

FINAL MINUTES

WDCTA State Board Meeting
Menasha Public Library
440 First Street, Menasha WI 54952
April 10, 2010

Call to order – Pam Doolittle, President at 10:12 AM.

Attendees: Pam Doolittle, SW; Mary Hanneman, SW; Caryn Vesperman, SW; Karin Steffens, UP; Anne Zaharias, UP; Liza Schneider, (Guest); Martha Flury, KM; Donna Thomas, SW; Chet Thomas, SW; Sue Genin, SW; Cassie Doolittle, (Guest); Angela Genin, SW.

Pam Doolittle introduced the guest, Liza Schneider, who is a specialist in Non-Profit organizations, to offer advice in problem solving for the betterment of the future goals of the organization.

Automatic Consent Business

Approval of WDCTA state board meeting minutes from February 20, 2010. Chet Thomas made a motion to accept the minutes.

Donna Thomas made a friendly amendment to the agenda to add the Historian report and the UP Publicity report. Mary Hanneman seconded and the motion passed.

Treasurers Report: Angela Genin, state treasurer, reported on Income Statement for the end of 2009. Angela has not been able to complete these as per inaccurate and missing information. She has been working from the statements provided by the previous state treasurer. Items in question are:

- Part of the split of the funds for the Greg Foran award funds were not transferred
- Inaccurate explanation of some of the expenses
- Missing receipts
- Member of the Year saddle pad award to be given to Martha Flury (this has not been received by Martha. Brynn Hanson from the previous board was to have bought it, so far Brynn has provided no pad or no check to reimburse the account.)
- Ending balance of state checking account; \$8,612.76

2010 Checking balance; \$18,290.76

Annual meeting questions that still need to be addressed:

- Hotel Bill – Was \$500 deposit taken out of statement?
- Lunch expenses to be taken out of banquet budget and put into board meeting expenses
- Award expenses to be taken out of banquet expenses and put into award expenses.

Membership: Mary Hanneman reported that the GMO membership total was 141. Mary brought up the USDF “Go Green” Program. We would have to have 50% of our

membership in to USDF by December 31st to participate in the program. She proposed to change our calendar year to coincide with USDF's calendar year. **Anne Zaharias made the motion to adjust WDCTA's calendar year to coincide with the calendar years for USDF and USEF. Karin Steffens seconded the motion.** The discussion of changing the year brought up that it would need to be changed in our bylaws and that for the first year, members would be losing a month of membership due to the switch from the year ending at the end of December to the membership ending at the end of November. Motion passed.

Additional discussion on membership was that USDF is raising its rates. The question was, do we also raise our rates to include the additional costs to the GMO. Additional discussion as to the rates for families and business members ensued. A committee will be formed to research the prices of family and business memberships. Mary will chair the committee, along with Caryn Vesperman and Angela Genin.

Chet Thomas had a question about being a board member, must you have an individual membership or can you be part of a family membership. That question was referred to the bylaws committee. There was also discussion as to additional membership charges to people who request hard copies of the newsletter. The committee will report their findings at the August meeting. Mary reported that the welcome letter and membership card was not working out. There will not be a membership card.

Awards Committee: Mary Hanneman reported that there are 8 approved schooling shows. So far, 8 horse and rider combinations have signed up for awards. There was a question of "Opportunity Classes" being eligible for awards. **Anne Zaharias made the motion to accept "Opportunity Classes" for awards as long as they fill the requirements for WDCTA awards, they will be counted as schooling show scores. Angela Genin seconded.** Motion passed. Another question was whether to accept gaited horse classes towards WDCTA year end awards. The board decided that the issue should be handled by the gaited horse association of the rider's choice. USDF rules will apply.

Bylaws Committee Update: Pam Doolittle and guest, Liza Schneider reported. Pam reported that she has been to chapter meetings around the state and there will be a summery in the newsletter. She reported that there was a positive response from the members. Topics discussed were:

- Award and schooling shows
- Basic education for new riders
- Young riders programs
- Job descriptions for chapter and board officers
- Survey – whether to poll current and past members about the organization
- Name change
- Changing chapter structure
- Current interests and ideas
- Come up with a Marketing strategies

Liza Schneider from the firm "Philanthropy De La Bey, a non-profit specialist added her recommendations.

- Need better communication from WDCTA to reach regions
- Need board descriptions and evaluations
- Need in the Bylaws for a lawyer to look through the rules. Currently the board is not protected against lawsuits as per Chapter 181 of the State Statutes.

- Creative memberships; offer levels of engagement, ex: “Gift in Kind” membership, not normal membership. Reaching out to people who might not ride.

Liza was invited to join the Bylaws committee.

Action item for August meeting: *Liza also suggested that the board visualize “What kind of organization do we want to be in 5 years.” To do this each board member is to bring in 3 pictures that focus on what we feel is important to us for the future of WDCTA.*

Newsletter: Caryn Vesperman reported that the newsletter is getting favorable feedback. New members will receive past newsletters. She asked that calendar items to be sent to her.

Website: Caryn reported for Stephanie Severn and Erin Whalen. Stephanie, Caryn and Erin met to discuss new website design. They reported on the use of E-Commerce, and Paypal. Cost would be \$83 per year. The set-up for processing fee’s would (merchant) would be \$400. The cost for E-Commerce would be approximately \$1,000 not including singular transmission fees. They recommended that we need to get the website up and running as soon as possible. Erin’s fees of \$350 are due in June. An additional fee of \$150 - \$250 is possible. The committee is asking for a basic budget of \$650 for an operation. **Mary Hanneman made the motion to give the website an operating budget of a maximum of \$650. Karin Steffens seconded the motion.** Martha Flury opposed. Motion passed.

Historian Report: Anne Zaharias and Donna Thomas reported that they have not received any of the information archived from the grievance from Cindy Ruetten. Cindy has requested that she needed reimbursement for \$20 for a jump drive in order to get the information to Anne. **Martha Flury made the motion to pay Cindy Ruetten \$20 for the jump drive to get the information from the grievance. Chet Thomas seconded.** Motion passed.

Librarian Report: Donna Thomas reported that the lists of books and DVD’s are on the website and in the newsletter. She would like to re-evaluate at the end of the year due to the cost of mailing materials.

Vice-President Report: Martha Flury reported that *Wisconsin Horseman’s News* printed articles in the January and February issues. The next article will be in the April issue. Pam requested that she receive copies and that copies of all articles be sent to the Historian as well. Advertising for WDCTA was printed in the Mid-West Horse Fair publication. It was discussed that chapter presidents get guidelines for where to publish activities and contact information.

New Business: Pam Doolittle expressed a need to cut down the agenda as time was running out.

Item C: She reported on the action plan for inclusion of members joining from N, NE, C, and E chapters.

Action item: *Karin Steffens and Martha Flury will share their calendars to send to members with out a chapter affiliation.*

Annual Meeting for 2011: Date – February 19, 2011. The key note speaker suggestions are JJ Tate, a rider/trainer from Wisconsin who went through the local level, and JR/Young Rider program to national and international levels of competition. She used a Sports Psychology focus. Mary will pursue gathering information and contacting JJ. Caryn will pursue dates for Gerd Heuschman and if it would be feasible to have a clinic in February. The meeting will be family oriented to include spouses and children. Location to be determined, Angela Genin will check into the costs of Sundara Spa in the Wisconsin Dells area. Break out sessions could include activities to include families, such as ballroom dancing.

Item E: Status of WDCTA representative to the Wisconsin State Horse Council; Caryn will go to the meeting.

Item G: Instructor Certification Program. Donna Thomas made the motion to table the discussion until the August meeting. Mary Hanneman seconded. The idea on whether to do the whole thing and move it around the state or possibly work with IDCTA was discussed. Motion passed.

A motion to adjourn was made by Caryn Vesperman, seconded by Anne Zaharias. Motion Passed. Meeting adjourned at 2:40.

Association Notes for business conducted through email communication between April 10 and August 7:

Additional Motion dated 7/1/2010 from Stephanie Severn:

I move to renew our contract with Erin Whalen for the 2010-2011 year as follows:

Stephanie Severn made the following motion:

\$350 Due to Erin to continue maintenance of the current site. Due immediately.

\$350 Due to Erin upon launch of the redesigned site, scheduled to happen sometime this fall. Erin will include the maintenance for 1 year from the launch date of the new website. Additional design fees for PHP may apply.

Caryn Vesperman seconded the motion. Motion passed via electronic communication.

Additional Motion dated 7/1/2010 from Stephanie Severn:

I move that the WDCTA State send a \$100 donation to the Region 2 JR/YR program.

Seconded by Chet Thomas. Motion passed via electronic communication.

Respectfully submitted,
Sue Genin
WDCTA Board Secretary