



# Oregon Dressage Society Board Meeting Jan. 26, 2019

## ATTENDANCE

ATTENDANCE		Present	Absent
Karen Cheeke	President / DaL	X	
Valerie Stallings	Vice-President/ RR South	X	
Dolores Morgan	Treasurer / RR North Pos. 1	X	
Sarah Diebert	Secretary / DaL	X	
Anna Bigwood	Director at Large		X
Karen McCurdy	Director at Large	X	
Emily Kenyon	Director at Large	X	
Lisa Koch	Director at Large		X
Keaton Hoy	Director at Large		X
Lynette Hammon	Director at Large	X	
Brett Stallings	Director at Large	X	

ATTENDANCE		Present	Absent
Jo Renn	Regional Rep. North Pos. 2	X	
Jaimie Lewellyn	Regional Rep. Central		X
Vacant	Regional Rep. East		
Mary Packard (webmaster)		X	
Peter Rothschild region 6 Rep.		X	
Jill Heavey		X	
Mary Ann Trout			X
Joan Sly			X
Debra Couche		X	
Jorine Rietman		X	
Kate Piper SoJ		X	
Janice Hussein (flying changes)		X	
John Howell (finance)		X	

### Minutes approved 4/27/2019

The meeting was called to order at 1:03 pm

Roll call was taken, we have a quorum with 10 board members present.

This is a two part meeting, this is part one. What we don't get covered today we can move the item to the meeting tomorrow.

#### **Agenda Approval**

Karen Cheeke added the league medal program under old business and the date of the annual retreat under new business. Dolores Morgan added the code of conduct for board members under old business.

Valerie made the motion to approve the agenda, seconded by Jo Renn. Motion passed.

#### **Approval of last meetings' minutes**

We need to approve a couple of meeting minutes from previous meetings. The general meeting held October 28, 2018 and the phone board meeting held on Jan. 7.

For the general meeting held October 28, are there any corrections or additions to the minutes?

Motion was made by Karen McCurdy that we approve the OCT 28 minutes. Seconded by Emily. Motion passed

For the phone board meeting held on Jan. 7 are there any corrections or additions to the minutes? It was stated that the attendance record did not include Lynette Hammon. The minutes will be corrected.

The motion was made by Valerie that we approve the minutes with the correction of Lynette being added to the attendance. It was seconded by Emily. The motion passed.

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## **President's Report**

Karen Cheeke recapped the mornings presentation by Peter Rothschild who will also be the Show Manager for the ODS Championship show.

## **Board member expectations**

Valerie did bring us note books containing the Bylaws and the Policy and Procedure Manual. These documents are available on the website. All of the board members should have a copy and if there are enough copies, you should take one. Our bylaws and policies, procedures, manuals and each position has a description of what the expectations are. And one of the expectations is, attendance at board meetings, either in person, or when we have phone meetings where potentially we did have somebody who was ill today so they could call in and now I realize no, she can't call it because we don't have cell service here.

It is important that we do attend and represent those members that we come in contact with and we can share ideas. We had one meeting last year and even with a couple of call-ins, we did not have a quorum, which is still a productive meeting we still talked about and carry them forward. But you know, for the few people that do show up for these meetings when they happen and someone else doesn't because it's not worthy of their time or whatever, then that makes it difficult to run the board. We are all volunteers and this time together it gives us a chance more than anything to kind of get to know each other, to see a person, not just our emails back and forth.

It's just nice when we can come together and share the time in person, realizing that can be difficult considering what broad space we have between all of us. We have people that drove from, Olympia, Medford, Roseburg and eastern Oregon.

People take a lot of time just getting to the meeting. But it's something that says your time is worth a lot and we don't want you to go in debt, to volunteer. And there are some members who chose not to get a reimbursement. Totally voluntary and that's very generous and you certainly could request, if you wanted a receipt that you donated that expense to ODS for tax purposes.

It has always been in the bylaws that board members are reimbursed for board related expenses. So we do stress that you can put in for your mileage to these meetings, preferably for you to keep track of your mileage during the year and submit the form and get reimbursed for the meetings at the end of the year. And you know it's like, wow, we're paying for people to do this well, but if you think of the hours we spent and what little does end up getting reimbursed by the end of the year, it's not a ton of money.

Question was asked: In terms of being reimbursed for this meeting, the registration and all that, does that happen automatically or how ?

Answer: You have to submit a form. We did send an example of a form at one a couple of times. It's basically a spreadsheet, has a place to put your mileage and it calculates, and then if you've purchased something for a meeting or have gone somewhere, like the retreat. If you can't make it, or at the last minute or something happens, you will not get reimbursed.

Karen Cheeke is hoping to do more outreach to the chapters this year. We have regional reps, but need to define those roles a little more. And just in general, everyone reaching out more, just like we're talking about reaching out within the region. I think our region has a great group of people. I think that if we come together on some things, like we have our 50th anniversary coming up, that's something that whole region to celebrate not just ODS and our chapters, we can pull more people in and that's on the agenda and another point in time to start talking about that.

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## **Treasurer's financial report- 2019 Budget**

Dolores Morgan started the financial report with the chapter and committees year end report.

You can see from this report this is the amount of funds that was reported by the chapters. It is by chapter, by year, showing the year end balance. These are the amounts that we sent in to the IRS to confirm our non-profit status.

We are using 2017 numbers because that was the last full report sent to the IRS. The report for 2018 has not been done yet.

From this report, you add up the totals that each chapter reported and you get a total \$164,386.40.

I have also listed the balances for the separate committees within ODS and we have a total of \$49,737.42 in those accounts. Which brings us to a grand total of \$214,123.82

She went down the list line by line. See attachment marked Exhibit I.

It was stated that we have tax ID number for ODS. We are not individual chapters, if we had a legal suit, they wouldn't sue the ODS general fund, but all of ODS and that includes the chapters. We have Jon Howell coming in this afternoon and can explain it better.

Debra Couche expressed a concern: The discussion of who owns the chapter money apparently has been floating through the membership and there's questions arising and concerns arising. This is not something to put off very long folks. People are getting concerned that the governance board needs to better represent the membership.

Valerie called for a point of order, to table the issue

Dolores: we need to be sure that we write this issue down. We need to hear it. It tabled so we could move on with the financial report.

Dolores: Asked the question about chapters that are leaving and if it had been announced.

Karen Cheeke: Yes, Lower Puget sound has formed their own GMO. They're dissolving and we're in the process of the dissolving issues of that.

And also the Pacific Crest Trail is doing their final membership poll to decide if there they are dissolving. We need to wait until they have a vote of their membership, which they are conducting in the near future.

Dolores: Looking at the next document, the 2018 Income/Expenses Reported for ODS Events/Shows

First I would like to take a minute and talk a little bit about the league championship. It was hosted by the Lower Puget Sound Chapter. They made \$1,000 on it. That was really great.

Karen Cheeke: It was a well run show. I went up and there were one, two, three other people from Oregon that went up. It was very well rounded. It was fun. ODS certainly appreciate it. The thing they took that on and brought it back to life because there's people talking about how the ones going to happen this year and that's later in our meeting from tomorrow.

So again line by line you can see that most of the ODS sponsored events made some money for us.

Proposed 2019 Budget as of 1/18/2019. Again it was presented line by line.

See attached file Exhibit 3

A motion was made to approve the 2019 budget by Emily. The motion was seconded by Brett. The motion passed.

There was not a financial report for checking account balances

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## **Chapter Reports:**

See attached pages

## **Committee Reports:**

Education Committee: Valerie Stallings, Chair.

This has not been an active committee recently. Karen Cheeke proposed that members submit ideas for youth and adult activities to the Education Committee who will then pass on ideas to the appropriate committee for implementation.

Adult Committee: Brett Stallings, Chair.

She is looking for people interested in working with her and ideas about activities. The Adult Team Show is part of the Committee, as is the "L" Program, and the adult camp Lisa Koch runs. There has been a budget submitted for the adult camp but no firm date or clinician yet.

Karen Cheeke mentioned she is working with several people on the Adult Team Show. Karen has contacted several venues for prices.

## **Instructors workshop**

Karen Cheeke: Lisa Koch is working on the instructors workshop. They did submit a budget, but they don't actually have a person hired at this point, to come in and do the clinic and they don't have to date. I'm assuming that it's going to be in the fall around the same time. That's all I have about that one.

## **Para Committee:**

We still have a Para committee but there is not anything happening in that group.

## **Youth Committee:**

Karen Cheeke: Lynette Hammon agreed to be our youth committee chair. Gaye has retired from that, however will still participate and come help if she can.

Lynette: I'm very connected to youth and it's something that I've kind of grown fond of doing. When my daughter was 16, she was looking at dressage, Dressage, everything. That is how we stumbled upon ODS. I now have a committee of myself, Gaye and Brittney Castell.

We have about 22 members and about 15 of those remain active. , uh, I focused on training and educating not only dressage but the horse as well. I feel like that piece really is missing. We've worked with a large amount of the trainers from Charlotte Bridual, Steven Vurtial, Marina Paris and others.

Some highlights, we went to Sweden in 2017. We've done a lot of field trips, barn tours, Toklat tour, and do team dinners.

We have team dinners about every other month. The next event that we have just talked about is doing a write a test with Melanie Kessler. And they are willing to do the summer solstice a show again. My goal is to learn more about ODS. Create a plan to reach more youth, learn more about websites capabilities and find out what ODS plans are for getting more members in the future.

Any questions about the youth team?

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## **Competitions Committee:**

Sarah Diebert: I have three other members on my committee, Mary Packard, Dolores Morgan and Kaye Phaneuf. Kaye is the one who provided the rulings about doing the Arabian championship with our show. A note about the test booklet, which by the way is not a part of the competitions committee. I'm adding the Rider Performance Awards that Valerie has come up with. I'm going to add that to our league show rules so that people know that it's available and what they have to do to qualify for it. I made a page for the program and send it to Valerie to get her approval on it and she said that it looked good to her. So it will be a part of test booklet.

## **Championship Show**

Karen Cheeke: Peter Rothschild is here as our championship show manager and on his team so far, we have a person to do the program, Mary Cornelius as the official show photographer, Mary Neal will be the show secretary and Helen is doing the finances. We have a really good start. We are looking for someone to be the shows committee chair.

Sarah: I will forward him last year's price list so he can get a feel for what we've had in the past,.

Peter: In order to make this happen, we need people from the ODS organization to contribute and to do it. At least half of the old guard has opted out if not more than half. The committee needs to be formed and somebody needs to step up and do it. We have judges for this year, which we didn't have as of January one and we've got one judge already lined up for next year, 2020.

However in 2020, Labor Day is the 7th of September. So if you have your show after Labor Day, then that's basically the second weekend of September, which really pinches the regional championships. Or do you agree to have it prior to that date or actually Labor Day weekend. Labor Day being, Monday being the seventh. So it would be Friday the fourth, fifth and sixth.

I understand that you have always held the show the weekend after Labor Day, now putting on the regional director hat, I'm going to go, wait a minute to regional championships need to be earlier than that. You don't want to have the two shows basically back to back because that's what they would be.

Jo Renn: That's also a year (2020) that we run it in Arab Championships.

Valerie Stallings moved to adjourn the meeting. Emily Kenyon seconded. Motion passed.



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Anna Bigwood	Director at Large	X	
Karen McCurdy	Director at Large	X	
Emily Kenyon	Director at Large	X	
Lisa Koch	Director at Large		X
Keaton Hoy	Director at Large		X
Lynette Hammon	Director at Large	X	
Brett Stallings	Director at Large	X	

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Jo Renn	Regional Rep. North Pos. 2	X	
Jaimie Lewellyn	Regional Rep. Central		X
Vacant	Regional Rep. East		
Mary Packard (webmaster)		X	
Peter Rothschild region 6 Rep.		X	
Jill Heavey		X	
Mary Ann Trout			X
Joan Sly			X
Debra Couche		X	
Jorine Rietman		X	
Kate Piper SoJ		X	

The meeting was called to order at 11:03 am

Roll call was taken, we have a quorum with 10 board members present.

This is a two part meeting. This meeting is part two.

### **Membership:**

Jo Renn: There are currently 13 people who signed up earlier this year as Lower Puget Sound members. I need to contact these members and ask them if they want to be a general member of ODS, since there is no longer a LPS Chapter. My question for this group is, should I also give them the choice of "if you really meant to sign up to be a member of Lower Puget Sound and you don't want to be an ODS member" should I offer them a refund?

Discussion followed

Jo Renn: I make a motion that the 13 current members of the LPS chapter be offered to transfer their membership from ODS to Lower Puget Sound. This is a one time deal due to Lower Puget Sound becoming their own GMO.

Sarah seconded the motion. Motion passed

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## **Insurance:**

Sarah Diebert: I will be in contact with our insurance agent, Cindy about if there is a 24 hour hotline for reporting accidents to put on the accident report and I have another event that has come up that as involving vehicles, that I am in the process of getting an answer for.

As of this date all of the insurance certificates have been distributed.

## **Show Approvals:**

Sarah Diebert: To this date all show applications received have been processed.

## **Web Site:**

Mary Packard: What I'd like to say is please share the information that has been shared here with everyone and the site is logically very clean.

That's very different from the old site. We want to be careful in that regard of what we do with it. And please encourage people to use this as the first stop for dressage and toward that and be aware of the website I really appreciate and I thank everybody again here for their assistance It is ODS's official voice.

## **Old Business**

### **League Finals:**

Karen Cheeke: we still are looking for someone that is going to spearhead the League Finals. At this time we don't have a date or a venue. have emails to I send to, I got Mid Valley Chapter did say they would discuss it in a meeting. And Valerie was very excited as well. I will let her tell you what she came up with.

Valerie Stallings: I got the idea talking with my daughter, Brett. We thought that the Oregon Horse Center would be a great place to have the league finals. They have a new manager who is into dressage and eventing . Last year they have had a dressage festival on Labor Day weekend. They welcome to dressage of all disciplines. Western, driving, gated, classical and eventually eventing dressage. I contacted them and she was so excited that ODS reached out to them.

Karen McCurdy: Valerie and I spoke last night and I have also spoken with a few of the executive committee of the Mid Valley Chapter Kim Barker said that she would be willing to step in and help run it and we called her last night with this idea and she said, okay.

The finals will be hosted by Mid Valley Chapter and Valerie will help also.

### **Term Limits:**

There was much discussion about the possibility of having term limits or not.

Valerie made a motion that was table the topic for another meeting.

Brett seconded the motion.

Motion passed

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## **League Rider Performance Awards:**

Sarah Diebert: Ask if the League Rider Award program was ever voted in. I need an additional page for the test booklet and would like to put in so people will be informed that we have it.

Valerie presented it to the board and the page for the test booklet was reviewed.

A motion was made by Valerie that we adopt this program but for now remove the League Master Rider Section. Seconded by Emily. Motion passed.

## **50th Anniversary:**

Karen Cheeke: Valerie has some information and ideas to start planning for 2021, which is our 50th anniversary celebration to form a committee.

Valerie Stallings: We're coming up 2021 it's our 50th anniversary. We have savings right now. I think we should identify a dollar amount for the 50<sup>th</sup> anniversary. Bring a top name for our annual celebration, I'm talking to Carl Hester or Isabela Worth, somebody that's going to cost us some money. I've already talked to the Oregon Horse Center. They have the seating capacity of 500 people. I might be wrong, but I can only think of two venues that would really be able to pull the seating off or something like this. And one of them was Albany who might bump us if they get something better and Oregon for center who will not.

So I've reached out to Carl Hester, have not gotten the right promotional company yet to really get ahold of them. But I have some leads out there and I'm waiting on word back. Looking for anybody else that wants to join the team and work on this.

More discussion followed, we need to start working on promotional items etc. We need to form a committee.

Emily Kenyon: I make a motion that we form a committee, an ad hoc committee to investigate the 2021 50th anniversary celebration as outlined by Valerie.

## **Code of Conduct:**

Dolores Morgan presented a Code of Conduct for Board members: The code lists the behaviors expected for nonprofit boards to help them maintain their nonprofit status.

Karen Cheeke indicated the directives of conduct are outlined in our bylaws and our policies and procedures manuals. If we sign such a document, it has to be in our bylaws and policy procedures and a lawyer would have to approve.

Emily Kenyon felt the Code of Conduct would be useful to help orient new Board members.

Jo Renn indicated the need to change the last point concerning receivables – "I will only receive monetary compensation for services rendered to ODS that are approved by the Board." The word compensation needs to be changed because board members cannot receive compensation as pay from ODS

Valerie Stallings moved to table this discussion until the next meeting.

The motion was seconded by Sarah Diebert. Motion passed.

It will be on the agenda at the next meeting under old business.

## **Next Board Meeting:**

The next ODS board will be on Saturday, April 27th probably at 10 in the morning with the location to be determined. Most likely at the Wilsonville Library.

Emily made a motion to adjourn the meeting. Seconded by Brett. Motion passed.

*Respectfully submitted Sarah J. Diebert 2019 ODS Secretary*  
*April 13, 2019*