



Maryland Alpaca Breeders Association
“MABA Alpaca Celebration”
Show Committee Charter
January 31, 2008

I. Charter

The Board of Directors for the Maryland Alpaca Breeders Association charters a Show Committee to operate under its direction. The show shall be called *MABA Alpaca Celebration*.

II. Purpose

The Show Committee shall have the following objectives in order to produce a successful alpaca halter and fleece show for Maryland:

- Obtain available AOBA grants for AOBA affiliate shows.
- Organize a successful halter & performance show
 - Obtain AOBA certification
 - Secure judges
 - Raise funds through sponsorships
 - Secure facilities, stalls, rings, and other items needed to have a successful halter show
 - Use Halter and Performance shows to raise awareness of the alpaca industry with the public
- Organize a successful fleece show.
 - Obtain AOBA certification.
 - Secure fiber judge(s)
 - Raise funds through sponsorships
 - Secure facilities, lights, boxes, tables, and other items needed to have a successful fleece show
 - Use the fleece show as a means of educating the membership & the public on the values of alpaca fiber
- Offer educational seminars to attendees covering various alpaca related topics
- Run the show within budget to show a profit for the members of MABA.

III. Show Committee Chair & BOD Liaison

The Board of Directors shall appoint a Show Committee Chair for a one year term to oversee all aspects of the show and provide meeting minutes to the Board of Directors.

- The Show Committee Chair shall:
 - Conduct all general meetings of the Show Committee
 - Work closely with the Chairs for the Halter, Fleece and Performance

- committees
- Establish and help achieve goals set by the subcommittees.
- Provide guidance on budgets and BOD direction to chairs of the subcommittees
- Conduct necessary meetings with vendors, show staff and show suppliers
- Execute contracts on behalf of MABA with BOD approval in order to conduct a successful show
- The Board of Directors shall appoint a board member as Show Committee Liaison to participate in the Show Committee meetings
- The Liaison shall:
 - Provide guidance to the committee on BOD direction.
 - Encourage regular meetings and progress.
 - Provide support to the committee where needed to accomplish objectives.

IV. Halter, Fleece and Performance Subcommittees

The Show Committee shall elect a chair for each portion of the show who will serve for a one year term.

- The chair of each committee shall:
 - Report directly to the Show Committee Chair
 - Propose a budget for approval by the BOD and manage the approved budget
 - Submit check requests to MABA treasurer per the procedure established by the BOD
 - Maintain accounting records and receipts for moneys spent per the budget.
 - Work with Membership Committee to identify volunteer members interested in working on the committee.
 - Establish specific roles for each committee member and coordinate those roles to accomplish committee objectives.
 - Conduct regular meetings, either via conference call or face-to-face.
 - Works directly with Show Committee Chair and BOD liaison in order to support the committee objectives.

V. Meetings

- Show committee meetings should be held every 4 - 6 weeks and accelerate as needed.
- Meetings may be via teleconference or face-to-face.
- Sub committee meetings shall be held as frequently as needed to achieve goals set forth in general meetings.

VI. Communications

- Meeting minutes will be issued to the BOD and made available on the web site within 14 days of meetings, pending committee approval.
- BOD Liaison will be notified of any issues impacting other committees or members that must be taken up with the regular BOD.
- Updates at General Meetings will be provided by the Committee Chair or a designated Committee Member.
- Surveys will be conducted as needed to establish needs and wants of the membership for the MABA Halter and Fleece Show.

VII. Proposed Objectives for 2008

- Show committee established and in place by January Membership Meeting.
- Survey completed and analyzed with key items identified.
- Secure funding in the form of grants and sponsorships.
- Organize and run a successful MABA Halter and Fleece Show.
- Create a standard organizational system that can be used by future show committee to organize the event.
- Endeavor to operate all aspects of the show in an environmentally sound manner
- Set dates, secure the facility, and begin organizing the 2009 show.

Show Committee Members January 2008:

Christine & Jess Armstrong

Stephanie Morrison

Kim & Andy Schneider

Erica & Cindy Watkins

Renee & John Petersam

Mary & Barry Clark

Teece & Doug Nowell

Lora McMunn

Tilly & Kate Dorsey

Al & Catherine Beatty

Committee Chairs 2008:

Show Committee Chair - Jess Armstrong

Subcommittees

Renee Petersam - Fleece Chair

Tilly Dorsey - Performance Chair