



**Wisconsin Dressage and Combined Training Association
(WDCTA)
State Board Meeting—Minutes
Oct 12, 2020**

Call to Order: 7:02pm

Location: Conference Call

Attendee	Y/No	Attendee	Y/No
President – Stephanie Severn	Y	SW Chapter President – Haley Madden	Y
Vice President – Haley Madden	Y	SW Chapter Rep – Mary Barr	Y
Secretary – Melinda DeLuca	Y	SW Chap Alternate–Rachel Olson	N
Treasurer – Mary Hanneman	Y	KM Chapter President – Melinda DeLuca	Y
Membership – Diane Brault	Y	KM Chap Rep – Morgan Winter	Y
Newsletter – Caryn Vesperman	Y	KM Chapter Alternate – Becky Rutkowski	N
Webmaster- Stephanie Severn	Y	UP Chap President – Donna Destrampe	Y
Member-At-Large – Nicki Butler	Y	UP Chapter Alternate – Tina Ozanich	N
Member-At-Large – Sue Genin	Y	JR/YR Rep – Mary Barr	Y
Member-At-Large – Carol Hines-Stroede	Y	Communications (WHC rep)- Stephanie Severn	Y
Central Chap President –Cari Schmidt	Y	Awards Chair– Marie Caldwell	N
Central Chap Alternate- Corey Winkler	N	Past President – Mary Hanneman	Y
Kathy Caspary	N		

SW- Southwest, KM – Kettle Moraine, UP – Upper Peninsula

Agenda

Nicki moved to approve agenda. Motion seconded by Carol, passing unanimously.

Reports

A. Treasurer – Mary Hanneman

The following reports were reviewed:

- Check register to-date
 1. Check register reviewed – only two changes since last report (membership checks deposit & liability insurance refund)
- Income Statement to-date
 1. Reviewed. Income and spending nearly equal at this time.
- Balance sheet
 1. Reviewed
- **Action Item:** Chapters that paid \$600 or more to any clinician, facility, judge, etc during 2020 must have a W-9 form completed by the individual/facility and mail to Mary H. ASAP.

- WDCTA State and SW chapter bank accounts currently are “connected” and have the same signers. Our bylaws require chapter accounts to be separate from the State account. Accounts will be separated after elections and new membership year (Dec 1st).
- **Action Item: All Chapter bank accounts need to be listed under WDCTA’s tax ID number (also known as EIN – Employer Identification Number); chapter Presidents & Treasurers should check to see whether their accounts are set up using the correct ID number. Check with Mary H. if you have any questions.**

B. Secretary—Melinda DeLuca

- Nicki made a motion to approve the June 8, 2020 minutes. Seconded by Carol. Motion carried to approve the minutes.

C. Membership – Diane Brault

- Current membership is 165. Membership same time last year was 174. Twenty-nine new members.
- Early Bird drawing – Agreed to the early bird drawing for members joining by Nov 20th with a saddle pad as the reward.
- Growing GMO – Agree to the growing GMO. **Action Item: Diane to send details to Caryn for posting in newsletter.**
- It was decided to pass on the idea of maintaining membership award for a second year.

D. Governance—Stephanie Severn

- Chapters need to conduct elections for chapter officers.
- **Vision, Mission and Purpose Statement Draft** was reviewed. The idea was to incorporate dreams and aspirations. A couple of issues were discussed but in the end it was decided that Caryn would make the suggested changes and send out for email voting. **Post Meeting Note:** A revision was sent out via email for review. Cari made a motion and was seconded by Mary Hanneman to approve the proposed Vision, Mission and Purpose statement as revised by Caryn on Oct 13th. Motion carried by voting Oct 18th to Oct 23rd. See addendum for the revised Vision, Mission and Purpose statement which was approved.
- Strategic & Succession planning
 - A review of each board member job description was requested to add critical dates and details pertaining to the position.

E. Website.

- Some software updates

F. Newsletter

- Please send in articles or photos

G. Awards Program

- No scores have been received to date. Consider sending out an email as a reminder.
- H. Chapter Reports (due to COVID-19 pandemic, most events have been cancelled or postponed and meetings either conference calls or virtual.)
- SW
 1. Meeting planned at end of month for elections.
 2. Currently looking for 5-6 volunteers to assist in the Mini-Event
 - KM
 1. Meeting for elections planned tomorrow
 - Central
 1. Held meeting last week
 - UP
 1. Meeting planned end of the month
- I. Jr/YR – Mary Barr
- Planning for Ride-a-Test will continue
 - No applications have been received for the Mentor-Youth therefore the program is being cancelled.
- J. Communications
- No updates
- K. Horse Council- Stephanie
- During the September call it was decided to continue paying the lobbyist but at a reduced fee.
 - Currently deciding whether to conduct the 2021 Midwest Horse Fair.
- L. Scholarship – Haley
- No activity

On Going Business

- A. Financial Policies and Procedures - Donna
- Currently working on the following issues:
 1. Purchasing procedures
 2. Chapter responsibilities to include that at each meeting the Treasurers report is presented and voted for approval with a motion.
 3. Procedure for purchasing liability insurance
 4. Need to add information on how PayPal is used
 5. Developing an expense report form which must be signed by the person submitting the form. Stephanie indicated she would develop.
- B. 2021 Midwest Horse Fair
- Sent in application will hear back if accepted 1st week of November.

New Business

2020 Future Meeting Dates

- A. Nov 9th
- B. Dec 10th

Future Dates

USDF Conventions:

- 2020 Omaha, NE – Changed to all-virtual event
- 2021 Houston, TX

Adjournment

Nicki made motion to adjourn meeting, seconded by Stephanie passing unanimously.

Minutes respectfully submitted by: Melinda DeLuca

Addendum:

Vision:

To be a member-driven organization, providing inspirational and educational opportunities in the disciplines of dressage and eventing, that encourages and supports our members and their riding dreams.

Mission:

Inspire and support our members' dressage and eventing dreams.

Purpose:

WDCTA, as a GMO of the USDF, is an educational non-profit organization that promotes systematic and correct dressage and eventing training; fair and humane horsemanship and care; and a valued partnership with our horses. We focus on educational events centering on time-honored training systems, promote member educational opportunities through our scholarship program, electronic publications and online social media, recognize member accomplishments, and foster camaraderie through our equine social events. We work closely with our national dressage and eventing federations to support their efforts to promote dressage and eventing and ensure the welfare of our horses in these disciplines to the public.