or before March 1, 2021.

All ads must be submitted in PDF, TIF or JPG format.

Resolution should be at least 300 DPI or higher for a better quality, clarity, and reproduction.

Advertising with Discover Llamas will be a fantastic opportunity to promote your farm, Agri-tourism business, breeding stock, organizations, services, tack, equipment, fiber, products, gifts, veterinarian services and more. Note: If you have advertised with us in the Annual Llama Conference booklets or previous issues of Discover Llamas, we should still have your advertisement, and it is already in the correct format. If you are interested in utilizing those ads in this publication, please let me know.

Advertisements must be paid in full before March 1, 2021

Needed Quality Articles/Features: Below is a list of potential articles ideas. This is not an all-encompassing list. If you have ideas for other articles that would be beneficial and rewarding to new camelid owners, please let us know. We ask that all articles be limited to one page, this will help keep printing cost down. Due to page limit restrictions, articles longer than one page will be considered and uploaded as a pdf and linked to the website and referenced in the magazine. All articles will be proofed for grammar, spelling, and content before moving forward in the layout of the magazine. If you have someone you feel would do a fabulous article or feature, please help us to reach out to them so that our publication is the best it can possibly be.

Potential/Proposed Discover Llama Magazine Articles

1. Where are llamas from?
2. History of SSLA
3. Adapting llamas to different regions?
4. Health features from different areas?
5. Poisonous Plants-Shay Stratford
6. Fun articles: hiking, golfing, therapy, youth groups, Agri-tourism, packing,
7. Training
8. Uses
9. SSLA President Letter
10. Discover Llamas Editor Letter
11. The Great Llama Race
12. Daily and Annual Care
13. Fitting Halters
14. Trimming Toenails
15. Heat Stress
16. Parasites
17. Cart Driving-Ron Shinnick, Vicki Sundberg, Greg Hall
18. Fiber production and products



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19. South East Llama Rescue
20. Cart Driving
21. **Pack Trials (PLTA)**
22. Difference between Show Packing Class and Pack Trial events
23. Therapy Llamas
24. Guardian Llamas
25. Agri-Tourism
26. Llama Events/Organizations/Websites with beneficial information for new folks
27. Veterinarian features, contact information

DON'T MISS OUT ON YOUR DISCOVER LLAMAS AD

It is time once again for a new edition of Discover Llamas Magazine. This is a high quality; full color magazine published by the Southern States Llama Associate (SSLA). It is a great source of information and facts for prospective llama owners and a wonderful way to get your farm name out to thousands of potential customers. Discover Llamas is available to SSLA members and advertisers as a marketing tool for your farm and widely distributed at the llama shows, and events in the southeast and digitally on the SSLA.org website. There will be 2,500 printed issues of the magazine and an online digital version. This new edition is slated to be available by the end of May 2021. Our first delivery is scheduled at the Northeast Tennessee Llama Show in White Pine, TN the weekend of May 28-30, 2021.

Advertising rates are as follows:

All Ads are Full Color:

AD

SSLA MEMBER RATE

NON-MEMBER RATE

SIZE

SOLD

Center Fold

\$1,600

\$1,760

King's Ransom Farm-Mashburn

Double Page

\$1,500

\$1,650

Back Cover

\$1,200

\$1,350

Log Cabin Llamas-Andrews

Inside Front Cover

\$1,100

\$1,200

Hard Rock Llama Company-Gerken

Inside Back Cover

\$1,100

\$1,200

Full Page

\$800

\$880

8 1/2" X 11" with bleed,

7 1/2" X 10" without bleed

Half Page

\$400

\$440

7 1/2" X 4 15/16" or



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3 5/8" X 10"

Quarter Page

\$200

\$220

3 5/8" X 4 15/16" Portrait format only

Business Card

\$50

\$55

3 1/2" X 2 or 2" X 3 1/2"

Southern State Llama Association (SSLA) does not provide ad design, ad layout service or any cost associated with the creation of your print ready ad artwork. However ad design and layout are available through Ceil Jarrett, email lrjarrett@aol.com, cell 404-626-1512. Please contact her directly for details and design pricing. Deadline for submitting print ready artwork is March 1, 2021. Submit all ads in digital form to Tom Wilson at williesspiritfarm@gmail.com.

Advertising Contracts and Payment must be received on or before March 1, 2021. Mail to Kathy Devaul, SSLA Treasurer, 217 Donald Road, Leesburg, GA 31763. Email address: kdevaul@bellsouth.net Cell 229-347-1698.