

## Board of Directors Minutes October 20, 2020 6:00PM EST

### I. Welcome & Call to order

- a. In Attendance: Dr. Rosanne Palermo, President (late with notice, joined at 7:20pm), Marquis Laude, Vice President, Allison Thomas, Secretary, Eric Smith, Treasurer, Angie DePuydt, Director, Charlotte Dumford, Director, Mathew Jenkins, Director, Jason Tice, Executive Director
- b. Conflicts of Interest: Ms. DePuydt is listed as a potential Mentor for the Mentor Program and so will recuse herself from discussion regarding the selection of Mentors.

### II. Correspondence

- a. None.

### III. Treasurer's Report-

- a. Mr. Smith presented the September 2020 Month-End Financials.
  - i. Balance Sheet
    1. Total Assets: \$440,717.47
    2. Total Liabilities: \$1,087.43
    3. Total Liabilities & Equity: \$440,717.47
  - ii. September Profit & Loss
    1. Total Income: \$414,636.10
    2. Total Expense: \$389,218.76
    3. Net Income: \$25,417.34
  - iii. **Motion made by Mr. Smith to accept the September Treasurer's report. Motion seconded by Ms. Dumford. Motion passes unanimously.**

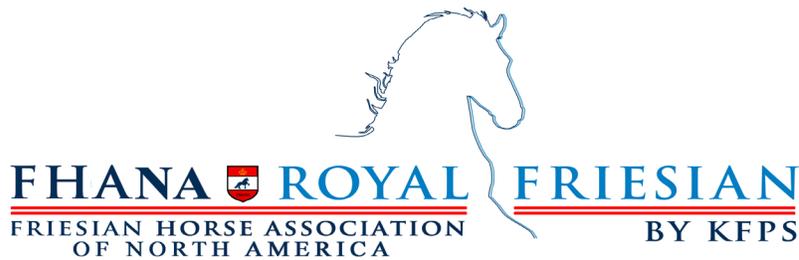
### IV. Consent Agenda – Ms. Thomas asked whether motions could be included in the Consent Agenda due to two motions being included in the September agenda. Her understanding was that motions were always to be separate. Ms. Dumford and Mr. Laude voiced that they had thought the same thing. Mr. Smith said he was aware they could be in the consent agenda. It was agreed to pull forward the minutes from the August 20, 2020 Membership Committee meeting to be discussed. **Motion made by Mr. Smith to accept the Consent Agenda as presented. Motion seconded by Mr. Jenkins. Motion approved unanimously.**

### V. Executive Director's Report

- a. **Membership:** Our membership is currently at 1498. Renewals for 2021 start mid-November.
- b. **DNA Issue:** None currently.
- c. **Quickbooks:** There was an issue with our Quickbooks which has since been resolved. Jason would like to consider switching this to the online version for 2021 at the cost of \$25/month.
- d. **Server:** If our Quickbooks changes to online, then there is potential to switch our server to a cloud platform. This would potentially offer hosting for our conference calls and webinars as well.

### VI. Committee Reports

- a. **Membership Committee:** Mr. Jenkins presented the new Mentoring Program outline that the committee has put together. This includes Mentoring Handbook and list of proposed mentors. The Mentoring

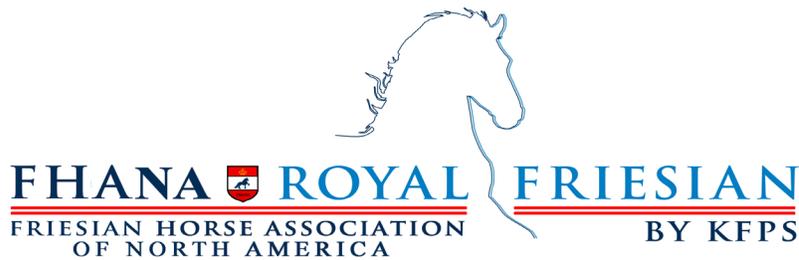


Handbook has been put to use already with some of the committee members answering questions for new people on social media and has been well received. The committee has discussed rules around who can be a mentor and how they would apply for this. Ms. DePuydt asked whether mentors would be assigned based on geographical areas – this is not currently the plan. Ms. Dumford had favorable thoughts about the handbook. Mr. Laude suggested that approval of the Mentoring Program be put to the November meeting so that there was more time to read through the information. Ms. Thomas asked whether mentors would be assigned based on the interest of the members. She suggested this may help avoid putting the mentors into a position where a conflict of interest would come up. Mr. Jenkins felt this was unnecessary. He suggested that mentors be selected by the Membership Committee Chair and be approved by the FHANA Board President. Board members will read over the proposed program setup and provide feedback to the committee.

**Mr. Jenkins** also presented the new Future FHANA program. This is proposed to be a subcommittee under the Membership committee. Categories will be divided into Youth (Under 18) and Future FHANA (18-30) members. Membership in the program will be \$50 annually. Future FHANA members will receive the magazine, a FHANA coloring book. Members who are already full FHANA members will receive just the coloring book. In future there will be a planned breakout session at AGMs for Future FHANA members, and starting in 2022 the committee will work on planning events such as a camp or clinic. All products and events would be self funding through memberships and sponsorships. Ms. Dumford asked whether there would be mentors available for Future FHANA members. Mr. Jenkins clarified that there will be mentors specifically for each age category and these mentors would undergo all necessary background checks before being accepted to the program. USEF Safesport will also be investigated as a possible requirement. **Motion made by Mr. Jenkins to approve the Future FHANA Program as presented. Motion seconded by Ms. DePuydt. Motion passes unanimously.**

- b. **Inspection Committee:** Mr. Laude presented a request from the Inspection committee for FHANA to support the production of additional educational initiatives to educate members about inspection issues. This would include creating videos and hosting webinars. Topics such as how to condition and groom horses, how to train in hand so runners can best show a horse, and how to best show gaits in line with the KFPS breed standards would be covered. The board agreed that these would be valuable. The Education Committee is already at work on a number of these initiatives and will continue to do so. The idea of an AGM Speaker covering the topic of runners and how to run horses to maximize their performance was also brought up by the committee. This has already been discussed at the AGM Committee level and will be considered on the list of possible speakers for the 2022 AGM. The board discussed at length the topic of runners and how they will be handled in the future. After extensive discourse, it was decided to hold a special board meeting in the future to deal with solely the topic of runners.
- c. **Finance Committee:** Mr. Smith presented the forecasted year end for the 2020 budget. At the current time, it is forecasted that we will have a neutral budget for the end of year. The fluctuations expected before the end of the year are in membership dues and how many people will renew in the 2020 calendar year.

Mr. Smith then presented the proposed 2021 budget. Major changes from previous years are that the ABFP line item has been left off as there is currently no plan for an ABFP testing to occur in 2021. If it does occur, it will be an income neutral item as expenses are offset by income. The Marketing budget is also higher in 2021 than previously as there are numerous initiatives this committee plans to undertake in 2021. Ms. Thomas suggested this would be an appropriate time to discuss the Membership meeting minutes from the September Consent Agenda as they had a direct impact on the budget. **Mr. Jenkins**



**motioned to use The Friesian Horse books in the Welcome Package as gifts for new members and allocate \$1,938 in the Budget for additional postage expense. Ms. DePuydt seconded.** Jason reminded us that these motions were approved in the previous Consent Agenda and so did not need to be remade. To consider overturning the previous decision, a motion would need to be made to overturn the motion. **Motion was withdrawn by Mr. Jenkins. Ms. Thomas motioned to overturn the motions that were approved in the Membership Committee Meeting 08.20.20 Minutes. Ms. Dumford seconded.** Ms. Thomas expressed concern that the expenses to ship the "The Friesian Horse" books had originally been approved on the understanding that they were to be a sales item. The expense involved was approximately 2500 euros to ship 250 copies of the book. Of those 250 copies about 50 have been sold. Ms. Thomas felt that giving away such an expensive item, added to the cost of the additional shipping, needed to be carefully thought about with such a tight budget. Ms. DePuydt mentioned that offering these to members was in line with the Strategic Planning goals for the Education Committee. The books contain a lot of information that answers commonly asked questions by new Friesian owners. Dr. Palermo felt that this was an appropriate use of Marketing Committee funds. Ms. Dumford agreed. Mr. Smith noted that this additional expense has been accounted for in the proposed 2021 budget. **Motion to overturn was voted down unanimously. The original motion stands. Motion made by Mr. Smith to approve the proposed 2021 FHANA Budget as submitted. Motion seconded by Ms. Thomas. Motion was approved unanimously.** Mr. Smith noted that at this time, the Finance Committee is not making a recommendation regarding re-investing FHANA's existing Certificate of Deposit until financial market conditions stabilize.

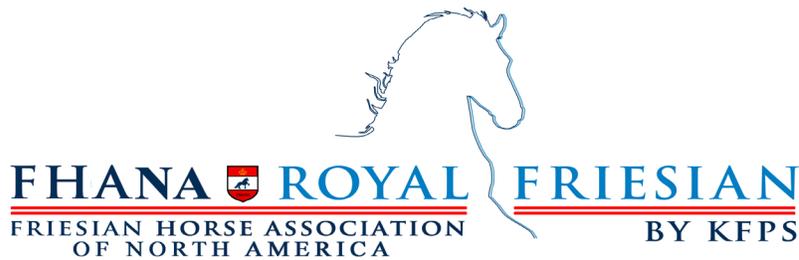
## VII. Review Items

- a. **2021 FHANA Election:** The election timeline is set and nominations begin November 1, 2020. It was asked whether the existing incumbents will run again. Ms. Thomas and Ms. Dumford confirmed that they will both run again should they receive the nominations.
- b. **AGM:** Ms. Thomas brought up that in order to proceed with planning the 2021 Virtual AGM, a decision must be made as to where it will be held. **Motion made by Ms. Thomas to hold the 2021 AGM in Lexington, KY. Motion seconded by Ms. Dumford. Motion was approved unanimously.**
- c. **FHANA Booth:** A new application form for borrowing the FHANA Booth was presented. The new form includes a damage deposit and a fee for shipping. Mr. Jenkins felt that this will encourage chapters to purchase their own marketing materials, which can be done through the Marketing Committee. This will cut down on wear and tear to the official FHANA Booth. Ms. DePuydt asked how this will apply to committees that reserve the booth for events, such as Education Committee attendance at auctions and other shows. Mr. Jenkins felt this would still be paid by the committee and a member would need to put a deposit down. Ms. DePuydt and Jason will discuss this outside of the meeting and work on a procedure for committees to follow with the booth. **Motion made by Ms. Thomas to accept the amended FHANA Booth application form. Motion seconded by Mr. Jenkins. Motions was approved unanimously.**

## VIII. Discussion Items

## IX. Board Round Table

- a. Mr. Laude asked whether awards for the FHANA Virtual Show had been sent out yet. Jason and Mr. Jenkins stated that awards have been sent, and thank yous to the event sponsors have also been sent. Results of the show have also been posted to social media.
- b. Mr. Jenkins brought up the concern of runners. He believes that FHANA should take a strong stance on the issue and be very clear that FHANA does not support the site hosts hiring undocumented runners. He suggested pursuing the educational offerings that would teach members how to best condition and



present their own horses. Dr. Palermo agreed. Ms. DePuydt asked about a survey that was to be sent to members to see what information they needed in this regards. Dr. Palermo suggested that the question be posed to members to find out what support they need. Mr. Jenkins suggested that a list of potential videos be compiled and then sent to the membership to have them prioritized. Ms. DePuydt mentioned that the Education Committee is currently working on some of these videos. She will put together a list of the ones that are planned so that they can be prioritized.

There was extensive discussion about how to undertake a runner initiative. Mr. Jenkins suggested the wording should reflect that it is up to the owner rather than the site host. Ms. Thomas suggested adding the wording to the Inspection Entry form so that all entries sign and agree to it when entering their horse in the inspection. The wording was decided as follows:

“Horse owners are responsible for presenting their own horse or arranging a runner to present their horse at KFPS/FHANA events.”

- c. Mr. Jenkins mentioned that the Membership Committee is working on a unified code of conduct. Mr. Laude brought up that this had largely been completed by the Rules and Regulations Committee. The Membership Committee will work to include this and all other versions of the Code of Conduct into one that applies to all members. Ms. DePuydt suggested that this code of conduct be attached to the membership renewal form so that all new and returning members sign and agree to it when they renew. This issue was raised due to a member who had been verbally abusive to both FHANA and KFPS staff. The board discussed and agreed that a letter would be drafted and sent to the member explaining that the behaviour was not acceptable and any further abusive language towards FHANA staff would result in the member becoming a Member in Bad Standing.

## **X. Good of the Order**

- a. Next meeting November 17, 2020, at 6:00PM EST via teleconference. Future meeting December 15, 2020, at 6:00PM EST, subject to change.

## **XI. Adjourn**

- a. Mr. Smith motioned to adjourn. Motion seconded by Ms. Dumford. Meeting adjourned at 8:40 pm EST.