

Oregon Dressage Society
2021

Attendance

Name	Title	Present/Absent				
		Jan. 18, virtual	Meeting Date	Meeting Date	Meeting Date	Meeting Date
Lisa Koch	President	Yes	Choose an item.	Choose an item.	Choose an item.	Choose an item.
Tedi Paasch	VP	Yes	Choose an item.	Choose an item.	Choose an item.	Choose an item.
Eileen Parent	Sec	Yes	Choose an item.	Choose an item.	Choose an item.	Choose an item.
Mary Packard	Treas	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.
Michelle Anderson	DAL	Yes	Choose an item.	Choose an item.	Choose an item.	Choose an item.
Emily Parks	DAL	Yes	Choose an item.	Choose an item.	Choose an item.	Choose an item.
Chapter Reps – no voting						
CMC	Jorine Reitman	Yes	Choose an item.	Choose an item.	Choose an item.	Choose an item.
Columbia C	NA	No	Choose an item.	Choose an item.	Choose an item.	Choose an item.
FVC	Julie McPherson	Yes	Choose an item.	Choose an item.	Choose an item.	Choose an item.
NWV	Kaye Phaneuf	Yes	Choose an item.	Choose an item.	Choose an item.	Choose an item.
TRC	Emily Parks	Yes	Choose an item.	Choose an item.	Choose an item.	Choose an item.
Cascade C	NA	No	Choose an item.	Choose an item.	Choose an item.	Choose an item.
State of Jeff	Karen Piper	Yes	Choose an item.	Choose an item.	Choose an item.	Choose an item.
UVC	Valerie Stallings	Yes	Choose an item.	Choose an item.	Choose an item.	Choose an item.
COC	NA	No	Choose an item.	Choose an item.	Choose an item.	Choose an item.
NEOC	Karen Hasel	Yes	Choose an item.	Choose an item.	Choose an item.	Choose an item.
Eagle Cap	Gail Murphey	Yes	Choose an item.	Choose an item.	Choose an item.	Choose an item.
MVC	Karen McCurdy	Yes	Choose an item.	Choose an item.	Choose an item.	Choose an item.

Tory Kelly	Office manager	Yes	Choose an item.	Choose an item.	Choose an item.	Choose an item.
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Guests: none

Meeting was called to order by Lisa Koch at 6:35

A quorum was present: Yes . No

Agenda for the meeting: Approved :

Minutes of prior meeting Nov. 30th 2020 were approved

Decisions made by Executive Committee since last full Board meeting:

- No decisions made
- The following decisions were made:

President’s Report:

Lisa welcomed the chapter representatives to the Board meeting. She stated that she is excited and looking for to this year with eight educational events scheduled along with the ODS Championship show. She is looking for a more open communication between the board and the chapters and a better sense of community.

President’s State of the union address: See attachment.

Treasurer’s Report: The preliminary report for 2020 has the membership down and a loss of \$10,000 but we operate on a cash basis so not a complete picture yet and only shows the board administrative portion of the report which is less than half of all of ODS. The 990 form from 2019 shows all of the ODS finances including the chapters. This must show that we are spending money in support of our mission statement and is a legal audit. There is a Feb. 15th deadline for chapters to get financial info into Mary Packard.

Program Reports:

Organization:

By-Laws and PPM: Mary Packard is working with a lawyer who is also an ODS member to identify and correct any areas that ODS could be at risk and will be developing a plan to cover those risks and then present that in a future board meeting.

Volunteers: Tedi Paasch and KarenCheeke reported that the committee is working on making a list of volunteer jobs for each activity with a definition of each job. They will have a plan in

place in the next two weeks to present to the board and then to the chapters to assist in recruiting volunteers for their activities.

Membership/Storage/Office: Tory Kelly reported we now have 293 members and membership is slowly climbing. She has been working on counting the ribbons in the storage unit. She is also working on the front page of the website and is putting info on the calendar as it comes in.

Marketing/Communications: Michelle Anderson did a training session with Amber Vaughn. Michelle is asking chapters to submit any activities and events that could be shared with the ODS social media. Also requesting that the chapters call their members and request them to renew their membership.

Flying Changes is going bimonthly. Chapters can send Michelle items to include in the Flying Changes ODS pages.

Finance: The 2021 proposed budget was submitted at the Nov. 30th board meeting. Eileen moved that the board approve that budget. Seconded and passed. Budget is attached.

Member Programs:

Competitions:

Lisa is working on the ODS Championship show.

Virtual Shows: Kaye Phaneuf will be the secretary for a winter series of ODS Virtual Shows. Budget is submitted and will be voted on for approval at next board meeting. See attachment.

Education:

There will be two Adult Amateur clinics in April and July, a Trainers Workshop ,a Symposium – 50th Anniversary in Nov.

Youth: There will be a series of four regional clinics open to all youth in the ODS area. The first two are scheduled for Feb. 20 in Creswell and Mar. 6th in Bend. The committee is looking for a facility in the North and South areas for the next two clinics.

The three ODS youth awards/grants were revised and presented at the last board meeting for review. Eileen moved that we approve the revised awards and have them put on the website along with an application form for these awards. Seconded and approved. See attachment.

Chapter Reports:

Twin River is hosting the first youth clinic. They are having a ride a test on Mar. 14th and have two recognized shows at Silver Tail June 19 -20 and Aug. 21 – 22.

CMC - Jorine stated that they are not having the usual Bears Above the Ground show but will try for an activity later in the year.

State of Jeff. - Karen Piper stated they are looking at having a cavelleti clinic in the spring. They will also be working with the Cascade Chapter to help with the Tulelake Show.

Lisa moved to adjourn. **Meeting adjourned at 7:52.**

Submitted by: *Eileen Parent*, Secretary of ODS Jan.21 2021

State of the Union

1/18/21

To: Current 2021 Board of Directors

I am writing this letter to serve as a record of the state of finances of the Oregon Dressage Society when I took office on November 1, 2019.

All board members as well as the membership need to be aware of the organization's status as well as providing transparency for future board members.

As of November 1st, 2019:

- The required 2018 Chapter financial information had not been provided to the ODS accountant. The 2018 taxes had not been submitted.
- 2018 financial records were not organized and were incomplete*2018 bank accounts were not reconciled.
- The 2019 Board failed to appoint a treasurer for the last 5 months of the 2019 fiscal year- which is in violation of a non-profit status requirement and organizational.
- The absence of a treasurer or anyone that took responsibility for keeping the financial records current in 2019 resulted in the books not balancing.

- In 2019, the ODS Adult Team Show, ODS Summer Solstice Show, the ODS League Championships, the ODS Open and Championships show did not follow the PPM procedures- post event reports were not submitted, or had information and receipts missing.
- Over the last 24 months, (starting in June of 2018) ODS was sent over 73 letters from the Oregon Department of Treasury, Internal Revenue Service and Department of Justice for payment, late fees, penalties. These were sent to the address on with the state of Oregon, which was picked up by the then current ODS Secretary. This was not mentioned in any board meetings, nor were these responded to until we changed the address in 2020 and became aware of the issues.

What had been accomplished in FY2020:

- Gathered all the 2018 chapter information. We were able to get the 2018 taxes submitted by our previous accountant just under the deadline in November, 2019. He indicated he was not interested in continuing to be our accountant because there was too much landing on his plate that the ODS Treasurer/Assistant Treasurer used to do.
- Hired a bookkeeper to reconcile our accounts in FY2019- this has been completed. This included reconciling the ODS events, (ODS Adult Team Show, Summer Solstice, League Championship and ODS Open and Championship show), as best as possible with incomplete or lack of information from the board members that organized and were responsible for these events.
- We hired a new accountant and filed the 2019 taxes in November 2020.

- The accountant has also been tasked to dispute over \$3,000 in late fees and penalties starting from 2018. This could have been avoided easily if anyone in 2018 and 2019 had taken action on the letters that were sent to ODS.
- We are working on having the 2018 General checking account reconciled. Per our previous accountant, this was never addressed at the end of 2018.
- FY2021
 - Provided clear instructions for Chapters to file their yearend accounting to ODS. These are due by February 15th, 2021. We will not file for an extension for submitting FY2020 taxes.
 - Budgets must be submitted at least 30 days in advance for ODS managed events. The ODS board will take into consideration the qualifications of the organizer or manager for the event. This must be passed by the board before the event moves forward.
 - Post event form and Budget vs. Actual (with receipts) must be submitted within 2 weeks of the event.
 - There are only 2 officers with signing authority on the checking accounts- the President and Treasurer.
 - There are only 2 officers with ODS credit cards, the President and Treasurer. There will be no debit/cash withdrawals allowed without corresponding receipts.
 - Continue with the bookkeeper reconciling our accounts and providing reports as required. We have found that the turmoil of different treasurers interpretation of the job and

then the lack of one has caused ODS to have incomplete financial records. This continuation of the same person doing our record keeping saves us hours. It will also serve as an example and will provide the next treasurer/board up to date financial records.

- Propose a new treasurer roles and responsibilities to the board.

Lisa Koch
 President, Director at Large
 1/19/21

ODS Show/Event Budget
 Activities with Cost or Income Greater than \$1,000

Activity/Event: ODS Virtual Show Series

Location: Virtual Show

Date(s): 2/15, 3/15, 4/15

Type of Event: Show xx Clinic Camp

Organizer: Lisa Koch, Kaye Phaneuf

Email Lisakoch3@gmail.com Phone 541 410-5968

Income

- 4050 Donations/Chapter Contributions
- 4057 Sponsorships (list on separate page)
- 4071 Participant Fees

PROPOSED BUDGET	
	\$600.00

4073	Stabling		
4000	Membership		
4600	Merchandise		
4057	Grants		
4600	Other (Specify)	Office Fee	\$500.00

Total Income **\$1,100.00**

Expense

5070	Judge Fee		\$250.00
	Secretary Fee		200
5901		Airfare/Mileage	
5851		Lodging	
5802		Food/Meals	
	Travel - Staff		
5902		Mileage	
5852		Lodging	
5802		Food/Meals	
6710	Supplies		
6670	Printing/Postage		\$50.00
6630	Phone		
	Furniture/Equipment Rental		
		6603 Porta Potties	
		6602 Furniture	
		6603 Other (specify)	Ribbons
6615	Facility Rental		\$75.00
5073	Stabling		
5210	USD/EF Fees		
6672	ODS Insurance		
5211	ODS Approval Fees		

Total Expenses **\$375.00**

Profit **\$ 725.00**

ODS YOUTH AWARDS/GRANTS

Three awards eligible to be given to Jr/Y each year with applications on the ODS website and awarded at the annual Awards Banquet. Awards to be used before the following awards banquet. The funds for these awards have been made available from donations and should be tracked by the ODS treasurer.

The Barbara Page Memorial Fund

Youth Rider | **Based on USDF/ODS Recognized or League Shows** | For Education

The scholarship was established to honor her memory and approach to life, by assisting a young rider in furthering his or her education in the art of dressage. Barbara strove for excellence in everything she did. She always said that it was the process of working towards something that was important, and that if one worked through the process with integrity, the goal would be realized. The award is made to the high percent winner of Training level test 2 and 3, at **any USDF/ODS recognized or League Show** because the correctly schooled training level horse is the foundation for everything to come. By recognizing achievement here, we are recognizing a rider who has already committed to the process and is ready to move on. **The Youth Rider is to download the award application from the ODS website and submit the form and copies of the front of the two tests to the ODS office at least 30 days prior to the Awards Banquet.**

The winner of this scholarship will receive the award **at the annual awards banquet** and \$200.00 to be paid toward clinic rides. The money will be paid directly to the clinician or instructor, payment must be arranged through the ODS **Treasurer**. The scholarship must be used before the next year's **Awards Banquet**. Past recipients are not eligible.

PONY POWER SCHOLARSHIP AWARD

Youth Rider | Pony Mount | For Education

Joyce and Laura Stride have established a scholarship in memory of Bahas Amiable Ali, who died at age 34 in September of 2001. Ali began his career with the Stride family in 1972 as Laura's first mount, and since, has carried many young riders through the ranks of 4-H and JR/YR shows. He helped his young riders glean the glory of medallions, hi points and year-end awards. He gave them the confidence to graduate to a full sized-horse. He was famous for unseating the unwary rider – his version of the Wake-up call.

This scholarship opportunity is open to riders at **any USDF/ODS recognized or League Show** mounted on ponies. (USEF definition of a pony: not to exceed 14.2 h)

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Riders need to **download an award application from the ODS website**, and write an essay about PONY POWER, describing what makes a pony special. **This needs to be submitted to the ODS office at least 30 days before the Awards Banquet.**

The sponsor of the award, or designee, reads the essays, makes the selection and notifies the youth committee of the recipient.

The winner will receive the award at the Awards ceremony plus \$150 toward a clinic of the rider's choice. Arrangements for moneys to be paid directly to the clinician or instructor must be made through the award sponsor, and must be used before next year's Award Banquet.

Past recipients are not eligible.

Winnie Heiney-Duncan Scholarship Fund

Youth Rider | Essay | For Education

Developed to honor and support long time and well respected ODS member Winnie-Heiney-Duncan, this scholarship seeks to further develop the education of Jr/YR's within the Society. This scholarship strives to promote and encourage values that Winnie personifies, such as kindness, commitment, character, dedication, ethics, quality treatment of horses, education of humans and equines, and fairness.

One scholarship per Membership year in the amount of \$100 to a qualified Jr/YR may be awarded. Scholarship funds may be applied to various equine related educational opportunities such as clinics, symposiums, lessons, competitions, and/or travel.

Criteria:

1. Must be a member of ODS
2. All application letters must be typed.
3. Considerations to be given to need, and educational value. Preference will be given to those who commit/promise to add something back to the Society, through education to other juniors/young riders or articles written in Flying Changes.

Applications must be submitted to the ODS Office at least 30 days prior to the Awards Banquet.

Each application will be evaluated without regard to prior award. Scholarships will be awarded on the merit of the proposal.

The ODS Youth **Education Outreach Group** shall review the applications and make recommendations for approval to the ODS Board of Directors. All deliberations and applications of the committee will be absolutely confidential. The Board of Directors shall decide the application by majority vote. The scholarship will be awarded at the Awards Banquet and the scholarship need to be used before the next Awards Banquet.

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