

RMDS EXECUTIVE BOARD MEETING MINUTES

Aspen Creek Cellars at Clifton House Inn

October 20, 2012

Attendance: Sally Shaffer, Shannon Lemons, MaryJo Hoepner, Lori Mitchell, Michael Petersen, Joan Clay, Nicole Bizzarro, Beth Geier, Patricia Leech, Sharon Soos, Laura Speer

Guest: Rebecca Hutton

Proxies: Inka Spatafora to Beth Geier, Jamee Amundson to Lori Mitchell, Michelle Anderson to MaryJo Hoepner, Hana Van Campen to Joan Clay, Susan Rudman to Lori Mitchell, Simone Windeler to Heather Petersen, Wendy Cibis to Lori Mitchell, Julie Haugen to Beth Geier, Linda Nickerson to Sally Shaffer, Kim Lampert to Heather Petersen

Call to Order by Lori Mitchell at 9:17 am

The September 13, 2012 Minutes:

MaryJo Hoepner made a motion to approve the September minutes as corrected, 2nd by Laura Speer.

Motion passed, Patricia Leech abstained.

Winter Wake Up

Spread sheets shown. **Beth Geier moved we indefinitely cancel RMDS Winter Wake Up. 2nd by Sharon Soos. Motion passes, Heather Petersen and her proxy for Simone Windeler abstained.**

BOG Report – Laura Speer

Quite easy year since we're at the same place as last year. All presidents received email about basket. MaryJo will put together the basket for Grand Valley again with their \$50. Extra Championship stuff will go into auction. Extra Silent auction stuff might also go in. There is no art show. Kathleen Bryan will take some pictures and sell pictures from the show season. Set RMDS square banner up for Awards Photos. Pastries and doughnuts for morning meeting. Dave might not be able to do live auction. Julie will do announcing.

Paragon – Sharon Soos moves we table the discussion of the sponsorship of the Paragon CDI 2013 until the budget discussion. 2nd by Patricia Leech. Motion passes with Heather Petersen and proxy from Simone Windeler abstaining.

Nicole moves we table Centaur discussion until committee discussions occur. 2nd by Patricia Leech. Motion passes.

Treasurers Report by Sharon Soos

Balance in each account as of September 30, 2012:

Checking Account	\$44,942.90
Scholarship Account	\$4,340.33
PayPal Account	\$3,501.67
<u>Money Market</u>	<u>\$44,439.16</u>
Total:	\$97,224.06

Championships checks that posted after September 30 that are not reflected.

Budget planning session:

Pins – brief discussion of the history of the discussion of the pins. Total expense was about \$500-\$800

Heather Petersen moved we drop the pin discussion until RMDS can function in the black. 2nd by Shannon Lemons. Motion passes unanimously.

Discussion on budgeting decisions:

- Adult Amateur – no programs currently scheduled for 2013, so just allowing a \$500 loss to support AA functions.
- Championships – Heather presented a budget from 2 White Feet for 2013's show, so the shown figures are from that budget. See addendum at the end of the minutes for the Championship Budget.
- Donations – CDI Sponsorship was discussed of why, how much, does it benefit the organization and is it worth it? **Shannon Lemons moved that we provide financial support in the form of a donation for 2013 to the Paragon CDI***, 2nd by MaryJo Hoepner. Pat Leech opposed, Heather Petersen abstained along with the proxy she held for Simone Windeler. Motion passes. MaryJo Hoepner moved that we donate \$2000 plus 4 ½ page ads and 1 email blast for the 2013 Paragon CDI***, 2nd by Beth Geier.** Discussion – MaryJo Hoepner challenged anyone that supports this motion also helps with getting sponsorship for RMDS Championships to help that show make money and such to cover our donations to other things. **MaryJo Hoepner called to question. Pat Leech opposes, Heather Petersen abstained and Simone Windeler's proxy abstained.**
- Scholarship is down on income for 2013 as we moved \$3000 into the account at the end of 2012 from the RMDS Championships profit.
- We returned to the Centaur near the end of the budget discussion.
 - The Centaur won 2 USDF GMO awards in 2012 – 1st Person Experience Narrative and General Interest Article.
 - The Centaur editor resigned recently. She perceived an attack but did not communicate to the board as to why she felt that way. Several communication attempts were made.
 - RMDS is working to revision the newsletter – biggest question is are we looking to profit from it or is it pedagogy. We have an opportunity for a clean break from our previous ways of working with the Centaur.
 - It has been noted that we need more input from folks – committees, chapters, members, etc. We need more advertisers – perhaps free classifieds? It would be nice to have some show results, health chronicles, book reports, photos, etc.
 - It was discussed that we go to publishing on paper every other month and do a enewsletter the other months. If we change the format, there was a discussion of how we'd handle advertisers.
 - What do we want to budget for our membership? Is this a large way we reach out to them and a good use of membership dollars?
 - **Beth Geier moved that we do a 6 month trial starting January 1, 2013 with printing hard copies of the Centaur on odd numbered months and doing enewsletters on the even numbered months and that we pay Nicole Bizarro a maximum of \$800 per month for the publication of the newsletters during that 6 month period. 2nd by Sally Shaffer. Motion passed, Nicole Bizarro abstained.**
 - **MaryJo Hoepner moved that we contract 2 commission based advertising solicitors at the rate of 15% commission on ads sold for new advertisers (defined as those with no current contract with RMDS). 2nd by Shannon Lemons. Motion passed unanimously.**

Rocky Mountain Dressage Society Proposed 2013 Budget			
2013 Budget	Income	Expense	Net Change
Adult Amateur	\$ 0	\$500	(\$500)
BOG Awards	\$ 350.00	\$5000	(\$4650)

BOG Banquet	\$5,700	\$5,700	0
BOG Meeting		\$1,700	(\$1700)
Centaur	\$ 16,100.00	\$ 24,500.00	(\$8,400.00)
Central Office	\$ 3,500.00	\$ 13,000.00	(\$9,500.00)
Championship/Breed Show	\$ 111,800.00	\$ 111,100.00	\$700.00
Clinics	\$ 2,375.00	\$ 1,705.00	\$670.00
Education / Expo	\$ 5050	\$5850	(\$800.00)
General / Interest	\$ 100.00	\$ 100.00	\$0.00
Jr/Yr Program	\$	\$ 500.00	(\$500.00)
Junior Camp	\$4000	\$3000	\$1000
Marketing	\$ -	\$ 1200	(\$1200)
Membership - Dues	\$ 44,000.00	\$ 22,000.00	\$22,000
Membership - Horses	\$ 8,500.00	\$ -	\$8,500.00
Misc. / Donation	\$ 1,000.00	\$ 3550.00	(\$1800)
Ominbus	\$ 12,500.00	\$ 16,000.00	(\$3,500.00)
Operating (USDF Conv/Treas Exp)	\$ -	\$ 3,000.00	(\$3,000.00)
Scheduling / Insurance	\$ 2,800.00	\$ 1,600.00	\$1200.00
Scholarship	\$ 800.00	\$ 2,000.00	(\$200.00)
Taxes / Legal / Audit	\$ 550.00	\$ 4,400.00	(\$3850.00)
Team Competition	\$ 2,000.00	\$ 2,000.00	\$0.00
Website	\$ 700.00	\$ 780.00	(\$80.00)
Winter Wake-up Show – gone			\$0.00
Total	\$ 221,825	229,185	\$-7360.00

Heather Petersen moved that we recommend the above budget to the board of governors. 2nd by Nicole. Motions passes unanimously.

President's Report by Lori Mitchell

No report

Office Manager Report by Beth Geier

Membership

- Membership for 799, 13 are Centaur only. 135 new horses registered since October 2011.

Shows

- Show Recognitions are starting to come in.
- TD Reports:
 - BVD So Long to Summer, Pendragon Stud, Last Chance – didn't attach them, but nothing stood out.

Centaur:

- Working on advertising for 2013.

Omnibus:

- Working on advertising – NEED HELP!!

Request from CSDA – report of median scores from the chapter. CSDA would like a different report for our membership.

Shannon moves we make query available to chapter presidents and for the determination of year end awards only. 2nd by MaryJo Hoepner. Opposed Sally Shaffer, Heather Petersen and the Proxy for Simone Windeler. Abstain by Beth Geier.

Next Executive Board Meetings (2nd Thursday odd months) – Romano's Italian Restaurant – 720-344-9530

**Jan 10 March 14 May 9
July 11 Sept 12 Oct? Nov 9-BOG**

**2012 - BOARD OF GOVERNORS DELEGATE COUNT
NOVEMBER 10, 2012**

<u>Chapter</u>	<u>Membership</u>	<u>Delegates</u>	<u>Members</u>	<u>Delegates</u>
AV	25	2		
BV	182	10	0-20	1
CS	63	4	21-40	2
FH	65	4	41-60	3
GV	53	3	61-80	4
HP	190	10	81-100	5
NC	93	5	101-120	6
PP	44	3	121-140	7
PR	14	1	141-160	8
WA	28	2	161-180	9
WC	27	2	181-200	10

No			201-220	11
Chapter	13		221-240	12
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Total	797	46	241-260	13
			261-280	14
			281-300	15

BE SURE TO NOTIFY THE RMDS SECRETARY OF THE NAMES OF ALL THE DELEGATES AS SOON AS POSSIBLE.

A Chapter shall annually elect from its membership delegates to the Society's Board of Governors. At a Board of Governors meeting, each Chapter shall be entitled to one (1) vote for every twenty (20) members or fraction there-of. Each Chapter shall notify in writing the Secretary of the Society as to how its voting rights are distributed amongst its delegates.

Adult Amateur by Beth Geier:

March 17

Sarah Martin Clinic : Teaching the Rider to Feel

Thank you Stellar Farm for the facility & demo riders : Donna Baxter & Leigh Romano

We made a profit of \$581.00 (\$531).

July 22

USDF Region 5 Youth & Adult Team Competition

There were 6 Youth Teams & 8 Adult Teams : 46 riders for 92 riders. 2 judges

Thank you for Tomora Training Center for donating the facility ; Simone Windeler & Amy Jablonovsky.

We made a profit of \$1625.56

For 2013, we hope to have the USDF Region 5 Team Competition again. We will help with the George Williams Symposium and anything else that helps Adult Amateurs.

Awards by Shannon Lemons:

Some trophies are unfixable – shannon has purchased permanent boxes for trophy storage - color coded and numbered for each trophy. Instructions in each box. All boxes for 67 trophies for under \$400.

Communications by Nicole Bizzarro

Mandatory Color tabs? Discussion concluded no, allow those who want black and white. Optional color printing for inards? Free classifieds for centaur? 210 for omnibus one page, show results?? Many things we need to consider for the 2014 omnibus.

Education Report by Michelle Anderson

PROXY to MaryJo Hoepner

"L" Judge Continuing Education 2013 – Saturday January 12

- Stellar Stables in Parker has agreed to host this session

- Gary has returned signed contract.
- USDF funding grant has been submitted and approved.
- Registration flyer to be forwarded to Lori for inclusion in December Centaur. Will also copy Beth for an email blast.

Technical Delegate / Show Management Education 2013 – Saturday February 9

- Heather Petersen engaged for show management and Veronica Holt for TD.
- Location is the Comfort Suites in Castle Rock. Contract pending.
- Registration flyer to be forwarded to Lori for inclusion in December Centaur. Will also copy Beth for an email blast.

Symposium with George Williams 2013, Feb 23-24 (Feb 22 w/instructors only)

- Symposium location will be Tomora Training Center in Greeley.
- George has returned signed contract and likes theme of The Training Scale.
- Reg V grant approved for minimum amount requested with promise of additional if we incur a loss.
- The Dressage Foundation grant application in progress.
- Finalizing rider application and guidelines and auditor application with Beth.

Discussion of lunch set up.

Junior/Young Riders by Julie Haugen
No report

PROXY TO BETH GEIER

Marketing by Sharon Soos

- Membership retention thoughts:
 - Contact people as to why you haven't renewed...
 - Discussion of western dressage....
 - 10 % kick back to chapter for omnibus ads and championships ads. Sharon will send to beth for email blast.
 - Put advertising material out at shows.
 - Putting in new inventory for shirts..
 - Get shirts out and about more

Scholarship by MaryJo Hoepner

- Linda Graber and Ann Edelman have written their articles for the Centaur.
- I have pinged Zoe and Gwen about theirs.
- Volunteer hours are in order for this year's recipients except for Linda. I sent her an email to remind her to turn in her hours to the central office and gave her a link to the form. (I know she has her hours, just hasn't reported them).
- Next years applicants need to send requests by November 30.
- Heather updated the application posted on the website.
- New volunteer guidelines were presented by MaryJo.
- **Beth Geier moves to accept the new volunteer guidelines attached to the volunteer form proposed by the scholarship committee. 2nd by Heather Petersen. 3rd by Sally Shaffer. Motion passes unanimously**

Shows by Susan Rudman

PROXY TO LORI MITCHELL

I truly feel the Championship Chair position is very valuable to RMDS. First of all I see Championships as an excellent opportunity to fundraise. Ads and sponsorship were both up from previous years. The Silent Action gave everyone a

chance for some bargain shopping of great items and earned RMDS over \$3,400. I also see Championships as an opportunity for dressage enthusiast to develop some camaraderie. The fashion show was packed! It added a fun event for all with no incurred cost to anyone. There were many involved in making this a great Championship and I thank everyone involved.

Zumba Class: NOT a success. Instructor and myself were the only ones in attendance. Could a different time have made a difference?

Executive Shine (boot shine): They were disappointed with the amount of business they received. I believe their location (by Willie's Wing's) was not optimal. Not having seen them on the grounds and not being informed they were at the horse park, led me to think they had not showed up. Could they go in the pavilion with the rest of the happenings for better visibility? Said they would be willing to come again next year.

Fashion Show: A hit! Well attended, all tables full, and enjoyed by those putting on the show as well as those watching the show. PA systems a down fall as sound was lost half way across the pavilion. Brian did say that the Horse Park does have a good system with large speakers that we could use. Just need to let them know. The day after I received positive comments from participating vendors and competitors and hopes that we'll do it again.

DJ: We hired DJ on Demand and they were very good. It would have been good to have him begin earlier than he did but had difficulty figuring time frame with awards ceremony and Kristi's horses' retirement ceremony prior. Our total cost was \$350.00, much less than the cost of bands in previous years. The DJ enjoyed working with us and have already offered us a discount for any future booking. Good company and I recommend them to any of you for your needs.

Silent Auction: We had 80 items up for auction! Elaine Haberman brought two thirds of the auction items, all of them very nice. There are some items left: one large print that we would like to auction off at the Awards Banquet; three Hermes items and three Dooney and Bourke purses and a pair of Goode Rider breeches and a pair of dav rubber boots that we will sell on ebay as we feel this way we can get more money for the items. Our current income is \$3,491.50. Yes, I would consider this a success! It also worked well to have the auction close on Sat. evening so folks could pick up items that evening and Sunday morning. There were still a number of items that I had to call on and meet up with folks to deliver but I have had to mail no items. Thank you everyone for your help on this one!

Advertisements: Not sure how effective I was here. I know there were ads from companies that I had contact with but the way the process is set up there is no contact that comes back to me. I only know that ads were up. Note from show management – ads for sponsors were up, but ads that were just ads were actually down from previous years.

Sponsors: RMDS had increased income from sponsors and I thank everyone involved with the process! Over \$9,000.00 income!

Prizes: I brought 13 donated prizes to Championships to be used as the management felt fit for high point, class winners, etc. Three were from Dover, six from Murdoch's, two from A Bit of Tack and two from a private individual, Terry Baker. Not sure if all were used. Note from show management – several items were not chosen and have been given to the Central Office to be used as auction items at the RMDS Awards Banquet.

Water: 16 cases of water was donated by Vitamin Cottage which I delivered to the horse show office prior to the beginning of the show. I used the water for the silent auction volunteers but I believe the rest remained in the office. Could the remaining bottles be used for the George Williams clinic? Note from Show management – only 4 cases were left at the completion of the show – the rest were used for show volunteers, officials and put out daily for competitors. Those 4 cases were given to the Regional Championships since it would not have stored well until next year.

Show Program: There was no acknowledgement of me as Show Committee Chair in the program. The only place my name appears in the program is as donating an item to Silent Auction.

My daughter, as a competitor, does not appear in the program. Her number (#301) is there, but her name is not associated with it. There were also not enough programs to go around. Are the programs proofed by anyone? Note from Show Management – there were some left over show programs, so all who wanted one received one. The rest were sent to advertisers who didn't get one at the show, USDF, and USEF with the results and then several were given to Marketing for promotion of RMDS and several were saved by show management to use for soliciting sponsors next year. As for listing of show chair of the committee in the program, we don't usually list the board but we can add that for next year if the board would like, we're also happy to list the committee if we know who they are but that information was not communicated to the show management.

And Permanent bridle tags were a huge issue this year – we will not be using them next year. That was why some with permanent bridle tags were not in the program – their numbers had already been assigned to other competitors before those with permanent bridle tags had entered. We were able to change things around so those numbers could be used but it was after the program went to print. The program goes to print at the last possible second, especially this year as sponsors and advertisers that worked with the show chair were unaware of deadlines. The program was proofed by 3 people in raw data format.

The sponsorship chair responsibilities need to be defined. My purpose was to make the Championships more of an event and to bring in more money as I view this as an excellent opportunity for both. I feel I accomplished these goals.

Lori has asked Susan Rudman to define her responsibilities...

Appointed Committee Reports:

Nominating Committee by Laura Speer

Nominations for 2013.

VP – Peter Soos

AA – Beth Geier

Awards – Shannon Lemons

Champ – open

Communication – Linda Gaber

Education – open

Jr/YR – Julie Haugen

Marketing – Sharon Soos

Scholarship – MaryJo thinking about it.

3 weeks to drum up people.

Banquet & BOG– November 12, 2012 from Laura Speer

Shannon Lemons would like 12 tables and to be able to get in the dinner room at 4pm.

Volunteer Retention and rewards:

- Going back to volunteer clinics was strongly suggested by several folks present.
- Can RMDS donate an auditor fee for a one day auditor? **Laura Speer moved RMDS donate 2 one day auditor passes for the George Williams symposium for use in the volunteer drawing during the RMDS awards banquet. 2nd by Heather Petersen. Motion passed unanimously.** Shannon will donate \$50 gift card for gas. Heather will donate another \$50 gift card for gas for a drawing of those volunteers who've volunteered 8 hours or more in 2012.

Heather suggested we recognize our top 5 volunteer hour reporters for the 2012 year during the awards banquet also.

Sally Shaffer gave a brief report on the USDF Region 5 Championships that were held in Heber, Utah.

MaryJo Hoepner moved we accept all chapter reports as written. 2nd by Joan clay – motion passed unanimously.

Chapter Reports:

Arkansas Valley **No Report**
Boulder Valley **No Report**
Colorado Springs

Jamee Amundson – PROXY to Lori Mitchell
Kim Lampert – PROXY to Heather Petersen
Patricia Leech

This year has been a volatile one for the CSDA board and membership. We have gone through some major changes and have more decisions to make regarding what the Chapter focus should be in 2013.

The RMDS recognized show hosted by CSDA this year, while small, was a success with a small profit. We accomplished this through tight control of our expenses, tremendous efforts on the part of our volunteers, competitors who were willing to take a chance on a new show management team, and some very welcome donations.

The membership is in the process of deciding what our focus will be in 2013 and beyond. To help with the decision making process, a survey was sent out to all of the members so that they could vote on what they felt the Chapter should do going forward. The results were discussed and voted on at the October board meeting.

CSDA general membership meetings are held the third Tuesday of every month and all CSDA members and their guests are welcome to attend. The meeting time, location, and directions are posted on the website at www.csdressage.org.

Foothills **No Report**
Grand Junction **No Report**
High Plains **No Report**
Northern Colorado **No Report**
Pikes Peak – **No Report**
Platte River **No Report**
Wasatch Mountains **No Report**
Western Colorado **No Report**

Lori Mitchell
Inka Spatafora – PROXY to Beth Geier
Wendy Cibis – PROXY to Lori Mitchell
Hana van Campen – PROXY to Joan Clay
Simone Windeler
Laura Speer
Linda Nickerson – PROXY to Lori Mitchell
Judith Family – PROXY to Beth Geier

Shannon brings up the scheduling of a Centaur meeting – committee – Lori, Nicole, MaryJo and Heather and Beth.

Sharon Soos made a motion to adjourn the meeting at 3:13 pm. 2nd by Sally Shaffer. Motion passed.

Sally Shaffer to reconvene, 2nd by Shannon lemons. Motion passes unanimously.

Shannon lemons Moves to move the \$3000 from the RDMS silent auction proceeds to scholarship, 2nd by maryjo. Motion passes unanimously.

Sharon moves to adjoun at 3:17, 2nd by Nicole, motion passes unanimously.

Respectfully submitted,
Heather Petersen, secretary

Proposed 2013 USDF Region 5 / RMDS Championships and Open Show Projected Budget

Awards – coolers, ribbons	\$4700
Fewer coolers to purchase – have a few left	
Facility	\$31,000
(\$27,853 in 2010 but no bedding so this Adds the bedding expenses)	
Fees – Judge/TD/EMT/Vet/Farrier/Announcer	\$27,125
Nicho (\$2000)	
6 judges for 4 day (\$500x24 = \$12,000)	
2 judges for 5 days (\$500 x 10 = \$5000)	
2 TD for 5 days (\$350x10 = \$3500)	
1 Vet for 5 days (\$400 x 5 = \$2000)	
EMT for 5 days/12 hours (\$25x60 = \$1500)	
Farrier for 5 days (\$225x5 = \$1125)	
Management Fees	\$13,500
Based on 18 arenas, 290 entries, 73 office hours	
Fees – USDF/USEF, Recognition	\$5800
Hospitality/Meals	\$5300
Parties, judges' meals, volunteers, etc	
Lodging	\$4800
Golf Cars	\$1000
Misc Expense/Supplies	\$1000
Volunteer gifts, DJ or band, Supplies	
Paid Workers	\$6630
Hospitality (\$600)	
Volunteer Coordinator (\$1000)	
Head Scorer (\$500)	
Barn Manager (\$1200)	
Awards (\$1000)	
Grounds (\$1250)	
Assistant Secretary (\$1080)	
Postage – results, banners, leftover USDF stuff	\$100
Printing – programs, tests	\$1900
Prize Money – futurity	\$250
Refunds	\$1000
Travel	\$7000
 Total Expenses	 \$111,105
(Compared to \$103084 in 2010)	

Income	
Entries - Based on 725 rides like 2010 of open show And championship classes mixed	\$40,500
Stabling -	\$37,000
Office fees – (290 horses)	\$14,500
Drug Fees (290 horses)	\$4640
Futurity Nominations	\$250
RV Hookups	\$2400
Late Fees	\$600
RMDS Scholarship	\$40
USDF/USEF Nonmember	\$300
Show Program Ads	\$300
Sponsorship	\$9500
Vendor Fees	\$750
USDF Grant Money	\$1000
Total Income	\$111,780
Projected Profit	\$675