

## Meeting Minutes

Las Colinas Equestrian Centre  
Irving, TX

Present: Barbara Clarke, Jennie Bohart, Cindy Murray, Janice Mauren  
Proxies: None  
Guests: Kai Handt, Rachel Zent, Kathy Conk  
Apologies: None  
Quorum: Not Applicable  
Opened: 6:12pm  
Closed:

### General Business:

1. Recognized Show Chair and Young Riders Coordinator/Chair:
  - Michelann expressed interest in the role of Recognized Show Chair.
  - Rachel Zent asked where to find info on the positions available on the board (open chair or open board positions) re: roles and responsibilities.
2. Board & Chair Positions:
  - Kai, Jennie, Rachel, Janice and Cindy all discussed methods of better advertising the roles/chair positions which are open and methods to garner more member participation in the election of open positions.
  - Kai suggested sending flyers/postcards via USPS to all members with a printed ballot which they could send back to the club.
  - Jennie suggested holding elections at the fall show (Yellow Rose Festival).
  - Kai suggested holding elections at the annual Awards Banquet as most of membership was in attendance. However, those are held in Feb and most positions open are elected in Oct timeframe.
  - All discussed putting the ballots in the fall show program with bios on the nominees. Timeframe would then require the following: Nominations to board by Aug Board Mtg, bios & final selection of candidates by newsletter deadline (20 Aug 09), final info/ballots to show program coordinator by print date.
  - Suggested Cindy, Janice & Barbara C send emails/Yahoo messages prompting nominations from general membership
3. Young Riders Coordinator/Chair:
  - What is the role of the "Chair" position on the board and in the club in general? How is the role accountable within the club?
  - Kathy Conk found by-laws online and read out definition as defined which is basically a board elected position, which can be filled immediately by the board and which can then also be removed by the board via board vote.
  - Kai nominated himself as Young Rider Coordinator/Chair. Added agenda item for June Board meeting.
4. Juniors Coordinator/Chair: It was suggested at May board meeting (held during Spring Show I) that Rachel Campbell might be a good candidate to assume this role. Rachel asked for more information on the role (time requirements, responsibilities, etc.) If we could get some updates on that person – Cindy would check with Rachel and get back with the club.
5. By-laws:
  - At this particular meeting there was a lot of reference back to the by-laws and there was some question that was some either outdated or unclear definitions in the current by-laws.
  - Some did not know where to find by-laws. Could Charlotte put the by-laws in a more prominent place on the website?
6. Treasurer's Report:
  - Kai was not satisfied with the high-level treasurer's report he received after last board meeting. He would rather get the highly detailed report, even though it would be large file/many pages. Barbara Clarke told him to ask Barbara Lewis for the report, she would be happy to provide it to him but B Clarke had understood that it was more than what he had wanted. He clarified that yes, he did want the detailed report.. Kai will ask B Lewis for detailed report.

- Kai felt that the detailed Treasurer's Report (as defined in the by-laws) should be posted on the website for all members to see.
7. Call-in meetings/Conference Calls and Face-to-face Meetings:
- if more people want to dial-into the conference bridge then Jennie needs to be able to more accurately estimate the number of callers with the conference bridge service.
  - it was agreed that the conference bridge was a more convenient method of holding meetings and would likely garner more participation even if the person was only just "listening in"
  - To get more general membership participation we need to advertise the meeting & access number more thoroughly.
  - Need to provide a more formal agenda beforehand. Jennie committed to soliciting for agenda items & will send collated agenda item input to board members on the Monday before the Board Meeting.
  - Jennie also committed to providing dial-in access number for publication in a) the newsletter b) the website.
  - Also we all discussed the frequency of the dial-in conference calls vs. face-to-face meetings. Jennie summarized that face-to-face could be coordinated with recognized shows while conference call meetings held those months in between shows. All present agreed that this frequency was probably "okay as-is".
  - There was some discussion about the meeting days and timing and it was agreed to leave well enough alone as it's currently easy to remember "first Tuesday of each month" in the evening.
  - Is there a penalty for board members who do not attend at least 75% of board meetings?
  - All agreed that if we publish the board meeting date/times to the general membership that implies a more firm commitment to stick to that date.
8. Website:
- During the course of all topic discussions (above) there was a fair bit of website updates. Charlotte had expressed wanting some assistance in either/both newsletter and website at the May board meeting.
  - Cindy felt it would be easier on the web-master to allow more than one person to access the website and provide updates to help disperse the burden of sometimes time-sensitive updates. Cindy suggested Kevin Campbell (Rachel Campbell's father) as a potential website helper.
9. Jonathon Wentz:
- Rachel Zent committed to writing & submitting an article for the next newsletter (printed format) by 20 July 09.
10. DVD "If Horses Could Speak"
- several technical difficulties prevented the DVD from being shown
  - Kristen Vlietstra was generous enough to provide us the DVD to distributed amongst ourselves (on the honour system) to watch at our convenience.
  - Barbara Clarke committed to tracking the DVD's whereabouts and ensuring it's return to Schleese Saddlery Service.