



*Established in 1971, The **Oregon Dressage Society**, an affiliate of the United States Dressage Federation, exists 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.*

ODS Annual General Meeting Minutes

Saturday, Nov 12, 2016
Bella Via, Sherwood, Oregon

1. Board members in attendance:

| | |
|-----------------|-------------------|
| Gaye McCabe | Lisa Koch |
| Dolores Morgan | Valerie Stallings |
| Emily Kenyon | Kathy Casey |
| Jessica Rattner | Karen Cheeke |

2. Board members absent:

| | | |
|------------|---------------|--------------|
| Ed Miller | Anna Bigwood | |
| Tom Murray | Sharm Daggett | Cassie Soule |

3. Members in Attendance:

| | | | | |
|-----------------|-----------------|------------------|------------------|----------------|
| Patty Armstrong | Sarah Asby | Jane Baer | Jackie Brunker | Kathleen Casey |
| Sarah Diebert | Helen Ferguson | Deann Fettig | Olivia Gober | Haley Guettler |
| Francy Haupt | Lynore Hay | Mickie Hoff | Sharon Knowlton | Lisa Koch |
| Beth Kopf | Jaimie Lewellyn | Alanna McPartlin | Karina Molatore | Kaye Phaneuf |
| Jo Renn | Suzi Ronning | Betsy Schoettlin | April Simons | Joyce Stride |
| Jessica Strom | Debbie Thrall | Randy Zasloff | Lorraine Nettles | Cindy Bergit |
| Andrea Quale | Lillian Logan | Marci Sanders | Chris Feves | Mike Feves |
| Deborah Ringold | Ana Bowman | Suzanne Davis | Jill Heavy | Torry Kelly |

4. Meeting Minutes:

The meeting was presided over by Gaye McCabe, president, minutes recorded by Valerie Stallings.

- 1. Call to Order** at 6:41 p.m. by Gaye McCabe, President with and introductions of the present ODS board members, then a welcome to the new incoming regional representatives: N. region, Kathy Casey, Tom Murray (not present); S region, Cassie Soule (not present); Central region, Karen Cheeke (not present).

2. **Approval of November 2015 IGeneral Meeting Minutes** – note: prior to meeting the 2015 general meeting minutes were made available online at the ODS website. Members were requested to review them prior to the meeting
[Motion to approve; minutes were approved.](#)
3. **Election of 2016-2017 Officers** - Dolores Morgan formed the nominating committee for ODS officers. Executive Officers are elected from the Directors at Large. If no director agrees to be nominated, or feels qualified to be either treasurer or secretary these positions can be appointed by the executive board. No director at large accepted a nomination for either treasurer or secretary. Current treasurer, Dolores Morgan, and current secretary, Valerie Stallings, both agreed to continue in their respective offices. In regards to the offices of President and President-Elec, no board member accepted a nomination. Gaye McCabe, current president, and Ed Miller, current president-elec, agreed to hold the office for an additional year, however Gaye stated that this was her third term and ODS needed to have a new president in 2018. [Dolores Morgan moved that the secretary cast a unanimous ballot for Gaye McCabe as president and Ed Miller as president- elec, seconded by Lisa Koch. The motion passed with no dissents, no abstains.](#)
4. **Treasurer's Report** – Dolores Morgan reviewed financial reports through October 31, 2016 (See pgs 4-7 attached). Currently General Fund is 14 thousand dollars below actual income for this year. Transfers from Committees have not been made nor has a request has been made to Chapters for money. The portion of membership fees that are due USDF as of this date are not recorded. No monies were "left over" from 2015.
5. **Old Business**
 - a. **ODS Education Fund/TDF status report** - Dolores reported that ODS is sending \$52,600.00 to The Dressage Foundation (TDF) for the education fund this week. Grants for ODS members should be available by 2018. There will be some initial start up costs with TDF to set the fund up but it is speculated to earn 9.6% this year. It was enquired whether the fund would be insured against loss, or have a guaranteed growth. Corinne answered by reporting that the fund was not FDIC insured and it was an investiture so all funds were at risk; however, ODS has been working on the fund with TDF for two years now and she and the board feel this is the best way to secure the fund. Linda Acheson's widower has also endorsed the move of the education fund to TDF. The memo of understanding for the fund to be attached to the minutes.
 - b. **Adult Camp** - Francy Haupt moved to approve the remaining balance of the Connie J. Keith fund, approximately \$2000.00, be split between the two chapters requesting funds for their 2016 adult camps, Central Oregon and Twin Rivers. The Central Oregon Chapter has completed all the paper work for their 2016 adult camp, however, Twin Rivers Chapter has not. Francy moved that the Central Oregon receive half of the remaining fund and once the paperwork is submitted an additional grant can be paid Twin Rivers for their 2016 adult camp as well.

These two amounts will bring the balance of the fund to zero and the account will be closed. Barb Funk is the administrator of the account in behalf of the estate of Connie J. Keith. *The motion passed unanimously.*

6. New Business

- a. 2016 League Finals** - Gaye reported that she only received 28 entries over the two day show. Since it was not financially feasible to hold the show with so few entries, the show was canceled.
 - b. Member Survey** - Corinne thanked everyone who participated in the survey. Over 300 ODS members completed the survey and 200 included their email for future contact as needed by
- 7. Adjourn** – *Meeting adjourned 7:09 p.m.*

Oregon Dressage Society
 Profit & Loss Budget vs. Actual

January through October 2016

Cash
 Basis

| | Jan - Oct 16 | Budget | \$ Over Budget | % of Budget |
|-------------------------------------------|-----------------|-----------|-------------------|-------------|
| Ordinary Income/Expense | | | | |
| Income | | | | |
| 4000 · Membership Income | | | | |
| 4010 · Membership Dues | 46,268.97 | 52,500.00 | -6,231.03 | 88.13% |
| Total 4000 · Membership Income | 46,268.97 | 52,500.00 | -6,231.03 | 88.13% |
| 4050 · Contribution Income | | | | |
| 4055 · Contribution Income Unrestricte | 955.26 | 2,708.00 | -1,752.74 | 35.28% |
| 4060 · Education Fund Contribution | 519.00 | | | |
| 4065 · WHD Fund Scholarship Contributi | 510.00 | | | |
| 4050 · Contribution Income - Other | 3,605.00 | | | |
| Total 4050 · Contribution Income | 5,589.26 | 2,708.00 | 2,881.26 | 206.4% |
| 4100 · Advertising Income | | | | |
| 4110 · Advertising - Omnibus | 380.00 | 1,200.00 | -820.00 | 31.67% |
| 4115 · Advertising - Roster | 35.00 | 500.00 | -465.00 | 7.0% |
| 4120 · Omnibus Show Listings | 800.00 | 2,400.00 | -1,600.00 | 33.33% |
| Total 4100 · Advertising Income | 1,215.00 | 4,100.00 | -2,885.00 | 29.63% |
| 4200 · Approval & Processing Income | | | | |
| 4210 · Show Approvals | 3,060.00 | 3,200.00 | -140.00 | 95.63% |
| 4215 · Futurity Nomination & Purse | 0.00 | 200.00 | -200.00 | 0.0% |
| 4225 · Office processing fees | 1,058.84 | 1,250.00 | -191.16 | 84.71% |
| 4227 · Rush Fee | 220.00 | | | |
| 4230 · Award Program Fees | 574.00 | | | |
| 4231 · Horse/Rider Awards Plates | 0.00 | 2,390.00 | -2,390.00 | 0.0% |
| 4235 · Special Awards Sponsorships | 291.00 | 350.00 | -59.00 | 83.14% |
| Total 4200 · Approval & Processing Income | 5,203.84 | 7,390.00 | -2,186.16 | 70.42% |
| 4500 · Event Income | | | | |
| 4520 · Championship Show/Futurity, net | 8,565.21 | 10,000.00 | -1,434.79 | 85.65% |
| 4540 · Silent Auction Income | 0.00 | 0.00 | 0.00 | 0.0% |
| 4560 · Special Event Income | 0.00 | 0.00 | 0.00 | 0.0% |
| 4570 · Fall Festival Income | 0.00 | 0.00 | 0.00 | 0.0% |
| Total 4500 · Event Income | 8,565.21 | 10,000.00 | -1,434.79 | 85.65% |
| 4600 · Miscellaneous Income | | | | |
| 4610 · Board Meeting Related Income | 0.00 | 3,000.00 | -3,000.00 | 0.0% |
| 4620 · Publications Sales | 1,860.00 | 1,250.00 | 610.00 | 148.8% |
| 4630 · Merchandise Sales | 0.00 | 5,000.00 | -5,000.00 | 0.0% |
| 4635 · Adult Programs Income | 0.00 | | | |

| | | | | |
|----------------------------------------|-----------|-----------|------------|-----------|
| 4636 · Judge Program Income | 619.25 | | | |
| 4640 · ParaEquestrian Committee Income | -97.50 | | | |
| 4650 · Youth Programs Income | -248.00 | | | |
| Total 4600 · Miscellaneous Income | 2,133.75 | 9,250.00 | -7,116.25 | 23.07% |
| Total Income | 68,976.03 | 85,948.00 | -16,971.97 | 80.25% |
| Gross Profit | 68,976.03 | 85,948.00 | -16,971.97 | 80.25% |
| Expense | | | | |
| 5000 · Membership Expenses | | | | |
| 5010 · Affiliate Dues | 6,130.00 | 12,000.00 | -5,870.00 | 51.08% |
| 5020 · Flying Changes Subscriptions | 7,253.70 | 5,000.00 | 2,253.70 | 145.07% |
| 5000 · Membership Expenses - Other | 64.48 | | | |
| Total 5000 · Membership Expenses | 13,448.18 | 17,000.00 | -3,551.82 | 79.11% |
| 5100 · Advertising Expense | | | | |
| 5110 · Omnibus Production | | | | |
| 5115 · Printing & Binding | 2,168.83 | | | |
| 5110 · Omnibus Production - Other | 0.00 | 2,500.00 | -2,500.00 | 0.0% |
| Total 5110 · Omnibus Production | 2,168.83 | 2,500.00 | -331.17 | 86.75% |
| 5120 · Roster Production | 0.00 | 2,000.00 | -2,000.00 | 0.0% |
| 5130 · Test Booklet Production | 1,719.68 | 4,000.00 | -2,280.32 | 42.99% |
| Total 5100 · Advertising Expense | 3,888.51 | 8,500.00 | -4,611.49 | 45.75% |
| 5200 · Award Expenses | | | | |
| 5230 · Awards Program | 474.00 | 1,666.66 | -1,192.66 | 28.44% |
| 5240 · Awards Program - DSHB Plates | 0.00 | 50.00 | -50.00 | 0.0% |
| 5250 · Special Awards | 0.00 | 250.00 | -250.00 | 0.0% |
| 5200 · Award Expenses - Other | 523.49 | 50.00 | 473.49 | 1,046.98% |
| Total 5200 · Award Expenses | 997.49 | 2,016.66 | -1,019.17 | 49.46% |
| 5500 · Event Expenses | | | | |
| 5520 · Show & Event Insurance | -1,127.51 | 900.00 | -2,027.51 | -125.28% |
| 5540 · Silent Auction Expense | 0.00 | 0.00 | 0.00 | 0.0% |
| 5570 · Fall Festival Expense | 1,350.00 | 0.00 | 1,350.00 | 100.0% |
| Total 5500 · Event Expenses | 222.49 | 900.00 | -677.51 | 24.72% |
| 5600 · Miscellaneous Expenses | | | | |
| 5610 · Merchandise purchsd for resale | 2,635.43 | 4,166.66 | -1,531.23 | 63.25% |
| 5620 · ODS Library Expenses | 87.42 | 125.00 | -37.58 | 69.94% |
| 5630 · Adult Programs Committee Expens | 290.37 | | | |
| 5640 · Instructors programs, services | -1,123.92 | 625.00 | -1,748.92 | -179.83% |
| 5650 · Connie Keith Adult Camps | 0.00 | | | |
| 5670 · Futurity Pay-Outs | 0.00 | 200.00 | -200.00 | 0.0% |
| Total 5600 · Miscellaneous Expenses | 1,889.30 | 5,116.66 | -3,227.36 | 36.92% |
| 6000 · General & Administrative Exp | | | | |
| 6010 · Salaries & Wages | 29,452.50 | 28,875.00 | 577.50 | 102.0% |
| 6012 · Omnibus labor | 0.00 | | | |

| | | | | |
|-------------------------------------------|------------|-----------|------------|---------|
| 6013 · Other bonus | 2,500.00 | | | |
| 6015 · Commissions | 2,640.00 | 6,666.66 | -4,026.66 | 39.6% |
| 6110 · Payroll taxes | 3,315.24 | 3,333.34 | -18.10 | 99.46% |
| 6111 · Payroll Expenses - ORWBF | 19.80 | 83.34 | -63.54 | 23.76% |
| 6112 · Workers Comp Insurance | 0.00 | 116.66 | -116.66 | 0.0% |
| 6115 · Payroll fees | 801.00 | 833.34 | -32.34 | 96.12% |
| 6300 · USDF Convention & Meetings Fees | 0.00 | 0.00 | 0.00 | 0.0% |
| 6510 · Airfare & Other Travel | 21.64 | 0.00 | 21.64 | 100.0% |
| 6515 · Lodging | 239.80 | 0.00 | 239.80 | 100.0% |
| 6520 · Meals & Entertainment | 183.53 | 0.00 | 183.53 | 100.0% |
| 6525 · Mileage Reimbursement | 849.15 | 1,666.66 | -817.51 | 50.95% |
| 6600 · Office Rent | 1,500.00 | 1,500.00 | 0.00 | 100.0% |
| 6605 · Mailbox Rent | 298.00 | 250.00 | 48.00 | 119.2% |
| 6610 · Storage Unit Rent | 0.00 | 1,100.00 | -1,100.00 | 0.0% |
| 6620 · Facility Maintenance & Repair | 69.57 | 416.66 | -347.09 | 16.7% |
| 6630 · Telephone, Voice Mail, Internet | 3,871.73 | 2,333.34 | 1,538.39 | 165.93% |
| 6635 · Postage, Fedex, UPS | 1,029.50 | 833.34 | 196.16 | 123.54% |
| 6640 · Other Printing | 1,467.46 | 1,041.66 | 425.80 | 140.88% |
| 6660 · Public Relations - all | 3,557.58 | 2,500.00 | 1,057.58 | 142.3% |
| 6680 · Software/Small Equip purchased | 1,885.60 | 833.34 | 1,052.26 | 226.27% |
| 6695 · Equipment Maintenance & Repairs | 469.97 | 625.00 | -155.03 | 75.2% |
| 6700 · Dues, Books, Subscriptions | 345.00 | 833.34 | -488.34 | 41.4% |
| 6710 · General Office Supplies | 583.25 | 1,000.00 | -416.75 | 58.33% |
| 6720 · Insurance - D&O | 2,227.75 | 1,250.00 | 977.75 | 178.22% |
| 6730 · General Insurance | 259.35 | | | |
| 6740 · Bank Charges | 4.30 | | | |
| 6750 · Merchant Banking Fees | 1,918.45 | 3,333.34 | -1,414.89 | 57.55% |
| 6770 · Local Licenses & Taxes | 214.00 | 400.00 | -186.00 | 53.5% |
| 6790 · Legal & Accounting | 726.00 | | | |
| 6795 · Accounting Fees | 0.00 | 666.66 | -666.66 | 0.0% |
| 6796 · Other Professional Services | 0.00 | 208.34 | -208.34 | 0.0% |
| 6800 · Board Meetings | | | | |
| 6810 · Retreat Expenses | 1,580.30 | | | |
| 6800 · Board Meetings - Other | 125.79 | 2,500.00 | -2,374.21 | 5.03% |
| Total 6800 · Board Meetings | 1,706.09 | 2,500.00 | -793.91 | 68.24% |
| 6890 · Miscellaneous | 0.00 | | | |
| 6999 · Uncategorized Expenses | 0.00 | 366.66 | -366.66 | 0.0% |
| Total 6000 · General & Administrative Exp | 62,156.26 | 63,566.68 | -1,410.42 | 97.78% |
| 6030 · Employee Benefits | 146.67 | | | |
| Total Expense | 82,748.90 | 97,100.00 | -14,351.10 | 85.22% |
| Net Ordinary Income | -13,772.87 | 11,152.00 | -2,620.87 | 123.5% |
| Other Income/Expense | | | | |

| | | | | |
|-------------------------|--|--|-------------------|------------------|
| Other Income | | | | |
| 8010 · Interest Income | | | <u>22.58</u> | |
| Total Other Income | | | 22.58 | |
| Other Expense | | | | |
| 8120 · Interest Expense | | | <u>169.26</u> | |
| Total Other Expense | | | <u>169.26</u> | |
| Net Other Income | | | <u>-146.68</u> | |
| Net Income | | | <u>-13,919.55</u> | <u>11,152.00</u> |
| | | | | <u>-2,767.55</u> |
| | | | | <u>124.82%</u> |