

Oregon Dressage Society
July 28, 2020

Attendance

Name	Title	Present/Absent				
		June 20 2020, phone	Meeting Date	Meeting Date	Meeting Date	Meeting Date
Lisa Koch	President	Yes	Choose an item.	Choose an item.	Choose an item.	Choose an item.
Michelle Anderson	Vice President	Yes	Choose an item.	Choose an item.	Choose an item.	Choose an item.
Lynette Hammon	Treasurer	Yes	Choose an item.	Choose an item.	Choose an item.	Choose an item.
Eileen Parent	Secretary	Yes	Choose an item.	Choose an item.	Choose an item.	Choose an item.
Karen Cheeke	DAL	Yes	Choose an item.	Choose an item.	Choose an item.	Choose an item.
Keaton Hoy	DAL	Yes	Choose an item.	Choose an item.	Choose an item.	Choose an item.
Brittney Castell	DAL	No	Choose an item.	Choose an item.	Choose an item.	Choose an item.
Sarah Dieibert	DAL	Yes	Choose an item.	Choose an item.	Choose an item.	Choose an item.
Tedi Paasch	RR - North	Yes	Choose an item.	Choose an item.	Choose an item.	Choose an item.
Marsha Williams	RR - East	Yes	Choose an item.	Choose an item.	Choose an item.	Choose an item.
Kathy Casey	RR - North	Yes	Choose an item.	Choose an item.	Choose an item.	Choose an item.
Solbritt Hill	RR - South	No	Choose an item.	Choose an item.	Choose an item.	Choose an item.
Tory Kelly	Office Manager	No	Choose an item.	Choose an item.	Choose an item.	Choose an item.

Guests: Mary Packard, Larry Lakes

Meeting was called to order by Lisa Koch at 9:09 am.

A quorum was present: Yes . No

Agenda for the meeting: Approved Altered as follows :

Minutes of prior meeting on May 16th were approved. [Click or tap here to enter text.](#)

Decisions made by Executive Committee since last full Board meeting:

☒ The following decisions were made:

The Executive Committee voted to cancel the ODS Championship and Summer Solstice Shows along with the annual Banquet.

State of the Union – Lisa reported the decisions of the Executive Committee. She has signed contracts from Katherine Haddad and Paula Lacey for the fall clinic and workshops.

Finance Committee: Larry Lakes is working on past issues and current issues of how finances are reported. Main concerns are bringing all financial branches (chapters), and ODS Main financial operations, into compliance with non-profit status. The Federal government recognizes ODS as one entity and as such all the Chapters financial operations must be based on the overall financial policies approved by the government for ODS status as a non profit.. Any new procedures that need to be established ensure the ODS Non Profit Status is not jeopardized by variations from the standards set by the Government. As an example, all chapter and main branch finances need to be reported quarterly and the use of credit cards by the different branches must follow new ODS guidelines that are under development. Fundraising needs to follow the federal guidelines for non-profits and chapters will receive written information in this area.

Treasurer’s Report: Lynette stated that there is not much activity or change, balance is 115K in bank.

Strategic Plan: Lisa reported that the strategic planning team met and developed four planning goals. The board members all need to take a goal and meet to develop a plan to implement the goals.

(See attachment)

PPM/By-laws: Mary presented Chapters 1 and 2 of the PPM. There are not many changes. Presented recommendations for changes to chapter three.

Revisions are a two-step process. They are to be presented at a meeting, then discussion and voted on at the next board meeting.

Insurance Overview: Discussion and clarification of the Insurance Article 8 to include indemnity coverage of chapter officers. Voting at July meeting.

Review of tabled USDF delegate discussion; timing of election of officers and timing of convention. There are two proposals, the timing of election of officers and the selection of convention delegates. Voting at the July meeting.

Virtual Horse Show: Keaton reported that she researched the ins and outs of putting on a virtual horse show. She presented a guideline(attached) for putting on a virtual show based on what other groups are doing. This is a possibility for ODS or a chapter to do this. Keaton will keep looking into the concept.

Marketing and Communication: Michelle reports that she has found someone to write up bio’s on members for social media and Flying Changes. She is looking for people good at marketing.

There will be an email blast about the next Webinar on July 20th at 8pm by Alissa Gordan.

No new business

Next meeting will Monday July 27th from 6 – 8pm.

Meeting Adjourned by Lisa at 11:44am.

Minutes Submitted by Eileen Parent

Strategic Planning Goals

- 1) Organizational Development - ODS needs to be able to implement the programs it chooses and has clear guidelines for directing its volunteers and leaders.
 - a. Review and Revise Policies and Procedures Manual and Bylaws- **Mary/Marsha**
 - b. Volunteer Capacity assessment – how many people willing for which roles and are they skilled to do it – Karen, Tedi
 - c. Succession Plan-includes recordkeeping process - Eileen
 - d. Support for Chapters – building local capacity to serve members and connection to one another-**Lisa, TBD**
- 2) Financial Management - Create a Financial Plan that establishes a transparent system with an annual budget, process for monitoring actual and inform decisions for future investments to assure financial sustainability
 - a. Budget with accountability across the organization-**Lisa, Larry, Lynette, Andrea**
 - b. Process for applying for events- **Lisa, Larry**
 - c. Bookkeeping-**Larry, Christine, Lynette**
- 3) Marketing and Communications - Improve communications and establish a member growth plan. Develop effective marketing tools and outreach to members to help them feel part of a community that serves them to continue to learn, connect with USDF and compete at whatever level they are at.- **Michelle to take the lead and assign people to the below tasks:**
 - a. Publications
 - b. Website
 - c. Social Media
 - d. Membership Growth program
- 4) Member Programs - Commit to serve members with accessible competitions and education programs throughout the year (coming up with creative solutions when limited by COVID-19?)
 - a. Competitions and Awards
 - i. Show management, Show Secretary, Competitor Info – Siobhan Barker
 - ii. Show entry form management- (Is this the Competitions Committee?) If not, what is the role of this committee – how is it serving the members? What is the process of finding out what needs to be available to members? What are the timelines that have been developed to complete these actions? **Sarah, Kaye, Sara Kress(?)**
 - iii. Banquet – Ronda Fitton
 - iv. Award nominations - TBD
 - b. Educational Programs

- i. Youth-Eileen, Tedi, Kimberly, Emily Parks, Lynette,
Rachael Van Den Burg
- ii. Clinics- Lisa, Marsha, Anna, Ronda
- iii. Online/virtual events-Keaton/Brittney