



# Oregon Dressage Society

## 2018 Board Meeting

Monday, April 2, 2018 at 530 pm ♦ 877-746-4263

Code: 0237329

## ATTENDANCE LIST

	POSITION	BOARD MEMBER	RSVP	ROLL
1	President / C Reg. Rep	Karen Cheeke	Y	Y
2	President-Elec	Emily Kenyon	Y	Y
3	Treasurer	Gaye McCabe		Y
4	Secretary	Valerie Stallings	Y	Y
5	Dir at Lg	Anna Bigwood	Y	Y
6	Dir at Lg	Jessica Rattner	Y	Y
7	Dir at Lg			
8	Dir at Lg	Lisa Koch	Y	Y

	POSITION	BOARD MEMBER	RSVP	ROLL
9	N Region Rep	Jo Renn	Y	Y
10	N Region Rep	Sam Clement	Y	Y
11	S Region Rep	Brett Stallings	N	N
12	E Region Rep	Sharm Daggert		N

## Minutes

1. **Call To Order** - at 5:39
2. **Agenda Approval** - emailed to BOD on 4.2.18, Jessica preferred making her reports at the face to face meeting. Emily motioned to approve the agenda, Jessica 2nd, agenda approved.
3. **Approval of last meetings' minutes** - January 28 BOD posted on ODS Website and emailed to each BOD member, 4.2.18. Gaye moved to approve the minutes, Jessica 2nd, all approved.

### 4. **President's report**

March 19 Executive Committee Phone Meeting minutes – emailed to BOD 4.2.18. Jo questioned the point of Andrea. John Howell has found a waiver. Emily explained that Andrea's concern was more of a professional concern regarding her standing as a CPA as opposed to one from ODS since the governing board of accountants does not care who has filed a complaint only that one has been filed. Lisa expressed concern that the accounts needed to be handled and brought under control. Karen continued that she felt good about the way folks have stepped up into volunteer positions after Corinne's departure. She felt information about how things were being handled by the board was imparted via "Flying Changes" and that ODS was on a positive move.

### 5. **Treasurer's financial report** – Account balances are as follows:

Adult Team Championship Show - \$24125.78

This is largely due to income from the "L" program deposited to this account. When questioned why these funds were deposited to the ATC Gaye replied that it has been this way for some time as Francy Haupt is a signer on this account and it was easier than using the activity account. Lisa stated that this is one of the things she feels is confusing about keeping the accounts separate. Valerie agreed and stated that if the ATC account is for this show why are other events going through it. Gaye explained that the general account is kept for office expenses and not for events or activities. That the BOD felt years ago that the ATC account would be the best account to funnel the adult activities through and perhaps the account title should be changed to the Adult Program account. Jessica suggested that to tidy things up that the account titles be changed so that ODS has an Adult Program account and a Youth Program Account and perhaps subaccounts under each title. Gaye stated that ideally all programs such as the "L" program should be run through the "Activities" account. Lisa re-expressed concern over the co-mingling of monies and accounts with no clarity of where the money trail. This is especially true when money is held over from year to year. Karen injected that this is something that we need to work on moving forward. She reminded the BOD still has not approved the 2018 budget. Discussion went off topic to whether the new budget included Corinne's salary or not. Gaye stated that she left it in anticipating hiring a new employee. Valerie pointed out that it was

made very clear that ODS was not going to automatically hire a new office person. Karen reiterated that point adding that ODS certainly did not have to hold aside the cost of having a salaried person for March through May. That perhaps ODS could simply hold aside part of the funds for an office person in case it was decided later on in the year that the organization did want to hire assistance in some capacity. Lisa asked about other expenses such as Corinne's cell phone. Karen said she currently had the office cell phone and was answering it for ODS.

Activity Account -- \$54,923.65

ODS Licensed Championship Show -- \$16,883.28

Savings Account -- \$3,006.88

Education Fund -- \$31.43

Youth Account -- \$10,155.30

Youth Savings -- \$4,036.73

General (Admin) Account -- no balance given

Karen asked that Gaye review the proposed budget and re-present it to the BOD on April 28.

6. **Old Business** –

6.1. Voting for Director at Large- Emily reported that when she set up the Survey Monkey election ballot the site informed her that one of the BOD members had blocked Survey Monkey. She was unsure how to proceed with this issue. It was decided that Emily should proceed with Survey Monkey and then contact whoever does not respond to the ballot to get their vote.

6.2. Strategic Planning – Jessica has been working with Monica and Karen about various web proposals. She contacted a friend, Merideth, who has made a great proposal for revamping the website and instituting a marketing plan for ODS. She will be presenting at the 4-28 meeting. Karen injected that Mid Valley was concerned that there was only one proposal and no other choice. Jessica was comfortable with anyone dissecting the proposal and felt that Merideth has put together an amazing package. Jessica felt that if anyone else would like to put together an alternative proposal that they were welcome to do so.

6.3. Financial Structure Proposal -- moved to 4-28-18

7. **New Business** –

7.1 **Meet and Greet and Budget** - emailed to BOD on 4.2.18, [MEET & GREET BUDGET](#)

## BOD MEMBER REIMBURSEMENT

<b>Executive</b>	<b>Wilsonville</b>	<b>.20 per mile</b>	<b>.10 per mile</b>
Karen	126X.20=25.20 322 X .20 =	25	12
Val	64.40	64	32
Emily	190X.20=38.00	38	19
Gaye	70X.2=14.00	14	7
<b>Directors</b>			
Lisa	312X.20=62.4	62	31
Jessica	30X.20=6.00	6	3
Emily			
Anna	30X.20=6.00	6	3
Vacant		0	
Gaye			
<b>Regional Reps</b>			
Jo	262X.2=52.4	52	26
Sam	384X.2=76.8	77	39
Karen			
	322 X .20 =		
Brett	64.40	0	
Sharm	681X.2=136.20	136	73
		<b>480</b>	<b>245</b>
4 trips Mileage	416X4=1664		1664
awards dinner	16 X 20=320		320
Retreat	16 X 120=1920		1920
			<b>3904</b>

Average of 165.00 per person for attendance of 30 hours, plus 10 hours phone meetings, plus all other board work done outside meetings unpaid

, Emily moved to approve, Gaye 2nd. Shows in which to have "Meet & Greets" were discussed. Budget was approved.

**7.2 Discuss possible guidelines for show pricing** – Karen encountered a board member as well as a member voiced concern about the fees on shows. She cited an example of a show where the venue charged 60.00 per stall for the weekend yet the chapter was charging competitors 180.00 for the weekend, triple the cost of the stall. Some members are feeling that groups are taking advantage of those that want to show their horses and are price gouging. Someone brought up that some shows are using stall rental to make up the loss in revenue in low entries, sponsorships, or making up other costs of the show rather than raising entry fees. Lisa pointed out that the chapter that charged so much for the stalls did make over \$5000.00 at that show. Gaye brought up that the consumer, those that show, can dictate if they feel costs are too high by not attending that show. Jo felt strongly that the BOD needs to stay away from dictating how much a chapter charges for their show. Jessica pointed out there is an art to how much shows can or should charge for putting on a show. People want low entry fees but have no problem paying a high stall fee. It is up to show management to find the balance. Jessica recommended having an article in "Flying Changes" on how a show is organized and the costs of putting on a show to educate the membership. Lisa added that perhaps this information should be put on the ODS website as well.

7.3 **Membership types** not clear and it has been brought to the boards attention that the verbiage pertaining to a supporting or additional member in the PPM and on the website do not match. This has led to some confusion to the membership. Karen said that at the Meet and Greet she was asked why ODS did not have a lifetime membership. Jo, as membership coordinator, stated that at this point in time ODS keep things simple and not add any additional memberships. Valerie thought that all the membership descriptions on the website should be changed to match those given in the Policy Manual. She felt the PPM, as the governing guideline for ODS, needed to be the directive and not the other way around. For this reason the PPM is the correct description and the others were in error and not the other way around. Jo felt that what was on the website made sense to her and believed that the membership viewed it that way as well. She opined that the PPM be changed to fall in line with the way the website is written. Valerie pointed out that as an organization ODS cannot set a precedence of considering the PPM wrong in lieu of what someone incorrectly put on the website or other materials. Jo pointed out that ODS has been following the description of the website and should honor that to the members who believed that is what they were getting. Valerie further explained that Ed Miller had weighed in on the subject. His explanation was that the Additional Supporting membership was established for insurance reasons. It was meant for an additional family member to be part of ODS making it possible for chapters to hold a members only event and allow those family members to participate. Jo felt that the exclusion from yearend awards would affect many people in the LPS chapter making them ineligible for yearend chapter awards. Gaye countered by stating that the exclusion of yearend awards did not include chapter awards only ODS awards. Chapters were free to do as they please. Jo pointed out that on the membership list the Supporting Members have been treated as regular members with no listing otherwise. **Jo motioned that ODS treat any additional members as regular members and that Valerie write a proposal to change the PPM to bring it in line with what the membership believes it is getting. Gaye seconded the motion. Motion passed.** Karen will get back with Mary Packard to let her know that her membership will be honored as a primary member. Emily left the meeting.

7.4 Meetings – Sergeant at Arms (Recruit person interested in details of Bylaws, PPM, and Roberts Rules of Order).

Karen has assigned Emily to do this initially. After discussion Gaye suggested that Emily continue until someone volunteers to proceed in this position. Jessica concurred. Lisa and Jessica left the meeting.

7.5 Discuss reimbursement of expenses for BOD members – proposal emailed to BOD 4.2.18 **BOD MEMBER REIMBURSEMENT**. Karen brought her proposal to the BOD. Gaye did not want to write 3.00 checks for reimbursements. Karen explained that this was not what she expected and details did need to be worked out. She also pointed out that it is quite an expense to come to the meetings for some members. She used Sharm as an example as she lives so far away from where the BOD meetings are held therefore has not been attending. The voting of the amount per mile reimbursed will take place on April 28.

8. Key items for April 28 Meeting

- 8.1. Committee Reports and Budget Approval
- 8.2. By Laws and Policies and Procedures Manual Revisions
- 8.3. Nominating Committee for 2018 Board

9. Adjourn Meeting 7:38 p.m.

Submitted by

*Valerie Stallings, ODS secretary*

*Approved April 28, 2018*

## MEET & GREET BUDGET

<u>Meet &amp; Greet Venues</u>	<u>Date</u>	<u>Host</u>	<u>ODS</u>	
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	
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	
Dressage at Devonwood	July 20-22	Evin R/Devonwood	\$ 80.00	
Twin Rivers Show	August 18/19	Twin Rivers	\$ 80.00	
ODS Championships	Sept 7-9	ODS Champ	\$ -	
State of Jefferson Show	October 6/7	???	\$ 80.00	
			\$ 440.00	

## BOD MEMBER REIMBURSEMENT

<b>Executive</b>	<b>Wilsonville</b>	<b>.20 per mile</b>	<b>.10 per mile</b>
Karen	126X.20=25.20 322 X .20 =	25	12
Val	64.40	64	32
Emily	190X.20=38.00	38	19
Gaye	70X.2=14.00	14	7
<b>Directors</b>			
Lisa	312X.20=62.4	62	31
Jessica	30X.20=6.00	6	3
Emily			
Anna	30X.20=6.00	6	3
Vacant		0	
Gaye			
<b>Regional Reps</b>			
Jo	262X.2=52.4	52	26
Sam	384X.2=76.8	77	39
Karen			
	322 X .20 =		
Brett	64.40	0	
Sharm	681X.2=136.20	136	73
		<b>480</b>	<b>245</b>

4 trips Mileage	416X4=1664		1664
awards dinner	16 X 20=320		320
Retreat	16 X 120=1920		1920
			<b>3904</b>

for 16 ODS Board members to cover expenses

Average of 165.00 per person for attendance of 30 hours, plus 10 hours phone meetings, plus all other board work done outside meetings unpaid