



Oregon Dressage Society

2018 Board Meeting

Saturday, July 28, 2018, 10 a.m. – 3 p.m. ♦
Wilsonville Public Library, Wilsonville, OR

Attendance List

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

	CHAPTER	NAME
1	FVC	Dolores Morgan
2	FVC	Mary Packard
4	Show Com Chair	Sarah Diebert

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 10:25 a.m. With only four board members present and two joining the meeting by phone, there was no quorum.
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 prior to the meeting. As there was no quorum to approve the minutes, no motion to approve was made. Dolores requested the following additions and corrections be made: 5.1 -correct the misspelling of "made" currently spelled "mad;" 8.3 - add "State" to "Washington" so readers do not mistake Washington State for Washington County, Oregon.
4. President's Report – Karen reported that she was still waiting on the financial review from Andrea. This review is now in the final stages and will soon be compiled. After its completion the review will first go to the executive committee and then to the finance committee before it is released to the general membership. Karen described the situation as a dark cloud which will finally be cleared. Karen also expressed how happy she was with the vast amount of volunteerism ODS members have shown. She expressed her thanks to Mary Packard for her time and dedication in helping with the website.
5. Treasurer's Report—Gaye reported that ODS had approximately \$110,855.30. The administrative fund had \$49,578.97 as opposed to \$21,685.54 in 2017 at this time of year. Valerie pointed out that by installing volunteers over a paid employee for the last four months, ODS had saved over \$20,000.00. There were no reports for the dedicated funds. Valerie requested that Gaye email her copies of the profit and loss sheets for the last fiscal quarter to be attached to the minutes of this meeting. She further requested that those sheets be formatted to fit an

standard letter size sheet so it could be easily inserted into the minutes as well as being easy to read and analyze by the membership. Gaye agreed to email those reports to Valerie to be inserted into the minutes of this meeting.

6. Committee Reports

6.1. Show Committee Report– (SHOW COMMITTEE REPORT)

6.1.1. Sarah Diebert made the following requests on behalf of the Show Committee: 1) the color coding of the shows be eliminated since most members printed off their own show sheets on white paper and not the color designated for that type of show (ie League, USDF, schooling). After discussion it was decided that having the show type color coded on the web calendar assisted members in finding the type of show they wanted quickly. No action was taken. 2) The \$70.00 show approval fee be dedicated to the show committee and not added to the administrative fund as it is now. This fee could then be used as the show committee determined. Sarah reasoned that it could be used for added money for show winnings. Her hopes were to increase show participation and member enhancement by offering added money purses to the prize list. Karen suggested the Show Committee submit a proposal with specific things it would like to do with the money, however, not a specific bank account for the funds.

6.1.2. Sarah informed the board that a licensed show had used someone else's approval number for their show. By doing so they not only bypassed paying the show approval fee, by participants believed they were riding in an approved show when they were not. Lisa was concerned that there is no checks and balances for show approval. Sarah explained the show committee has no way to police shows at this point. Lisa expressed a need to streamline the process. Valerie asked Sarah if the show committee could create a process. Sarah suggested that ODS no longer approve the USDF shows. She pointed out that to get USDF approval and ODS approval was redundant in what it offered the participant. The amount of money gained by the show approval fees was negligible compared to the amount of time spent on the approval process. **All agreed to bring this forward to the next meeting as a motion for approval.**

6.1.3. Sarah volunteered to create an online omnibus for the new website. Discussion concluded that the calendar on the website provided all the information in the omnibus, with the exception of the show sheets. It therefore made the omnibus redundant and unnecessary.

6.2. Fall Gala – Valerie reported that a venue and caterer had been booked for the General Meeting and silent auction. It will be held at the Wilsonville Community Center with Trees Restaurant doing the catering. She presented a budget for the event as well as one for the Lisa Wilcox Symposium. **GENERAL MEETING, BANQUET BUDGET. SYMPOSIUM BUDGET.** Pricing for the event was discussed, and agreed to. It was decided to put tickets on sale through Eventbrite.

6.3. Special Awards – Valerie put forward her proposal for the special awards for 2018. **SPECIAL AWARD COMMITTEE** She presented a sample of a resin and an acrylic award as options to use instead of the standard veneer particle board plaque used in the past. It was decided by those present that the oval resin award would be used this year instead of the wood plaque.

6.4. League Rider Achievement Awards – Valerie brought forward a proposal for a League Rider Achievement program. This program will be based on the USDF Rider Achievement program but for the lower levels only and for ODS League Shows only. There would be no cost to ODS as the rider would be paying for the award just as they do in the USDF program. Valerie brought samples of what the medals might look like. She explained that they could be engraved on an as needed basis so there would be no need to carry an inventory. Valerie thought that if the board wished to instate the program that the general meeting would be a good time to present it to the membership. This way the program could be initiated in 2019. Since there was no quorum, a vote on the proposal was postponed to a future meeting.

6.5. Nominating Committee – Mary Packard reported that the 13 members that ran for director at large, plus the existing members on the ODS Board of Directors have been contacted to inquire if they wished to run in the 2018 election. There are five Director at Large Positions and the five Regional Representative positions up for election this fall. So far there has been no one nominated for the Central, Eastern, and North Regional Representative. Emails - Discussion included the need to have current contact info for the membership.

6.6. Website – There was discussion on getting more chapter involvement for Chapter pages with links to other chapter websites. Discussion included archiving the old blogs and news and not carrying it over to the new site.

6.7. Membership – There was no report as Jo could not make it to the meeting. Mary suggested someone reach out to those past members that have not renewed membership. Karen said that she would reach out to Jo for

members who did not renew in 2018 to see if they thought they renewed, but did not, or to get them to renew in 2019. Karen and Mary will work with Jo on this project.

7. OLD BUSINESS

- 7.1. Strategic Planning – no quorum or reports, tabled until next face to face meeting. This report has been tabled from the Jan28, Apr 2, and Apr 28th meetings.
- 7.2. Revision of Bylaws and Policy Procedure Manual - as emailed to all board members. As there was no quorum no revisions were able to be approved. Approvals were tabled until a future meeting. There was discussion on the documents and multiple corrections were discussed to be proposed at a later time.
- 7.3. ODS BOD reimbursement proposal – Valerie will look for a simple form that will work with Quickbooks easily.
- 7.4. Adult Programs - Bring all proposals to the Fall Meeting, and budgets to the February 2019 meeting. This would encompass all activities for adult members for 2019.
- 7.5. Outreach and Marketing – Karen Mc is going to research posts and create a proposal to promote the new website.

8. New Business

- 8.1. Process for events shows for insurance, reporting, etc.
 - 8.1.1. Insurance – Dolores questioned if the ODS board has read the current insurance policy. She also voiced concerned that there needed to be a procedure in place for a review of the insurance policy so that the board knows exactly what is covered and what is not.
- 8.2. Formation of an Ad Hoc Committee forming guidelines for social media - Mary, Karen Mc and Valerie. Karen suggested anyone who answers a facebook message to please sign their name.

9. For the Good of the Order

- 9.1. Board of Director Code of Conduct – Dolores put forth that with all that has happened in the last year that a simple code of conduct contract be established that all board members must agree and sign. She pointed out that many other organizations have such codes and used the Equestrian Institute's as an example.

10. Meeting adjourned at 3 p.m.

Approved October 22, 2018, Valerie Stallings, Secretary

SHOW COMMITTEE REPORT

Competition Committee report, April 28, 2018\ July 28, 2018

We would like to change the name of the commi_ee from ODS Owned Shows to the ODS Compe__on Commi_ee

We have a proposed descrip_on for this commi_ee to be include in the PPM **working on it**

We would like to discon_nue the color coding for the league and licensed shows, clinics, etc. It is not relevant anymore and most members now days do not know what the color means. This would also need to be changed in the PPM. Plus it junks up the on-line calendar.

We would like to have the control of the ODS website concerning the shows

We would like for the Dressage Sport Horse Breeders shows put in with the ODS Compe__ons Commi_ee group.

Also update the exis_ng ODS guidelines for these shows and the ODS DSHB Awards slick

One less volunteer that is needed

We would like for the ODS show approval fee (currently \$70) and the \$10 office fee for applying for insurance to be designated to the ODS Compe__on Commi_ee for enhancing ODS shows and clinics for the ODS members.

These funds could be used in several different ways to benefit the members of ODS.

The commi_ee would look at different op_ons once these funds are dedicated to the commi_ee, and make a plan on how best to use the funds for the good of the membership

We are currently working on reviewing all of the show forms, rules for league and licensed shows, show approval forms, post show reports and any other that escape me at the moment.

Post Show results , or a link to where they are, to the website show page

We are pu4ng together a ODS Approved Show handbook that will specify what is required to receive ODS show approval and will also include the post show requirements **and requirements for a prize list**

Year end League Show High Point Awards need a chair to keep results?

Year end Licensed Shows horse / rider awards need a chair?

Current league horse/ rider awards are going to Ed Miller but should also come to the compe__on Commi_ee

While we would love to have all of this in place for 2018 , but the truth is these policies will not be able to be infect un_l 2019

GENERAL MEETING, BANQUET BUDGET

AWARD BANQUET BUDGET 2018

	Qty	Each	Total	Projection
<i>Wilsonville Community Center</i>	6.00	40.00	240.00	
Processing Fee	1.00	45.00	45.00	
Building Monitor	6.00	12.00	72.00	
Alcohol Fee	1.00	50.00	50.00	
AV	1.00	50.00	50.00	
				457.00
Cleaning Deposit		250.00		
<i>Linens</i>				
108 x 72 in rectangle	13.00	6.50	84.50	
90 in round -	12.00	6.50	78.00	
Napkins	12.00	0.75	9.00	171.50
<i>Caterer</i>				
Meals	75.00	18.00	1350.00	
Gratuity	1.00	0.18	243.00	
Portable Bar	1.00	250.00	250.00	
Delivery Fee	1.00	25.00	25.00	
Bartender	3.00	50.00	150.00	2018.00
<i>Decorations</i>				
balloons	12	1.00	12.00	
Fluff for center pieces	12	1.00	12.00	
Other decorations	1		76.00	
Thank you gifts			100.00	200.00
Awards			400.00	400.00
<i>Copies, etc</i>				
Workmates 541-673-5506	60	0.40	24.00	24.00
TOTAL PROJECTION				3270.50
COST PER PERSON	75			43.61
Dinners with Symposium	40	20.00		800.00
Dinners only	30	25.00		750.00
Purchase a table of 8	16	22.50	180.00/table	360.00
Auction 7 seats with Lisa	3	?		
Total from ticket sales				1910.00
Profit / Loss				1360.50
Silent Auction Proceeds				2500.00

BALANCE**1139.50****SYMPOSIUM BUDGET****2018 ODS Symposium Budget****Expenses:**

revised

Clinician Fee \$2500-8 rides	2500.00		2500.00
Air	400.00	(split with workshop)	0.00
Facility	300.00		300.00
Food-clinician, committee	100.00		175.00
<i>Includes banquet, 3 meals Sunday, and Monday breakfast for Clinician, committee Sunday lunch</i>			
Insurance	0.00	pd by workshop	60.00
Porta Potties	0.00	pd by workshop	60.00
Lodging 2 nights	300.00		150.00
Water/coffee/snacks (?, lunch)	200.00		200.00
Office fees/Supplies (name tag, flyers)	200.00		80.00
Transportation to airport			50.00

Total Expenses: 4000.00**3575.00**

Number of Auditors:	50	60.00	3000.00
Number of Riders:	8	250.00	2000.00
			<u>5000.00</u>
Income :			5000.00

Auditing prices as follows:

With Awards banquet:	80.00
In advance no banquet	75.00
At the door	80.00

Auditing prices as follows:

Symposium and Awards banquet:	80
Symposium only, in advance	75
Symposium only, at the door, as room allows	80

SPECIAL AWARD COMMITTEE

Award Committee Report

Special Awards

The deadlines for the ODS Special Awards is fast approaching. There has been a committee report made in *FLYING CHANGES* with the other committees and there will be an additional posting in the magazine in the August issue. Email blasts have also been sent out to the general membership. Weekly postings on facebook spotlight one of the awards each week, hopefully bringing attention to the awards without over promoting them so that members ignore it. This has generated at least one nomination so far – for Support Person Extraordinaire. Emails have also been sent out to each of the chapter presidents, as listed on the ODS website, requesting nominations from each chapter.

This year a budget was sent to the finance committee for approval. The past year's cost for the awards was approximately \$686.00; this year I have submitted three options all of which are significantly less expensive. Samples will be at the July 28, BOD meeting your viewing pleasure.

Valerie Stallings

Special Awards Chair. **AWARD 8X10**

Lighted

COMPARISON, 2018

Veneer	Acrylic		Acrylic	
NEWSLETTER OF THE YEAR	\$ 25.00	\$ 40.00	\$ 30.00	
IN HONOR OF GOOD SPORTSMANSHIP	\$ 25.00	\$ 40.00	\$ 30.00	
SUPPORT PERSON EXTRODINAIRE	\$ 25.00	\$ 40.00	\$ 30.00	
DUNLAP SPECIAL RECOGNITION	\$ 25.00	\$ 40.00	\$ 30.00	
VOLUNTEER OF THE YEAR	\$ 25.00	\$ 40.00	\$ 30.00	
INSTRUCTOR OF THE YEAR	\$ 25.00	\$ 40.00	\$ 30.00	
NATE ASBY AWARD	\$ 25.00	\$ 40.00	\$ 30.00	
HORSE AMBASSADOR	\$ 65.00	\$ 65.00	\$ 65.00	Walnut Oregon shape only.
Certificates x 2	\$ 5.00	\$ 5.00	\$ 5.00	
TOTAL	\$ 240.00	\$ 350.00	\$ 280.00	
Cost from 2017		\$ 686.50		

LEAGUE MEDAL PROGRAM

ODS LEAGUE RIDER PERFORMANCE PROGRAM

ELIGIBILITY:

- ❖ Rider must be an ODS primary, patron, or business member in good standing when scores are earned. ODS will not accept any scores earned with back dated membership, or membership lapse.
- ❖ Scores do not have to be earned on the same horse
- ❖ Scores do not have to be earned in the same year

LEAGUE RIDER PERFORMANCE AWARD

- Must have six scores of 65% or higher
- ✓ Two at Introductory Level A from two different judges and two different rides
- ✓ Two at Introductory Level B from two different judges and two different rides
- ✓ Two at Introductory Level C from two different judges and two different rides
- Certificates will be awarded at the Annual ODS Award Celebration after applications are received and verified by the ODS Awards Committee

LEAGUE BRONZE MEDAL RIDER

- Must have six scores of 62% or higher
- ✓ Two at Training Level 1 from two different judges and two different rides
- ✓ Two at Training Level 2 from two different judges and two different rides
- ✓ Two at Training Level 3 from two different judges and two different rides
- Certificates are issued as applications are received and verified by the ODS Awards Committee
- Medals will be awarded at the Annual ODS Award Celebration

LEAGUE SILVER MEDAL RIDER

- Must have six scores of 62% or higher
- ✓ Two at First Level 1 from two different judges and two different rides
- ✓ Two at First Level 2 from two different judges and two different rides
- ✓ Two at First Level 3 from two different judges and two different rides
- Certificates are issued as applications are received and verified by the ODS Awards Committee
- Medals will be awarded at the Annual ODS Award Celebration

LEAGUE GOLD MEDAL RIDER

- Must have six scores of 60% or higher
- ✓ Two at Second Level 1, or above, from two different judges and two different rides
- ✓ Two at Second Level 2, or above, from two different judges and two different rides
- ✓ Two at Second Level 3, or above, from two different judges and two different rides
- Certificates are issued as applications are received and verified by the ODS Awards Committee
- Medals will be awarded at the Annual ODS Award Celebration

LEAGUE MASTER RIDER

- Award can be achieved at each level Intro through Second.
- Competitor must
- ✓ Submit birth date before September 30 of the award year
- ✓ Earn scores after January 1, 2019
- ✓ Be 60 years old or older at the time the scores are earned

- Must have four scores of 62% or higher
- ✓ Four different rides
- ✓ Two different judges
- Certificates are issued as applications are received and verified by the ODS Awards Committee
- Award will be awarded at the Annual ODS Award Celebration

RECORDED SCORE AND APPLICATION:

❖ Rider must submit an application and fee to ODS, using the official ODS LEAGUE RIDER PERFORMANCE AWARD application, after all of the required scores are earned.

❖ To be awarded to an ODS LEAGUE RIDER PERFORMANCE AWARD in the current calendar year, applications are due by September 30 with a \$20.00 processing fee. Members who submit an application, from October 1 through October 15, will have the option to be awarded their ODS LEAGUE RIDER PERFORMANCE AWARD in the current calendar year with a payment of a \$55.00 late fee (this is in addition to the \$20.00 processing fee).

❖ A copy of the member's ODS Membership Card must accompany the application

❖ Copy of front of tests, with judge's signature must accompany applications.

❖ Scores must be earned at an ODS League competition.

❖ Any score earned at an ODS League completion, from a regular USDF or USEF test may be used. USDF, USEF Rider Test scores do not count for awards. Freestyle scores and Western Dressage scores only count for Freestyle and Western Dressage awards.

❖ If two or more judges score one ride, the average of their scores counts as one score. A judge panel will be considered different if at least one member of the panel is changed.

❖ Riders may earn an award only once at each level.

❖ Awards may be earned in any order.

❖ Scores must be from score sheets that are current at the time of the competition.