Oregon Dressage Society

2018 Board Meeting

Saturday, April 28, 2018, 10 a.m. – 2 p.m.
Almost Home Restaurant, 3310 Market St NE, Salem, OR

Attendance List

	POSITION	BOARD MEMBER	RSVP	ROLL
1	President / C Reg. Rep	Karen Cheeke	Y	
2	President-Elec	Emily Kenyon	Y	
3	Treasurer	Gaye McCabe	Y	
4	Secretary	Valerie Stallings	Y	
5	Dir at Lg	Anna Bigwood	Y	
6	Dir at Lg	Jessica Rattner	Y	
7	Dir at Lg	Karen McCurdy	Y	
8	Dir at Lg	Lisa Koch	phone	
9	N Region Rep	Jo Renn	Y	
10	N Region Rep	Sam Clement	Y	
11	S Region Rep	Brett Stallings	Y	
12	E Region Rep	Sharm Daggert	N	

	CHAPTER	NAME
1	FVC	Dolores Morgan
2	FVC	Mary Packard
3	LPS	Christine Erikson
4	Show Com Chair	Sarah Diebert
5	Adult Prog.	Francy Haupt

Minutes --

No printed materials are made available at the meeting. BOD members are advised to print out any materials they wish to have a hard copy of and bring it to the meeting themselves.

1. Call To Order - Roll Call was taken and the meeting was called to order at 10:02 a.m.
2. Agenda Approval -- Valerie moved to approve the agenda as it was emailed to the board members Karen seconded. Motion was approved.
3. Approval of last meeting's minutes emailed to the BOD on April 25, 2018. Jessica moved to approve the minutes, Anna seconded. Jessica motioned to add Karen McCurdy's last name to avoid confusion in section 6.2. Minutes were approved with this correction.
4. President's Report
5. Treasurer's Report
   5.1. ODS Budget review and approval - Gaye went over her $49,844.00 revised administrative budget for 2018. She reduced the administrative salary 50% explaining the remainder did not have to be spent but if it was in the budget it would be there in case ODS decided it did need to hire an administrative assistant. Lisa questioned why the Youth Program was not in the budget. Gaye explained that the youth program was a separate account and therefore was not included in the budget. Karen injected that those separate accounts would have budgets that would have to be approved. Karen also explained that the end goal was to incorporate all the accounts into one formalized budget sheet that the BOD could study as a whole. Since the general (administrative) budget had been the only budget presented to the BOD in the past that is all Gaye prepared for the BOD this year. The other ODS accounts, not including the chapter accounts, did have to present budgets to the finance

committee for approval. Lisa also questioned why the amount budgeted for the USDF Convention was so high. For example there was funding to send an executive director to the USDF convention in 2018 when ODS no longer had an E.D. and this position may not be filled. Gaye explained that she left it in the budget in case ODS does choose to send an employee, increase the per diem for BOD members who attend, or increase the number of BOD members eligible to receive a per diem amount for attending the convention. She further suggested that the description reading "2 delegates, plus the cost of meetings/fees from USDF and convention basket" be stricken from the budget proposal to allow for further definition at a later date. Sarah D. questioned the amount received by ODS for show approvals on the profit and loss statement. She felt the amount was not representative of what was actually being received, Gaye recorded 1860.00 and Sarah believed this income should be 3560.00. Point of Order called as this was not part of the budget approval. Valerie moved that Sarah's concerns be moved to committee, Jessica seconded, the motion passed. Gaye wished to make one change in the budget and that was to increase the designated amount for the reimbursement for mileage from $2000.00 to $4000.00. Dolores was concerned that all the accounts; the board is responsible for all the money going through ODS and not just the administrative funds, yet the board is not being given a full picture of the budget as the other accounts are not presented to the board. Karen again stated that the combining of the accounts was one of the goals and the finance committee was working on it. Brett ~~mad~~ made the motion that the budget be approved with the proposed changes. Jessica 2nd the motion. The budget was approved with one abstention. Gaye continued with her report claiming she had not yet received a transfer of all the records from the previous treasurer. Dolores confronted her and stated flatly she "had no records" and that Corinne had been the keeper of all the records. Gaye said she just needed that clarified that Dolores did not have any records. Dolores did say she had stacks of her copies which Gaye said she had to turn over. Dolores reiterated that ODS had all the legal records and Gaye could speak to Jorine on this matter and she did not have anything that belonged to ODS. Karen pointed out that Dolores was able to keep her copies of records as long as they did not include original copies of bank statements, etc.

6. Committee Reports
   6.1. Finance Committee - Karen asked for an additional member to be added to the finance committee. The committee is comprised of the president, vice president, treasurer, and an additional member. Lisa volunteered. Valerie made a motion to appoint Lisa to the ODS finance committee, Karen McCurdy 2nd, an the motion passed.
   6.2. Committee Budgets - the following committees submitted budgets for approval. Lisa brought up the point that each of the budgets had all ready been approved by the finance committee, and possibly the executive committee before they are presented to the BOD. Karen concurred that the budgets do usually get vetted before coming to the BOD, therefore there was not a big need to go through each budget. Gaye then proposed that since all the budgets were sent out ahead of time that there be a blanket approval of all budgets unless someone had a specific concern with a specific budget. Valerie did bring up the point that the executive committee has not reviewed these budgets. Karen pointed out that it was the BOD that needs to approve the budgets, the finance committee and executive committee merely review the budgets but do not approve them. Minor discussion followed. Valerie moved that the budgets listed in 6.2.1-6.2.5 be approved as they have been presented. Brett seconded.
      6.2.1. ODS BOD Reimbursements
      6.2.2.ODS League Finals
      6.2.3. ODS Championship Show
      6.2.4. ODS Adult Team Championship Show
      6.2.5. ODS Jr/YR Team Championship Show - Lisa pointed out that what was sent to the BOD was not a proposed budget for 2018, but just the year end statement from 2017. Jessica proposed that the BOD strike the Youth Camp budget as she did not think it was going to happen this year.

   The above budgets were approved with one abstain.

   6.3. ODS BOD reimbursement proposal - ODS budget for a re-imbursement for mileage to BOD members to attend required meetings. This re-imbursement is presently allowed in the ODS Policy & Procedure Manual. Mary Packard felt that the reimbursement budget should also include volunteers. Jo pointed out that the bylaws state the BOD cannot be paid but can be reimbursed for expenses. She also pointed out that there are times that

members may be required to come to a BOD meeting to make a presentation or report and that these members should also be eligible for mileage. For situations such as the expo, clinic, or other event that any expense reimbursement should be built into that committee's budget. The idea is to make required to attendance of meetings that could include several hundred miles travel, something that was not a financial burden. Karen stipulated that a standardized ODS form would be established with set reimbursement numbers before the proposal was initiated.

6.4. Show Committee Report -

6.4.1. Sarah Diebert reported that the League Finals for 2018 were approved by the show committee. She requested from the BOD that Western Dressage be approved to add to the Finals. Since it was so late in the year, and many League Shows do not include Western Dressage yet, that there be no qualifying scores required for entering the League Finals in Western Dressage for 2018. The Western Dressage tests used will be the USEF Western Dressage tests. Jessica motioned that Western Dressage be allowed at the ODS League Finals Show and that no qualifying scores be required to enter those finals in 2018. Karen seconded. Discussion followed. Discussion brought up the following points: the USEF Western Dressage Tests can easily be found online even though they are not in the ODS Dressage Test Book. Gaye suggested a link to the ODS website to the proper USEF Western Dressage Tests. Cross entry would be allowed, same horse and rider, however A friendly amendment was made to allow the cross entry of horse and rider between English and Western Dressage with the English Dressage must be ridden first. The proposal passed with one opposed.

6.4.2. Sarah also brought up the control of the information for shows on the ODS website. She has found misinformation on the website concerning shows and proposed that the show committee be allowed to control the flow of information through the ODS website, specifically what was posted on the ODS Show page of the site. Valerie made a motion that the show committee be allowed to advise and supervise the information posted on the show page of the ODS website. Jessica second. Motion passed.

6.5. Sporthorse breeder shows - Sarah made a motion that the information and guidelines for these shows be put into the show committee rather than being separate. Brett seconded the motion making it a legal motion from a non BOD member, the motion passed.

6.6. General Meeting, Silent Auction - Valerie made a motion that the general meeting will be held one week earlier this year, the last Saturday in October vs the first Saturday in November. This is so that it can be coordinated with the Trainer's Workshop allowing Lisa Wilcox to be the keynote speaker at the banquet and provide members with a special symposium the following day. She is still looking for a venue and caterer in Wilsonville for the meeting and banquet. She also is looking for volunteers to help with putting on the event and specifically the silent auction. Jo seconded the motion. The motion passed with 6 approve and 3 abstains.

6.7. Trainer's Workshop - Lisa is moving ahead with the Trainer's Workshop to be held October 25-27, in Wilsonville. Lisa motioned to be able to charge a $20.00 non-member fee to open the workshop to more professionals who wished to attend. Jo questioned why we needed to vote on this item with Jessica explaining that it was an ODS member event. Gaye seconded the motion. Motion passed. Lisa made a second motion to establish a Trainer Workshop committee, Jessica seconded the motion. The motion was tabled.

6.8. Francy brought forth the idea of having a "Riding Through the Levels" clinic in 2019 when the new tests are published. Gaye made a motion to approve Francy's concept, Brett seconded. Jessica thought ODS should look at options on where to hold it. Motion passed.

6.9. Strategic planning and website - Jessica requested any questions be brought to her or Karen McCurdy and they could present them to Meredith. Karen requested that the details be defined as the timeline goes on. Dolores felt a request for proposal was called for with this project. Francy felt each committee should have its own page and be responsible for that page. Other concerns included ongoing maintenance of the site, the handling of memberships, including the ability for members to change their own information, event registration and donations or sponsorships. Mid Valley Chapter has agreed to pay the first $7,000.00 of the website development. Any additional costs will be presented to the ODS BOD for approval. Website hosting will be the same as it is now approximately $300.00/year. Meredith will be available May 20-30 when she is coming ot Portland. Jessica mad a motion to move forward with the website redevelopment, Valerie seconded. Jo expressed concern with some of the technical aspects lacking detail in Meredith's answers to BOD questions.

Sam was concerned that specifics were not names in relation to what plug ins would be needed or used in the website, therefore a realistic price for the building of the site cannot be determined. Items that were recommended to the board to consider for the website included: who does ODS want to communicate with through the website, how to segment the data, how to handle sponsorships and donations, what role will the website play for ODS. The motion passed with 7 yes, and 2 abstain.

6.10. ODS Merchandise - Jo made a motion that the current ODS merchandise be liquidated, Gaye seconded. Much of the merchandise is out of date and not selling; Jo would like to liquidate it without concern for the cost. It was suggested to offer it at a discount to members or use it for give aways at the Championship show or annual meeting. It was suggested to look for someone to make some updated ODS apparel. It should be considered a good marketing tool and not a fund raiser.

6.11. Membership - Jo reported that ODS is not set up this year for membership cards. If members ask they can refer to the USDF website for a GMO member of ODS without the ODS member #. People can print out an incomplete page of the roster that would have their name and ODS member number on it if the ODS show secretary needs the member number, and date of joining.

6.12. NW Horse Expo - Jo volunteered to run it again next year and submitted a budget to do so. Francy volunteered to handle the demo riders. It was questioned whether this expo was worth the time, effort and money to have a booth there. What did ODS get out of the experience, is it reaching the right demographic group? Discussion felt it was a good outreach for dressage. Having a presence at the Oregon State Fair was suggested in lieu of the expo. A motion was made to have a booth at the NW Expo in 2019, the motion passed with 1 no.

7. Old Business
   7.1. Strategic Planning - tabled as it was covered in the website discussion.
   7.2. Financial Structure Proposal update - tabled.
8. New Business
   8.1. Revision of PPM and Bylaws
      8.1.1. Proposals were previously emailed to the board on April 24, 2018 by Ed Miller. The general feeling was that the BOD was not given enough time to review the changes since the changes were emailed four days prior to the BOD meeting. The biggest discussion was on the increase of the number of directors at large which was felt to be unnecessary. Since there is no limit to how many DAL there can be, only a minimum, the mood of the board was to not make this change. There seemed to be no resistance to the change from "president elect" to "vice president". No other discussion was recorded. It was decided to send the entire PPM back to committee for further revisions as no one seemed to agree on the current version.
      8.1.2. Proposal to change the membership wording in the PPM was presented by Valerie as per instructions from the last BOD meeting. There was no discussion on this topic.
      8.1.3. Proposal to remove the Connie Keith Award from the PPM was presented by Valerie as the Special Awards Chair. She proposed that this award by removed from the PPM as there was no longer any funding and it was rarely given out. This will be sent to Ed to be added to the revision process.
   8.2. Nomination Committee formation for 2018 election of 2019 BOD
   8.3. Questions for the BOD from the South Region- Jill Giri, president of the Umpqua Valley Chapter, emailed a letter to Karen with some concerns the chapter had about the way ODS was being run. Letter from UV Chapter The chapter also voiced these concerns to the South Reg. Rep, Brett Stallings. Those concerns included having the League Finals for the OREGON Dressage Society in Washington (State), confusion on how the vacant DAL position was being filled, and whether board members who were also on the executive committee were able to vote twice on BOD matters, once as a DAL or Reg Rep, and once as President etc. Although these were all questions that Brett was able to answer she thought it was important that the ODS BOD was aware of the feelings of the chapter as this may not be an isolated case. It was decided that the regional reps should reach out to the chapters. Brett will go back to the UV chapter to let them know that their concerns were addressed.
9. The next BOD meeting will be on July 28, 2018.
10. Meeting was adjourned at 2:30 p.m.

Approved October 22, 2018 – Valerie Stallings, Secretary

PROPOSED 2018 BUDGET

Oregon Dressage Society
Budget Document

	2017 Budge	Actuals: Year End 2017	Adjusted 2018 Budget 90% of current membership	2017 memberships	2017	2018 less 10%	income	
Ordinary Income/Expense				business @ 200	27	24	4800.00	
				Patron @125	18	16	2000.00	
Income				Adult @ 75	760	684	51300.00	
4000 · Membership Income				Youth @ 55	87	78	4290.00	
4010 · Membership Dues	69350.00	58641.00	52776.90		892	802	62390.00	income staggered 2 years
Total 4000 · Membership Income	69350.00	**58641.00**	52776.90	$69,603.00 should be income, but because of the overlap of our year some income was reported in 2016 same is true for 2017				
4050 · Contribution Income			0.00					
4055 · Contribution Income Unrestricte	3000.00	980.21	882.19	Patron, Business member upgrades, Amazon donations; other straight donations	is this resonable to think we will get this amount?			
4060 · Education Fund Contribution	0.00	231.00	207.90					
4065 WHD Fund Scholarship Contribution	0.00	20.00	18.00					
4050 · Contribution Income - Other	0.00	440.00	396.00					
Total 4050 · Contribution Income	3000.00	1671.21	1504.09					
4100 · Advertising Income								
4110 Advertising - Omnibus	0.00		0.00	Omnibus has been cancelled				
4115 Advertising - Roster	0.00			No advertising in the Roster				
4120 Omnibus Show Listings	0.00		0.00	Omnibus has been cancelled				
Total 4100 Advertising Income	0.00		0.00	Note: this category may need to be renamed, as not advertising but it's publications				
4200 · Approval & Processing Income								
4210 · Show Approvals	3850.00	4430.00	3987.00	Based on average of last and current show season taking into consideration cancelled shows (55)				
4215 · Futurity Nomination & Purse	0.00	75.00	67.50	pass thru account				
4225 · Office processing fees	1050.00	1416.16	1274.54	Based on show approvals (x2 because of insurance) plus average number of clinic insurance applications				
4227 Rush Fee	0.00	160.00	144.00	pass thru account				
4230 · Award Program Fees	2000.00	1254.00	1128.60	Based on last year's awards income / matches with costs below				
4231 Horse Rider Awards Plates	700.00	1135.00	1021.50	"				
4235 · Special Awards Sponsorships	500.00	565.00	508.50	"				
Total 4200 · Approval & Processing Income	8100.00	9035.16	8131.64					
4500 · Event Income			0.00					

PROPOSED BUDGET CONT.

				Budget target to committee, conservative estimate (ODS Championship income 24,300.00
4520 · Championship Show/Futurity, net	10000.00	24300.00	9000.00	donation for 2017)
4540 · Silent Auction Income	1500.00	180.00		
4560 Special Event Income	0.00		0.00	
4570 Fall Festival Income	0.00	5137.50	4623.75	
Total 4500 · Event Income	11500.00	29617.50	13623.75	
4600 · Miscellaneous Income				
4610 Board Meeting Related Income	0.00	2710.70	2439.63	retreat
4620 · Publications Sales	2550.00	2560.00		2017 funds from Mid Valley
4630 · Merchandise Sales	500.00	985.00	886.50	Small amount of merchandise in storage unit for AFS; championship show in Sept.
4635 Adult Program Income	0.00		0.00	
4636 · Judge Program Income	619.25	23227.56	20904.80	Assumed from Francy's budget
4637 instructor program, services		11544.67	10390.20	
4640 ParaEquestrian Committee Income2	0.00		0.00	
4650 Youth Programs Income	0.00	100.00		pass through account
Total 4600 · Miscellaneous Income	3669.25	41127.93	37015.14	
Total Income	95619.25	140092.80	113051.52	
Gross Profit	95619.25	140092.80	113051.52	
Expense				
5000 · Membership Expenses				
5010 · Affiliate Dues	21000.00	17220.00	16040.00	Based on 802 members plus USEF Affiliate dues
5020 Flying Changes Subscriptions	9810.00	8238.72	7340.00	Based on 802households / calculated off of upper membership numbers
5000 Membership Expenses - Other	0.00	170.95	153.86	No basis; these items were not in the right category
Total 5000 · Membership Expenses	30810.00	25629.67	23066.70	
5100 Advertising Expenses			0.00	
5110 Omnibus Production			0.00	
5115 Printing and Binding	0.00		0.00	Roster
5110 Omnibus Production Other	0.00		0.00	
Total 5110 Omnibus Production	0.00		0.00	
5120 Roster Production	500.00	470.06	423.05	Roster cost based on bid
5130 Test Booklet Production	1900.00	1843.87	1659.48	Testbooklet cost based on bid
Total 5100 Advertising Expense	2400.00	2313.93	2082.54	*Note: this category may need to be renamed because it is our Publications, not advertising
5200 · Award Expenses			0.00	
5230 · Awards Program	2650.00	2961.46	2665.31	Based on historical cost and income
5240 Awards Progam KSHB Plates	50.00		0.00	Based on historical cost
5250 Special Awards	500.00	121.00	108.90	Based on historical cost; income will balance this and 0 base (cost = income)
5200 · Award Expenses - Other	0.00	229.32	206.39	
Total 5200 · Award Expenses	3200.00	3311.78	2980.60	
5500 · Event Expenses				

PROPOSED BUDGET CONT.

5520 · Show & Event Insurance	2000.00	1083.16	974.84	Should be the policy fee but there is income and expense based on events
5540 Silent Auction Expense	850.00		0.00	Cost of facility for awards evening and silent auction
5570 · Fall Festival Expense	0.00	3246.51	3300.00	board approved for expo
Total 5500 · Event Expenses	2850.00	4329.67	4274.84	
5600 · Miscellaneous Expenses			0.00	
5610 Merchandise purchsed for resale	350.00	315.00	283.50	Based on purchase for expo
5620 · ODS Library Expenses	100.00	19.77	17.79	Historical cost
5630 Adult Programs Committee Expense	0.00		0.00	Program proposed is zero based/receiving TDF grant
5635 · ODS Judges programs	0.00	7192.80	5000.00	estimated budget need from previous program income
5640 Instructors programs, services	0.00	8800.96		program moved to activities account
5650 Connie Keith Adult Camps	0.00	-1000.00	-900.00	pass through account - should be final payout
5670 Futurity Pay-Outs	0.00		0.00	pass through account
5600 Misc Expenses Other	0.00		0.00	
Total 5600 · Miscellaneous Expenses	450.00	15328.53	13795.68	
6000 · General & Administrative Exp			0.00	
6010 · Salaries & Wages	35343.00	33843.00	15229.00	reduced 50%
6012 · Omnibus labor	0.00		0.00	
6013 Other Bonus	0.00		0.00	
6015 · Commissions	0.00	1700.00	1530.00	
6110 · Payroll taxes	4000.00	3553.45	1600.00	reduced 50%
6111 · Payroll Expenses - ORWBF	100.00	20.46	18.41	
6112 Workers Comp Insurance	140.00	150.08	135.07	
6115 · Payroll fees	1000.00	889.00	800.10	
6300 · USDF Convention & Meetings Fees	3500.00	3117.48	3500.00	2 delegates, plus cost of meetings/fees from USDF and convention basket
6510Airfare & Other Travel	500.00	519.29	467.36	
6515 Lodging	800.00		0.00	
6520 · Meals & Entertainment	800.00	65.77	59.19	
6525 · Mileage Reimbursement	1100.00	258.87	232.98	
6600 · Office Rent	1800.00	1800.00	810.00	reduced 50%
6605 Mailbox Rent	300.00	314.00	282.60	
6610 Storage Unit Rent	1200.00	1242.00	1117.80	
6620 Facility Maintenance and Repair	100.00		0.00	
6630 · Telephone, Voice Mail, Internet	3500.00	4227.01	3804.31	
6635 · Postage, Fedex, UPS	1250.00	415.58	374.02	
6640 Other Printing	1800.00		0.00	This year we are not expecting to have expense of thank you cards, only membership forms, some brochures; next year need to plan for 3-fold brochure update
6660 · Public Relations - all	3000.00	2012.36	1811.12	Primarily expo
6680 · Software/Small Equip purchased	1800.00	1179.91	1061.92	Formstack, website, Quickbooks, etc.
6695 Equipment Maintenance and Repair	500.00		0.00	Estimate for upgrades/emergencies
6700 · Dues, Books, Subscriptions	1000.00	805.60	725.04	OHC, annual non-profit permit, etc.
6710 · General Office Supplies	750.00	232.56	209.30	
6720 · Insurance - D&O	1500.00	2707.50		Chapter contributions were billed late last year
Donation to Region 6	0.00		500.00	Region 6 donation

6740 · Bank Charges	0.00	119.33	107.40	
				Fee for running people's credit cards; passing through costs to program attendees via
6750 · Merchant Banking Fees	1000.00	1985.59	1787.03	EventBrite
6770 Local Licenses and Taxes	400.00		0.00	CT-12 fee
6790 · Legal & Accounting	1250.00	881.38	793.24	CPA
6795 Accounting Fees	0.00		0.00	
6796 Other Professional Services	0.00		0.00	
6800 · Board Meetings			0.00	
6810 · Retreat Expenses	1700.00	2902.35	2612.12	
				Conference calls, quarterly face to face meetings
6800 · Board Meetings - Other	500.00	469.01	2000.00	*funds for reimbursing mileage
Total 6800 · Board Meetings		3371.36	3034.22	
Total 6000 · General & Administrative Exp	70633.00	65411.58	39990.14	
6030 · Employee Benefits		-346.67	0.00	
Total Expense	110343.00	115978.49	86190.50	
Net Ordinary Income		24114.31	26861.02	Gross profits minus total expenses
Other Income/Expense				
Other Income				
8010 Interest Income		0.84	0.84	
Total Other Income		0.84	0.84	
Other Expense				
8120 · Interest Expense		94.59	94.59	
Total Other Expense		94.59	94.59	
Net Other Income		-93.75	-93.75	
Net Income	-14723.75	24020.56	26767.27	

salary - changes
reimbursements for members

Championship Show Budget

Oregon Dressage Society	Proposed Budget				
Championship Show Income Statement	2018.00	2017.00	2016.00	2015.00	2014.00
Revenues:					
Advertising				75.00	275.00
Other Income					
Vendor Fees	500.00	650.00	150.00		150.00
Show Income					
Cancellation Fees	300.00	640.00	210.00	300.00	1020.00
Change Fees	40.00	40.00	40.00	20.00	60.00
Entries	22000.00	26875.00	18845.50	24385.00	31351.00
Membership Verification Fee	600.00	630.00	420.00	210.00	755.00
Returned check fee		50.00		226.00	33.00
Office Fees	4500.00	4780.00	2880.00	3488.00	4464.00
Post Entry Fees	250.00	225.00	300.00	225.00	100.00
Premium Parking	2400.00	2400.00	1445.00	1875.00	2025.00
Stabling					
Day Stalls	425.00	425.00	420.00	700.00	650.00
Shavings	2700.00	2700.00	1740.00	1160.00	465.00
Tack Rooms	5000.00	5075.00	2940.00	4340.00	4940.00
Weekend stalls lower	16800.00	16860.00	12890.00	15105.00	18565.00
Weekend stalls upper barn	2300.00	2310.00			
Sponsorship income					
Class Sponsorship					
VIP Bronze (Full class)	1500.00	1500.00			
Champion	2500.00	2300.00	1500.00	2200.00	4390.00
Reserve	1500.00	1000.00	1200.00	900.00	1800.00
Open	800.00	800.00	638.10	100.00	695.00
Other Sponsor					
Awards		3000.00			
Instructor's Freestyle		325.00			
VIP Silver	1000.00	1000.00			
Undesignated	1000.00	1125.00			
Presenting					1000.00
Gold	1000.00		500.00		
Futurity	500.00	500.00	300.00		
USEF Drug fees		3456.00	2784.00	3296.00	3952.00
USEF Misc fees (non-member, etc)			60.00	120.00	330.00
USDF Misc Fees		25.00	100.00	100.00	155.00
USDF Qualifying Fees		555.00	220.00	420.00	260.00
ODS Education fund		58.00	11.00	50.00	31.00
USAE, USDF, Region 6, ODS fees					
Total Revenues	67615.00	79304.00	49593.60	59295.00	77466.00

Expenses:					
Bank expenses	10.00	12.40		86.65	83.60
ODS payments:					
ODS Fees					
ODS Show approval fee	140.00	140.00	140.00	140.00	140.00
ODS Insurance	173.00	173.00	163.00	163.00	173.00
Officials Fees and other Paid Staff (W-9)					
Announcer fee (and expenses 2004-2007)	900.00	750.00	750.00	750.00	750.00
Farrier	125.00		125.00	125.00	125.00
Judges Fees	4500.00	4060.00	4575.00	4500.00	5118.90
Show manager Fee	2000.00	0.00	2000.00	2000.00	1900.00
Promotion and Sponsor fee					
Secretary Fee	1500.00	1500.00	1500.00	1500.00	1500.00
TD Fee	900.00	900.00	825.00	750.00	775.00
Volunteer Coordinator	500.00	500.00	500.00	500.00	600.00
Facility Fees	22864.00	22099.00			
Payment to USEF USDF and others					
USDF					
Misc Fees (HID, affidavit, non-member)		25.00	100.00	100.00	160.00

Qualifying Rides		555.00	220.00	420.00	270.00
USDF Fees					
Show Fees	150.00	150.00	150.00	150.00	150.00
USEF					
Drug Fees		3456.00	2784.00	3296.00	3952.00
Misc. Fees		324.00	261.00	399.00	370.50
Mon-member fees			60.00	30.00	405.00
USEF Fees					
USEF Ride Fees	130.00	128.70	111.15	133.65	176.40
Show Fees	200.00	200.00	200.00	200.00	200.00
Test copies/fees	160.00	156.45	108.15	143.85	171.50
Refunds	2500.00	1818.00	389.00	2725.00	6033.00
Show Expenses					
Announcer expenses	100.00	62.27	60.48	74.64	76.72
Awards (open & championships)					
Awards	3000.00	3158.30	1303.21	1306.64	1502.43
Ribbons	1800.00	995.18	1464.69	1979.83	1840.13
EMT fee and expenses	915.00	915.00	802.50	838.50	900.00
Facility Fees	(above)	see W-9 fees	17688.00	20590.00	21485.00
Shavings	2700.00	2700.00	1740.00		
Farrier		125.00			
Golf Carts	1094.00	1094.00	1094.00	1076.00	1076.00
Hospitality expenses (incl in food now)					116.54
Judges Expenses (Airfare, airport parking, etc.)	1500.00	1167.40	1486.99	1525.04	1934.18
Judge/TD/Staff meals/food	1300.00	1146.98	1077.41	1345.66	1387.66
Judge/TD/Staff hotel	2250.00	2253.68	1930.46	1959.82	2192.14
Show manager expenses	100.00	66.88	84.24	122.15	76.16
Marketing (postcard mailer)	600.00	199.99		559.83	976.90
Misc supplies (like gloves, stall tags)	50.00	39.98			39.98
Office Expenses	500.00	472.34	382.62	584.01	688.32
Program production	750.00	731.87	576.78	495.19	641.03
Square and Everbrite expenses (prev Sponsor and promotion)	200.00	125.16	877.50	542.50	1037.50
Secretary Expenses	300.00	266.50	270.00	280.00	275.00
TD expenses	200.00	405.00	50.00	100.00	133.34
Volunteer Coordinator Expenses	200.00	333.90	151.40	148.60	167.50
Website expenses	96.00		95.40	95.40	95.40
Total Expenses	54407.00	53206.98	46096.98	51735.96	59695.83
Profit or (loss)	13208.00	26097.02	3496.62	7559.04	17770.17
To ODS			6500.00	9000.00	15000.00
			42770.00	42388.00	42037.00

Vendors/Sponsors/Ads (1)	$4,560.02
Advertising	$75.00
Class Sponsorship Championship	$2,200.00
Class Sponsorship Reserve	$850.02
Class Sponsorship Open Class	$210.00
Sponsorship	$500.00
Vendor Income	$725.00

League Finals Budget

ODS League Finals Oct 2018						
Expenses:		Revised		Actual	Paid by	Receipts Included
Judges $425 + $350 x2 days	$ 1,550.00					
Travel fees (mileage)	$ 400.00					
Lodging Judges 4x$125	$ 500.00					
Facility 2 x $700	$ 1,400.00					
Insurance	$ 140.00					
Porta Potties 10x$25	$ 250.00					
Water/coffee/Snacks	$ 200.00					
Office fees/Supplies (name tag, flyers)	$ 1,000.00					
Ribbons & Prizes	$ 2,000.00					
Total Expenses:	$ 7,440.00					
Income:						
Rides 260 x $35	$ 9,100.00					
Office fee 130 x $20	$ 2,600.00					
Down Centerline	$ 260.00					
Sponsorships	$ 3,000.00					
Total Income:	$ 14,960.00					
NET PROFIT/loss	$ 7,520.00					

Adult Team Show

2018 Adult Team Show budget		based on 60 rides/day
EXPENSES		
Oregon Dressage Society	insurance	$ 75.00
Oregon Dressage Society	Show Approval	$ 70.00
ODS	fair - additional insurance	$ 35.00
post show fees	$1.00 per ride	$ 120.00
Facility expenses		
arena rental		$2,450.00
Stabling costs		
Bedding		$ 500.00
manure removal		$ 160.00
supplies/printing		$ 50.00
Awards:		
Ribbons		
Championship		$ 175.00
open show		$ 150.00
awards - show pads & whips		$ 450.00

open show		$ 50.00
embroidery		$ 40.00
stalls based on last year (23 x 20)x2		$ 920.00
staff expenses:		
Hotel		$ 250.00
food		$ 200.00
Security		$ 370.00
Team dinner		$ 600.00
Judge		$ 400.00
	Total Expenses	$7,065.00
INCOME:		
120 rides x 30.00		$3,600.00
Team Fees: $12.50 x 15		$ 187.50
stabling income (75 for weekend) x 23		$ 1725.00
team dinner income	($7.50 x 40) ($10.00 x 10)	$ 400.00
stabling income		
income $75.00 - (cost $40.00)	$30 per stall x 45 stalls	$1,350.00
	Total income	$7,262.50

BOD Reimbursement

Executive	Wilsonville	.20 per mile	.15 per mile	.10 per mile
Karen	126X.20=25.20	25	18	12
Val	322 X .20 = 64.40	64	47	32
Emily	190X.20=38.00	38	29	19
Gaye	70X.2=14.00	14	11	7
Directors				
Lisa	312X.20=62.4	62	46	31
Jessica	30X.20=6.00	6	4	3
Emily				
Anna	30X.20=6.00	6	4	3
Vacant		0		
Gaye				
Regional Reps				
Jo	262X.2=52.4	52	38	26
Sam	384X.2=76.8	77	59	39
Karen				
Brett	322 X .20 = 64.40	0		
Sharm	681X.2=136.20	136	108	73
		480	**364**	**245**
4 trips Mileage	364 X 4 = 1456		1456	
awards dinner	16 X 20=320		320	
Retreat	16 X 120=1920		1920	
			3696	

ODS League Show Budget

Per Day Projected Revenue	**110 rides**	150 rides
Revenue from show entries	$3,300	$4,500
Revenue from office fee	$2200	$3000
Revenue from stabling		
Revenue from Down the Centerline Fee	$110	$150
Sponsorships	1000.00	1000.00
Total Revenue	**$ 6,610**	**$8,650**
Per Day Projected Expenses		
Judges	$965	$965
Accommodations for Judges	250	250
Ribbons/Prizes	$1,000	$1,000
Office Supplies	$500	$500
Facility Rental	$700	$700
Porta Potties	$345	$345
Total Expenses	**$3760**	**$3760**
Estimated per day profit:	**$2850**	**$4,890**

Meet and Greet Budget

Meet & Greet Venues	Date	Host	ODS		NEW ODS AMT
Bridge City Classic	March 10/11	Evin R/Devonwood	$ 40.00	Paid by KC	
Devonwood in Spring	April 14/15	Evin R/Devonwood	$ 80.00		$ 120.00
HOTV Show @ Devonwood	May 12/13	Mid Valley Chapter	$ -		
Adult Team Show	June 2/3	Adult Team Budget	$ -		
Central Oregon Show	June 9/10	???	$ 80.00		$ 120.00
Dressage at Devonwood	July 20-22	Evin R/Devonwood	$ 80.00		$ 120.00
Twin Rivers Show	August 18/19	Twin Rivers	$ 80.00		$ 120.00
ODS Championships	Sept 7-9	ODS Champ	$ -		
State of Jefferson Show	October 6/7	???	$ 80.00		$ 120.00
			$ 440.00		$ 600.00

Trainer's Workshop

2018 ODS Trainers Workshop Report-Lisa Koch, Organizer

Dates : Friday 10/26-Saturday 10/27

Place: Whip n Spur, Wilsonville Oregon

Instructor: Lisa Wilcox

Sponsors: Gallops, VitaFlex/Triple Crown

Committee: Jill Campbell, Marsha Williams, Anna Bigwood

We are excited to be going live with the Workshop on 5/1 for pre-registration through Eventbrite.

Flying Changes will have a small announcement next month. Flyers will be ready to hit the shows also.

We will have a new format that will encourage participants to ask questions and join in discussions with Lisa.

This event is open to Instructors, trainers, professional riders, L program Graduates and Licensed Judges. No auditors.

I have set up Eventbrite to payout twice a month before the event so we won't run into the fiasco we had last year.

Sunday will be a Symposiun format that will be open to ODS General membership. There will be special pricing if you sign up for the Fall Festival and the symposium.

This committee will provide the demo riders for the symposium and will assist in running it. We will find volunteers for the day of this event.

Concerns:

Website needs to be updated with the Workshop information in a timely manner (by Tuesday May 1st).

ODS memberships: Last year we insisted people pay the full membership price on even though there was 1 month left in the year. This year it is even less…

Proposal: $20 ODS non member onetime fee for this event. (Really pertains to event trainers or Washington people.

Proposed Expo Budget 2019

Equine Expo Budget

Expenses:	
full booth	850
30 passes pre-purchased	180
rental of clothing rack and table	200
horse stalls	520
misc. office supplies and food	50
Instructor Booklet Printing (TBD)	300
ODS Generic Business Cards	50
Hotel for Jo/Francy Thurs - Mon	550
Dinner Jo/Francy/Clinican 2 nights	260
Gross expenses	2960
Income:	
sponsorship for stalls	520
reimbursement for 1/2 booth	425
sales of t-shirts and sweatshirts	100
sales of books	75
Gross Incom	1120
Net expense (expense-income)	**1840**

Expo Invoice

Northwest Horse Fair & Expo 2017
P.O. Box 858
Greencastle, IN 46135
Phone # (765) 655-2107
E-mail jjcloe@equinepromotions.net

Invoice

Date	Invoice #
5/2/2016	10

PAID

Bill To

Oregon Dressage Society
Corinne Tindal Stonier
P.O. Box 959
Hillsboro, OR 97123

Due Date
2/15/2017

Item	Description	Qty	Amount
10 x 20 Booth	10 x 20 Booth	1	750.00
Corner Location	Corner Location	1	50.00
Electricity	Electricity for booth (pre-ordered)	1	50.00
Exhibitor's Tickets	Exhibitor's Tickets	30	180.00
		Total	$1,030.00
		Payments/Credits	$-1,030.00
Thank you for your support of the Northwest Horse Fair & Expo		**Balance Due**	$0.00

Adult Program Report

Francy's Reports for April 28, 2018 Board meeting:

USDF 'L' Program

We had 13 qualified applicants that all attended the Part 1 hosted by ODS, that time of selection. The program can only accept 10 and those were chosen by lottery drawing.

The selected participants for the Part 2 are:
Erica Bliss, Seattle, WA
Jill Campbell, Klamath Falls, OR
Kathryn Christensen, Bothell, WA
Matthew Eagen, Bellevue, WA
Rachel Marie, Olympia, WA
Kimberly Mitchell, Shoreline, WA
Piper Newman, Olympia, Wa
Megan Pugh, Oregon City OR
Jillian Santi, Langley, WA
Jessica Wisdom, Battleground, WA

While I allowed everyone to use a credit card for the deposit I chose to save ODS the processing feeing for using credit cards with Square I had everyone mail a check for the balance of their registration fees.

The D1 Session is at Donida Spring Fling May 12-13, 2018

The D2 Session is at Dressage at DevonWood July 20-21, 2018

The Final Exam is at the NW Championships Sept 20-21, 2018

Bylaw Changes

BYLAWS
OF
THE OREGON DRESSAGE SOCIETY, INC.

ARTICLE I: PURPOSE

The Oregon Dressage Society (the Corporation) shall be organized and operated exclusively for charitable, scientific, athletic, artistic, and educational purposes. Subject to the limitations stated in the Articles of Incorporation, the purposes of this corporation shall be to engage in any lawful activities, none of which are for profit, for which corporations may be organized under Chapter 65 of the Oregon Revised Statutes (or its corresponding future provisions).

The purpose of the Oregon Dressage Society is to educate, promote and inspire its members and the general public through programs, publications and competitions, in a way that enhances the image of Dressage and promotes the welfare of the horse. The program of the Oregon Dressage Society shall be designed to offer a framework in which individuals can progress with dressage schooling of themselves and their horses.

ARTICLE II: MEMBERS

SECTION 1. CLASSES AND VOTING

The Oregon Dressage Society is an organization of members. Members in good standing in all classes are entitled to attend Board meetings and to participate in activities of the organization. Members 18 years of age or older as of November 1 of the membership year are deemed statutory members as defined by ORS 65.001d(28) and may vote in the selection of the Board of Directors and in all matters for which a membership vote is permitted except that members may not amend or repeal these Bylaws or adopt new ones. All members shall abide by these Bylaws and Amendments. Membership shall be composed of six classes of members: (1) life, (2) business, (3) patron, (4) adult, (5) junior/young rider, (6) additional supporting family members.

SECTION 2. APPLICATION FOR MEMBERSHIP

Application for membership shall be open to all people and shall be made in such forms as prescribed by the Board of Directors. The application form must be accompanied by the required fee for current dues for the class of membership.

SECTION 3. GOOD STANDING

A member shall be considered a member in good standing if the member's dues are paid in full for the current year and the member has not been suspended or expelled from the organization pursuant to Section 4.

SECTION 4. SUSPENSION OR EXPULSION

A member may be suspended or expelled with or without cause from the organization pursuant to a majority vote of the Board of Directors. This member shall have at least fifteen days written notice by first class or certified mail of the termination and the reason for the termination, and an opportunity for the member to be heard by the Board, orally or in writing, not less than five days before the effective date of the termination. Failure to pay outstanding dues after proper notice as described in the ODS Policies and Procedures manual will result in immediate suspension without a Board hearing. Suspended or expelled members are ineligible for ODS awards and give up all their rights and privileges as ODS members for the remainder of the membership year. The decision of the Board is final and shall not be reviewable by any court.

SECTION 5. CHAPTER AFFILIATION

Members may choose to affiliate or not to affiliate with an ODS chapter at no additional cost of dues. Members may change chapter affiliation at any time with written notice to the ODS office.

SECTION 6. ANNUAL MEETING

The annual meeting of the members shall be held the first Saturday of November or at another time fixed by the Board of Directors.

SECTION 7. SPECIAL MEETINGS

Special meetings of the members shall be held at the call of the Board of Directors, or by the call of the holders of at least five percent of the voting power of the corporation by a demand signed, dated, and delivered to the ODS Secretary. Such demand by the members shall describe the purpose for the meeting.

SECTION 8. NOTICE OF MEETINGS

Notice of all meetings of the members shall be given to each member at the last address of record, by first class mail at least seven days before the meeting, or by means other than first class mail at least thirty but not more than sixty days before the meeting. The notice shall include the date, time, place, and purposes of the meeting.

SECTION 9. GENERAL MEMBERSHIP QUORUM

A minimum of five percent of the General Membership shall constitute a quorum for any meeting of the General Membership. If a quorum is present, action is taken by an affirmative vote of a majority of the General Members present.

SECTION 10. PROXY

There shall be no voting by proxy.

ARTICLE III: CHAPTERS

SECTION 1. FORMATION

Chapters may be formed in order in give ODS members the opportunity to organize locally for the promotion of educational activities and competitions in their local areas designed for their particular needs, while participating in dressage on a statewide level.

SECTION 2. APPLICATION

To become a recognized Chapter, an application stating the needs for the local area and the plans for development in dressage in that area must be submitted to the Board of directors for approval. The application must be sponsored by at least thirteen ODS members in good standing. Requests to form out-of-state chapters will be considered by the Board of Directors on a case-by-case basis.

SECTION 3. CHAPTER BYLAWS

Chapters may establish their own bylaws which will be placed on file with ODS. Chapter bylaws may not conflict with ODS bylaws. ODS bylaws shall govern any chapter without its own bylaws on file or in any matter not addressed in the chapter's bylaws.

SECTION 4. FINANCIAL REPORT

At the end of each financial year as determined by the Board of Directors, the chapter shall submit a complete, accurate financial report to the ODS Treasurer or designate.

SECTION 5. CHAPTER DISSOLUTION

A chapter may decide to dissolve on its own volition or may be dissolved for cause by action of the ODS Board of Directors. In the event that a chapter decides to dissolve, the chapter must notify the Board of Directors in writing within 30 days of the decision to dissolve. In the event the ODS Board of Directors decides to consider dissolution of a chapter for cause, written notice shall be given to chapter members in 30 days in advance of the proposed action. All assets of the chapter shall be disposed of within 60 days of the decision to dissolve.

Membership wording change

CURRENT PPM DESCRIPTION FOR SUPPORTING FAMILY MEMBER

• **ODS Additional Supporting Family Members**: Additional supporting family members are Junior/Young Rider or Adult members who may join ODS at a discount if there is a primary member in good standing within the same household. The household primary member may be a Business member, Patron, Adult or another Junior member. Additional supporting family membership members are excluded from receiving ODS publications. Additional supporting family members will not receive membership upgrade discounts (i.e. ODS: upgrade to Patron or Business) or USDF publications. Additional supporting family members are not eligible to vote nor to participate in ODS awards programs. Additional Family membership is an annual membership, expiring on October 31st.

PROPOSED CHANGE TO DESCRIPTION

• **ODS Additional Supporting Family Members**: Additional supporting family members are Junior/Young Rider or Adult members who may join ODS at a discount if there is a primary member in good standing within the same household. The household primary member may be a Business member, Patron, Adult or another Junior member. Additional supporting family membership members are excluded from receiving ODS publications. All other benefits of membership apply. Additional Family membership is an annual membership, expiring on October 31st.

Letter from UV Chapter

Dear ODS Board, 4/12/18

In response to questions raised at our last business meeting, I would like to present these questions to the Board for clarification. In light of the recent turmoil on the Board and within our Club governance I believe open, clear communication is the first and best step in addressing these issues.

1) Why was the ***OREGON Dressage Society*** League Championship show moved to Donida? This on the surface appears to be exclusionary and poorly thought out. I am personally a great fan of the League shows, and their purpose of introducing members and horses to the sport of competitive dressage without the expense and pressure of rated shows. These shows serve as an important intermediate step between schooling shows and USDF/USEF rated shows to allow people and horses to gain invaluable experience, confidence, and have fun in a structured show atmosphere. One of the main appeals of a League show is that they are less expensive than a recognized show. Moving the Championships to Northern Washington makes the travel time and expense prohibitive for a vast number of riders, especially anyone from the Southern, Central, or Eastern parts of the state. For example, riders from the Umpqua Valley Chapter would be facing a 7 to 8 hour haul to reach the showgrounds at Donida.

I was unaware of any discussion on moving the location of the finals, and the feeling reflected in my local membership was that this was a closed door decision. Were there other venues investigated? Options we thought of were the State Fairgrounds in Salem, Oregon Horse Center, the Fairgrounds in Central Point, Lake Oswego Hunt, and even Fort Vancouver.

I would ask the board to reconsider the location of the finals if possible. Placing our Championships geographically out of reach for the vast majority of riders seems to be self-defeating. The northern end of the neighboring state past 2 major traffic bottlenecks seems like logistics and travel expense were not even considered in this move. Not to mention the additional expense of Certificates of Veterinary Inspection and Coggins to cross the border.

2) Has the open Director at Large position been filled? From reading the Flying Changes it is unclear if it has been filled. There is no open position listed. I understand that as this was an open board position a general membership election was not held, but a board appointment was/will be made. It has been unclear to the general membership as well as the candidates when this appointment is to be made. Most members I spoke with were under the impression that there would be a special election. Improving our communication needs to be a top priority to avoid misconceptions.

3) It appears that there are people on the board holding multiple voting positions. I can understand this if there is no one else to fill a second position, but in the case of the Directors at Large, this is not true. There were multiple people who volunteered for this last opening. The concern that was raised at the meeting was that if one person holds multiple positions, it in effect, consolidates their power on the voting board. As these are multiple year terms, if they are overlapping the membership never has the opportunity to vote someone off the board that they are displease with their performance. This seems to be a simple check and balance, and perhaps a procedural oversight from the past. Correcting this would involve two things. An amendment to our bylaws, and political courage from the board members.

By prohibiting one person from holding multiple voting positions at the same time, this would force an increase in the number of voting participants and decrease board stagnation. Both of these things are healthy for an all-volunteer organization like ODS.

Thank you for your dedication to Oregon Dressage and all your hard work. I look forward to your response.

Jill Giri, DVM

President, UVC Chapter