

Northwest Arkansas Hunter Jumper Association March Board Minutes

Date: March 16, 2010
Time: 6:30 PM
Location: Joe's Italian Grill, Springdale
Present: Debbie Studyvin, Katy Cushman, Laura Winburn, Diane Torti, Sally Lobb, Mark Killenbeck, James Wood, Sandra Davis, Diane Gooderl, Janet Irwin, Laura McKenzie and Rachel Sargent; **Jr. Member**-Tiffany Wood; **Others present**-Olivia Thoma

- February Board Minutes were reviewed and approved with one correction. Add that Treasurer Report reflects financial affairs are in good standing and currently solvent. Katy motioned to approve minutes and Sally seconded, all approved and no one opposed, February minutes passed.
- All committees need to create a narrative on responsibilities by next meeting and this is to be put on website.
- Treasurer Report reflects income exceeding expenses, continuing good standing. All fees for Misty Morgan Clinic paid and reimbursement to the McKnight family needs to be sent as Misty didn't charge for student inability to ride in clinic due to last minute injury. Diane T. motioned to approve report and Sandra seconded, all approved no one opposed, Treasurer Report passed.
- Laura W. looked into CD's for ed eq funds and rates are very low, below 1%. Laura gave estimated budget for all shows and potential income yielded. Our estimates look good for the 2011 show season with a positive financial outcome.
- Non- profit status due Wed, March 23rd. 501(C)(3) needs to be filled out. Laura W. and Mark to meet to get this completed on Friday, March 18th.

Committee Reports:

- Show Safety Committee: Janet reported on USEF new requirements. Make sure helmets are ASTM/SEI certified and this needs to be in Rule Book. Regular assessing of equipment, procedures, review how to avoid future injuries and when and where committee should intervene in situations. Committee will meet and discuss further. If observed that a trainer/parent of rider not using safety wisely a show safety committee member to be called to intervene. This needs to be worded and placed in Rule Book.
- Membership Committee: Laura W. stated nothing to report other than one new membership, she will be making membership cards and the welcome letter to be mailed.
- Lori B. has show secretary information and will need 24 hours notice in order to be picked up. Diane G. emailed Lori and Lori would be happy to give the paperwork over to the club. Lori stated that she has no program. Sandra and Glenda will get information from Lori.
- Katy will send a "thank you" to Lori for her past service to the club.
- Membership will have a booth set up at the HFH show in April.
- Rules Committee: Debbie is at a standstill until all decisions have been decided. A blurb needs to be put on website about "new" rules in Rule Book coming soon, please look for these to be out in time for first show. TDS doing 3 newsletters in color for free, should offer to have them print and pay them for this service since they are printing so much for free. How many copies needed????
- Show Committee: Laura M. still working on leading to decision of volunteers vs. pd positions and if there are any needs to see her.

- Sponsorship Committee: Debbie said the level of sponsorships and prices have been completed. This is for NWAHJA club shows only. Added to sponsorship levels are \$100 Hunt Club sponsor and \$250 Bronze Club sponsor, Medal Class sponsors \$50 and Hunter/Equitation sponsors \$75. This list will be sent to the board. Introduce any potential sponsors to Debbie or Janet and they will sell the sponsor level packages/product.
- Equestrian Connection has signed their sponsor contract and paid first installment. Laura W. will take care of what is to be put on the Scarlet jump, as they are sponsoring the jump for 2011.
- Marketing Committee: Debbie will hand over chair for this committee to James. James will monitor how the website is going. One week before the first show put out a picture and press release to media/radio for more publicity.
- T-shirts will have the logo "git over it" instead of "heels down" and colors voted on and approved are purple and turquoise. If board members want a polo can email James.
- Awards/Banquet Committee: Katy and Sally sent out thank you's for 2010 banquet.
- Special Shows/Events Committee: Laura M. said that Summer Classic will need to be addressed first. August will be a special event, maybe help think of some ideas for what this event could be.
- Parliamentary Committee: James stated no report.
- Education Equitation Committee: Debbie said that rules are set we need to encourage Jr. and Sr. members to ride and apply for this scholarship.
- Hospitality Committee: Sally said that she will follow up with Rachel for accommodations for judges and concessions will be run at Summer Classic.
- Jr. Membership Committee: Diane G. said they met and that newsletter will be "best ever"! They are getting articles from different barns. TDS will print free in color with lots of photos. First issue to be out before first show, hoping or 3/23. Those writing articles to please send any close-up photos of themselves along with articles for publication.
- April/June/October will be newsletter months for publication. Included: changes in show format, letter from club President, articles of committees and awards/trophies mentioned regarding their updated definitions, trophy winner letters, Misty Morgan write up, show dates, judging symbols from clinic, vet column and follow up facts. Extra copies will be available at the first show.
- Sandra motioned to approve committee reports and Rachel seconded, all were in favor and no one opposed.
- One day format to be voted on via email. Rachel to get out to board members. One day shows to begin at 8 am and two day shows to begin at 9 am.
- Show locations were discussed and it was voted on that September will be at Willow Springs once cost of venue is determined and approved and October/November shows will be held at Jasper Springs. Rachel to check with Willow Springs on availability and cost. Diane G. to check with Jasper Springs on availability and cost. Decisions to hold one show at Willow Springs included some requesting change of venue some feel that they have better footing.
- Year-End Awards were discussed. Katy has graciously offered to order awards at cost plus shipping. It was voted 9(in favor)-1(opposed) for the club to use Everything Horse and Hound for year-end awards. Ordering of awards for Summer Classic and Harvest Run will be open to Everything Horse and Hound and Equestrian Connection.
- The website is lacking information! James will oversee the work for website. Anything needing to go on website will need to be emailed to Olivia and James. Olivia will get with Ashley for updating and learning.

- Debbie to man the HFH booth at the U of A Horse Festival. NWAHJA should have a booth too with some Jr. Members to man. Booth should include newsletters, membership information, publicize the Education Equitation division to stimulate membership and entries. Debbie will email about needing booth help.
- A Jen Phelps emailed James about being a photographer at our NWAHJA horse shows. Sandra will email Amanda Gerdel about being a photographer as well. Board not opposed to another photographer present, James will most likely be doing videos.
- Diane G. motioned to adopt the USEF points system and Diane T. seconded. All were in favor and no one opposed. Debbie asked Heather if would still do points if system changed and Heather agreed. New points system is as follows: 1st place 10 pts; 2nd place 6 pts; 3rd place 4 pts; 4th place 2 pts; 5th place 1 pt; 6th place .5 pt. (old system as follows: 1st place 10 pts; 2nd place 7 pts; 3rd place 5 pts; 4th place 3 pts; 5th place 2 pts; and 6th place 1 pt.)
- Perpetual trophy descriptions written by Kayvonne will be read by Sandra and reworded areas sent to Debbie for finalizing. Kayvonne will be sponsoring two trophies. These trophy descriptions will be put in Rule Book and prize list. Debbie will email final descriptions and board will vote via email.
- Software for Show Secretary is being looked into by Kayvonne. Sandra will email for board to vote based on cost.

New Business:

- Vote on half points offered if division is not made and riders cannot cross-enter in a different division, when the division they came to ride in doesn't make last minute. Diane G. motioned and Sandra seconded. All were in favor, no one opposed.

Meeting adjourned.

Respectfully Submitted:

Diane Torti
NWAHJA Secretary

Next Meeting: 4/20/11

Time: 6:30 pm prompt

Location: Joe's Italian Grill, Springdale

**NWAHJA Action Items
March 16th Meeting**

All Committee Chairs: type narrative of committee descriptions and bring to next meeting.

Laura:

- Get with Mark to complete non-profit application
- Make membership cards
- Send out welcome letter

- Send reimbursement to the McKnight family for daughter not riding in Misty Morgan Clinic.

Sandra:

- Get show secretary information from Lori B.
- Get price info on software for show secretary
- Reword trophy descriptions and email to Debbie
- Email Amanda Gerdel about being a photographer at shows.

Katy:

- Send thank you to Lori and let know that club has decided due to financial reasons to make show secretary a non-paid position. And let her know how much we have appreciated her time and good work!

Sally:

- Follow-up with Rachel on what accommodations need to be made for Summer Classic judge.

Rachel:

- Check on Willow Springs availability for September show and email board.
- Email one day format for board to vote on.

Diane G:

- Check with Jasper Springs on availability for October and November shows.

Mark:

- Get with Laura W. to complete non-profit application.

James:

- Oversee website updating.