

Oregon Dressage Society  
Sunday, January 13, 2008  
Silver Falls Conference Center

BOARD MEETING

Present

Siobhan Barker  
Kim Barker  
Noel Brown  
John Craven  
Katharine Darneille  
Sarah Diebert  
Franci Haupt  
Jackie Hopper  
William Konantz  
Ed Miller  
Rose Newman  
Marla Santino  
Carol Stevens  
Corinne Stonier  
Carol Taylor  
Sally Temple  
Marsha Williams

Call to order:

Marsha Williams called the meeting to order at 11:00.

Minutes:

Minutes of the November 3<sup>rd</sup> meeting were approved and seconded.

Agenda:

Agenda was approved with the addition of Show Biz information.

Correspondence:

Marsha shared Jennifer Schrader's e-mail. Jennifer will be training on Westar in California in preparation for the Olympic trials. Marsha will forward the e-mail to board members.

Marsha shared information about the passing of Wendy Meyer's husband and will send a bereavement card from the board.

Office Manager's Report

Corinne shared information about the Albany Expo March 28, 29, 30. ODS will have a 10 x 10 booth and there may a need to transport booth materials if Corinne goes on vacation then. Some of the books and DVD's come from Half Halt Press.

Corinne will talk to Jeremy Steinberg to find out what he needs from ODS to be successful in the Expo; demo riders, booth support, etc.

Membership includes 902 members at this time. Thank you to Carol Stevens and Siobhan Barker for helping to mail membership welcome letters and cards.

#### Publications:

ODS Omnibus is at the printers and all shows are posted online.

ODS Test Booklet is in the process of working on font size. Coefficients need to still be included on the tests.

ODS Roster is scheduled to be printed the second week of April.

ODS Handbook needs to be updated, hopefully by the April Board Meeting. Donna Thayer, Marsha Williams, and Ed Miller will assist with this.

Corinne want the deadline for the Omnibus changed back to August 1. Some discussion followed about changing dates so that the Omnibus could be published earlier.

Franci moved to make the Omnibus closing date July 1. Seconded and passed.

The intent would be to mail the Omnibus in November.

#### Financial Report

John Craven shared the following:

\$29,180.14	General Checking
14,796.43	Investments/Emergency Savings
35,679.33	Education Fund

John shared 2 issues with the board.

1. Chapters are often late with their financial reports.
2. ODS is continually filing for extensions.

John also shared the need to begin a search for an assistant treasurer as well as a treasurer.

Marsha will contact Nancy Buffington-Kelm in regards to her continued service for ODS and will mention that the office would like to include any of her deadlines on the ODS website calendar.

A concern about inactive chapters was discussed. ODS needs a procedure to address the inactive chapter issue.

Needs to be communication to chapter presidents about responsibilities, deadlines, etc.

#### Committee Reports

##### ShowBiz 2008

Rose shared a concern about the possibility of a loss of revenue for Show Biz this year.

The board discussed this and is willing to cover any loss. Franci suggested notifying high school groups about attending.

### Old Business/New Business:

#### 1. Dressage Camp Discussion.

Connie J. Keith trust camp grants.

John is planning to write up a proposal with guidelines for the trust.

2. Franci discussed purchasing 12 books for the L program judges. After discussion, approval was granted to purchase 24 books.

3. Marsha shared 50% off train coupons to Klamath Falls for the next board meeting.

4. Marsha shared that Gaye McCabe would like the board to donate the Omnibus pages for both Dressage for the Ages and the League Championship Show.

Discussion followed. Some reservations were expressed by board members who felt that everyone should pay for their own show pages. The Linda Acheson show will also pay for their show page.

John Craven made a motion: "I move that we do not fund the Omnibus pages for Dressage for the Ages and the League Championship Show."

The motion was seconded and passed.

5. Franci presented a proposal in order to fulfill the education goal of ODS, we would like to promote marketing activities (flyers, postcards, ad in Flying Changes, e-mail, etc.) to members to attend: Expo, Jane Savoie USDF Adult Clinic, Mini-Convention in Portland. Discussion followed.

Kim Barker made a motion for ODS to assist with marketing up to \$500.00 for the Jane Savoie USDF Adult Clinic in August. Vote 5 for, 4 against, 2 abstentions.

Motion passed.

### Adjourn:

Meeting was adjourned by Marsha Williams at 12:10.

## **Who said its**

January 12, 2008 ODS Board Meeting

*in no particular order ...*

### Francy

- Will contact Bobby Keville in California for information about their Adult Amateur Clinic program and she will report back at the next board meeting.
- Will order 24 FEI books; contact ODS Office for reimbursement / help in selling any leftover books.

### Corinne

- Will get Sally Temple the past 5 years of minutes.

- Will talk to Nikki White in regards to brainstorming at retreat / ODS Championship Show sponsorship drive and involving chapters in getting sponsorships.
- Will get the ODS Exec. Board a wish-list including computer software and hardware.
- Will try to talk to USEF in regards to getting a blanket copyright agreement readily accessible on their website for show secretaries doing photocopying at Kinkos, etc.
- Will update the ODS Omnibus deadline to 7/1 and will inform show managers ASAP.
- Will send John a copy of the D&O Policy invoice.
- Will send deadline and/or important dates to Flying Changes for inclusion in their calendar / the ODS Column.
- Will e-mail John the pages from the ODS Handbook that pertain to the Connie J Keith Grant.
- Will e-mail Ed the pages from the ODS Handbook that pertain to ODS Chapters.
- Will make sure to journal entry Omnibus/Approval/Insurance fees associated with all shows (ex. the Linda Acheson Education Fund show) in Quickbooks.
- Will have an Expo marketing brainstorm with Marsha.
- Will talk to Jeremy Steinberg to find out what he needs from ODS to be successful in the Expo; demo riders, booth support, etc. Will report to Marsha/John.
- Will contact Linda Schultz (USDF Director of Marketing) in regards to partnership / postcard artwork / USDF Adult Clinic with Jane Savoie. Will report results to Franci and Marsha.

#### John

- Will talk to Jennifer Milburn in regards to financial forecast for the ODS Championship Show and it remaining a major fundraiser for ODS.
- After receiving the D&O Policy invoice from the office will invoice individual chapters their portion.
- Will send the office Financial Statements for inclusion in the ODS Roster.
- Create draft proposal in time for the next board meeting that would streamline Connie J Keith Guidelines – will pass it by Marsha and Barb Funk before bringing the proposal to the next board meeting.

#### John/Kim

- Will approach MVC for a sponsorship for the ODS Show Biz (to offset room rental fees).

#### Bill

- Will arrange SJD to send a sponsorship check to the ODS Office for the ODS Show Biz Seminar (to offset room rental fees).

#### Marsha

- Will get the freelance writer from USDF Connections a copy of the 2 ODS Videos (30<sup>th</sup> Anniversary and Adult Amateur) from the ODS Library.
- Will forward the Jennifer Schrader-Williams e-mail to the entire board.
- Will send a bereavement card to Wendy Meyer (past president EI) addressing the passing of her husband.
- Will contact Nancy Buffington-Kelm in regards to her continued service for ODS and will mention that the office would like to include any of her deadlines on the ODS website calendar.

#### Ed

- Will write a draft of a proposed procedure that would allow the ODS Board to dissolve inactive chapters.
- Will create a draft of the “Chapter Annual Report”.
- Will create a new president’s checklist that would be mailed to all Chapter Presidents on the front of their ODS Handbook on an annual basis.

#### Rose

- Will send e-mail to high school group marketing show biz.
- Will ask Championship Show committee for sponsorship for show biz room rental fees.
- Will look into contacting other outside equestrian organizations to publicize show biz (like the Friesian Group, other Breeds, 4-H, etc) and ask them to add link / date to their websites.

#### Exec. Board

- Will conference to help establish “what”\* the education fund is for and how it will be disbursed (\* i.e. scholarships, funding for major activities, grants, etc.)
- Will develop long term budget with consideration for cost increase (forecasting)
- Will engage Helen Ferguson for a financial forecast in regards to the ODS Championship Show (need to raise fees?)