

ADA Board Meeting, January 26, 2015—Minutes

Attendance: Daralene Capps, Charlene Cohen, Karen Duplantis, Ardene Eaton, Lauren Eaton, Linda Kelley, Grace McCall, Jennifer Spencer and Marti Miller (notes taken by Marti Miller)

Meeting Place: Kaladi Brothers Coffee on East Tudor Rd.

Start time: 7:10 p.m.

Minutes: Approved minutes from December 1, 2014 meeting, as amended

Treasurer's Update (from Anne Hancock via email)

- As of 12/31/14 we have \$11,623.23 in the bank
- 2014 income was \$30,755.74
- 2014 expenses were \$30,575.99
- Board is interested in getting a breakdown of the Banquet expenses and income

2015 Show Season:

- Spring Festival, June 13 and 14. Judge Fran Dearing-Kehr; TD Sigrun Robertson; Manager Jennifer Spencer; Show Secretary Anne Hancock
- July Jubilee I, July 17 and 18. Judge Sue Mandas; TD Meredith Ferland; Manager Jennifer Spencer; *need Show Secretary*
- July Jubilee II, July 19. Judge Dinah Babcock; TD Meredith Ferland; Manager Jennifer Spencer; *need Show Secretary*
- Biggest Event Ever, August 15 and 16. Judge Christel Carlson; TD Debbie Moloznik; Manager Daralene Capps; Show Secretary Kerri Geppert
- Proposal on the table for making the Horse of the Year and Rider of the Year perpetual awards. Daralene has a catalog with suitable glassware and pewter items that we might consider.

2015 Officer Election:

- President: Jennifer Spencer (and Chair of Events Committee)
- Vice President: Daralene Capps
- Secretary: Marti Miller (does not do newsletter)
- Treasurer: Charlene Cohen
- Senior Board, Advisors: Karen Duplantis, Ardene Eaton, and Linda Kelley
- Junior Board: Lauren Eaton and Grace McCall

2015 Other Items:

- Raena has volunteered to continue doing the website. Charlene will give her the show dates to post. Is Raena handling the show insurance?
- Anne Hancock has volunteered to continue doing the taxes and 1099 forms. She is also willing to order ribbons
- Tabled discussion of Ride-a-Test event for future meeting

Next meeting: Monday, February 23, 2015, 6:30 p.m. at Kaladi's

Adjourn: 8:00 p.m. (note—Kaladi's closes at 8 p.m.)

ADA Board Meeting, February 23, 2015—Minutes

Attendance: Jennifer Spencer (Pres), Daralene Capps (VP), Marti Miller (Sec), Charlene Cohen (Treas), Ardene Eaton, Linda Kelley; Junior Board: Lauren Eaton, Grace McCall

Meeting Place: Kaladi Brothers Coffee on East Tudor Rd.

Start time: 6:45 p.m.

Minutes: Approved minutes from January 26, 2015 meeting, as submitted

Treasurer's Report

- As of 1/31/15 we have \$11,293.73 in the bank
- Charlene has been added as an authorized signer on the checking account
- Anne Hancock inventoried the ribbons we have in stock and Char ordered the additional ones we will need for 2015
- Char will follow up with Raena regarding show insurance
- We believe Anne has already submitted the IRS Non-Profit E-filing for 2014

2015 Show Season:

- A scheduling conflict, of which we were previously unaware, has been resolved. The July Quarter Horse Show has been moved to the Palmer Fairgrounds so it no longer overlaps with our July 17-18 and July 19 shows
- Anne Hancock will be the official Secretary for the July Jubilee I (July 17-18) and July Jubilee II (July 19) Shows, but for Friday, July 17, Daralene Capps will substitute for Anne
- The Materiale class will again be included in the 2015 Omnibus
- If we add a Western Dressage class to the rated shows, we would need to make sure the judges are certified for same. Alternatively, perhaps our first foray into Western Dressage should be at a schooling show?
- All Omnibus material (updates, additions, advertisements) must be submitted to Linda by 4/15/15

Other Items:

- Jennifer will host another wine tasting event this year—date to be determined
- We plan to hold a Ride-a-Test Event at Diamond H before the June 13-14 Show. Thursday, June 4 would work for us, but we need to check with Diamond H.
- Possible judges for Ride-a-Test Events include Deana Johnson, Sigrun Robertson, maybe Kathy Gliva

Next meeting: Thursday, March 19, 2015, 5:30 p.m. at Kaladi's

Adjourn: 7:50 p.m.

ADA Board Meeting, March 19, 2015—Minutes

Attendance: Jennifer Spencer (Pres), Daralene Capps (VP), Marti Miller (Sec), Charlene Cohen (Treas), Karen Duplantis, Ardene Eaton, Linda Kelley; Junior Board: Lauren Eaton, Grace McCall

Meeting Place: Kaladi Brothers Coffee on East Tudor Rd.

Start time: 5:42 p.m.

Minutes: Approved minutes from February 23, 2015 meeting, as amended

Treasurer's Report

- Current balance of bank account is \$10,898.67
- Show insurance will be filed soon.

2015 Show Season:

- Daralene, Charlene, and Jennifer met with WCCEC Board members, Nancy Burroughs and Deanna Quinn, regarding 2015 ADA shows. WCCEC will make sure that the out houses are cleaned and supplied by the night before each show. If we wish the arena to be dragged at lunch time on a show day, we need to notify them one week prior. The contracts will reflect these agreed upon items and should be sent out soon.
- Daralene Capps will officially be co-Show Secretary with Anne Hancock for the July Jubilee I show (7/17-18/2015).
- Daralene has emailed the EMTs to make sure they get our show dates on their calendar.
- We still need to arrange show veterinarians. Jennifer has not been able to get ahold of Dr. Janelle Moerlein using the contact information we had for her last summer. Linda Kelley will check with Ravenwood Vet Clinic in Eagle River to see if Janelle or someone else on staff there might be able to serve as our show vet. If that doesn't pan out, we next will try Dr. Wellington.
- We need to pin down show farriers too. They do not need to be on site, but available within 1 hour. Someone will check with Deb Averitt. We might also consider Josh Morris, but does not work on Sundays. Heidi Larrabee might also be a possibility.
- All Omnibus material (updates, additions, advertisements) must be submitted to Linda by 4/15/15. Linda has heard back from some advertisers and is waiting for more. During the meeting Lauren Eaton got a commitment from her father to place a full-page ad for E/P Roofing.

Other Items:

- Equifest is scheduled for May 16, 2015. Junior Board members, Grace and Lauren, will host the ADA booth. We might borrow a pop-up tent for this from Anne or Karen. In addition to the booth, ADA would like to have some demo rides: perhaps Linda doing a Freestyle on Dunny (who is 25 this year!), maybe Grace riding a Western Dressage test, maybe bring in Polo and the Haghghi girls?
- WCCEC is willing to pay for paint to freshen up the judge's booth; Lauren and Grace said they would be happy to take on the painting project. They plan to power wash the booth beforehand (Grace thinks she can borrow a power washer. Is there enough hose available?)
- We will hold a Ride-a-Test Event at Diamond H on Thursday, June 4, 3-7 p.m. Linda McQueary is donating use of the outdoor dressage arena—thank you Linda! We still need to arrange a judge: Deana Johnson and Sigrun Robertson are both possibilities. We could even have both judge from different perspectives.

- Spring Newsletter—Karen Duplantis will work on this and will aim for 5/1/15 distribution. Items to include: President's letter, the summer show schedule, Ride-a-Test announcement, Wine Night announcement, a reminder to renew memberships, and a plea for show volunteers.
- ADA website needs to be updated to include current membership and recording forms (right now, 2012 forms are posted).

Next meeting: Saturday, April 11, 2015, 10:00 a.m. at Starbuck's, Tikahtnu Commons

Adjourn: 6:45 p.m.

ADA Board Meeting, April 11, 2015—Minutes

Attendance: Jennifer Spencer (Pres), Daralene Capps (VP), Marti Miller (Sec), Charlene Cohen (Treas), Karen Duplantis, Ardene Eaton, Linda Kelley; Junior Board: Lauren Eaton, Grace McCall

Meeting Place: Starbuck's, Tikahtnu Commons

Start time: 10:10 a.m.

Minutes: Approved minutes from March 19, 2015 Board meeting, as amended

Treasurer's Report

- Current balance of bank account is \$8,998.34
- Show insurance is done
- Anne previously completed the 2014 IRS electronic filing (ePost Card)
- Char completed the State of Alaska Biennial Non-profit filing (\$25)
- Ribbons are on order
- Char is waiting to hear from Nancy Burroughs regarding the AHC show forms for 2015

Equifest:

- Equifest is scheduled for Saturday, May 16, 2015, 10 a.m. to 4 p.m. at Chamberlin. There will be booths, food, a parade, and demo rides
- Karen will bring a tent and table for the ADA booth, which Junior Board members, Grace and Lauren, will host
- The booth will display the ADA banner (which is in the ADA building) and will have membership forms, recording forms, and the 2015 show schedule
- Demo rides will be provided by Linda (riding Dunny in a Musical Freestyle) and Grace (riding Mr. T in a Western Dressage test)
- Karen will submit Equifest rider participation forms for both Linda and Grace

Ride-a-Test event:

- We will hold a Ride-a-Test Event at Diamond H on Thursday, June 4, 3-7 p.m. and Deana Johnson will be the judge (at no charge, thank you Deana!)
- Concern was expressed regarding the depth of footing (too deep?) in the outdoor dressage arena at Diamond H, but Deana Johnson later reported that the footing is fine now. (Perhaps it settled over the winter?)

ASH

- ASH Forum is scheduled for today, 4/11; Jennifer will attend
- Turns out you need to be a member of ASH if you are serving as Show Secretary or Show Manager for any ASH-recognized shows
- ASH show recognition forms need to be filed for each ADA show (\$75 ea?)
- An ASH rulebook must be on hand at the show (available on the web)
- Marti will look into the history of participation of ADA members in ASH Dressage awards program

2015 Show Season:

- Linda is still waiting for more ads; she has only four at the moment
- We are still trying to lock in on Show Veterinarians. Checking with Josh Kaiser of Mobile Moose

- As a cost saving measure, in 2014 we awarded ribbons only for Champion and Reserve for all levels at each show. Actual prize items were only given for High Point Senior and High Point Junior at each show (in addition to a ribbon). We will stick with this plan for the 2015 season as well
- We need to update the language for Horse of the Year and Rider of the Year Awards to require the highest test of the level be ridden (take wording from the Level Award page)

ADA Arena Set Up:

- Tuesday, May 12, 5 p.m. at Chamberlin

Next meeting: Thursday, May 14, 2015, 5:30 p.m. at Kaladi Brothers Coffee on East Tudor Rd.

Adjourn: 11:20 a.m.

ADA Board Meeting, May 14, 2015—Minutes

Attendance: Jennifer Spencer (Pres), Marti Miller (Sec), Charlene Cohen (Treas), Karen Duplantis, Ardene Eaton, Linda Kelley; Junior Board: Lauren Eaton, Grace McCall. (Daralene Capps (VP) was unable to attend)

Meeting Place: Kaladi Brothers Coffee on East Tudor Rd.

Start time: 5:42 PM

Minutes: Approved minutes from April 11, 2015 Board meeting, as written

Treasurer's Report

Income:	\$1,921.40
Expenses:	<u>\$3,899.08</u>
Total Income:	(\$1,977.68)
Bank Account Balance (3/31/15):	\$10,694.13

- Show insurance has been paid
- Deposit for Chamberlin June show has been made
- ASH has been paid
- Omnibus has been published and invoices were submitted

Equifest:

- Equifest is Saturday, May 16, 2015, 10 AM to 4 PM at Chamberlin
- Karen and Ardene will help with set up at 9:30 AM
- Jennifer has printed up some info handouts for the booth (show schedule, Ride-a-Test event)
- Breed parade will start at 1 PM
- Demo rides will be after that and will include Grace doing Western Dressage and one of the Haghighi girls doing a Freestyle

Ride-a-Test event:

- Ride-a-Test Event is scheduled Thursday, June 4, 3-7 PM at Diamond H
- A flyer will be posted at M Bar D and an email announcement will be sent out
- Ardene will supply copies of various tests
- Cost will be \$10 per ride and you don't need to pre-register; just show up

2015 Show Season:

- Omnibus is done and copies are ready for distribution—THANK YOU LINDA!
- On-call Show Farriers will be as follows: 6/13-6/14, Will Peabody (345-8018); 7/17-7/18, Joshua Morris; 7/19, UNKNOWN (maybe Heidi Larrabee?); 8/15, Joshua Morris; 8/16 UNKNOWN (maybe Heidi Larrabee?)
- On-call Show Veterinarians will be as follows: 6/13-6/14, Zach Kaiser of Mobile Moose; remaining shows—UNKNOWN at this time
- New problem: Sigrun will not be able to serve at TD for the June show after all because she would be in violation of the two successive year limit (we had been under the impression that the Alaska Exemption was going to be in place—it is not). **(On May 20, Deana Johnson was able to confirm Lothar Pinkers as the TD for the June show—so we are back in business.)**

Alys Culhane—Sally Swift Clinic:

- August 21-24, 2015, clinician Susan Harris will lead a Centered Riding clinic at Saddle Up (near the Butte). They have asked for our non-financial endorsement of the clinic—unanimous agreement by the Board

Next meeting: Unofficial get-together of a sub set of the Board (Jennifer, Char, and Ardene) will take place during the Ride-a-Test event on Thursday, June 4, to make sure things are aligned for the June show. Next official Board meeting will be June 24, 2015, 5:30 p.m. at Kaladi Brothers Coffee on East Tudor Rd.

Adjourn: 6:37 PM

ADA Board Meeting, June 24, 2015—Minutes

Attendance: Jennifer Spencer (Pres), Charlene Cohen (Treas), Karen Duplantis, Ardene Eaton, Junior Board: Lauren Eaton. Daralene Capps (VP), Linda Kelley, Marti Miller (Sec.), and Grace McColl (Jr. Board) were unable to attend. (Notes taken by Jennifer Spencer)

Meeting Place: Kaladi Brothers Coffee on East Tudor Rd.

Start time: 5:34 PM

Minutes: Approved minutes from May 14, 2015 Board meeting, as written

Treasurer's Report

- \$500.00 was made from the June shows over the expenses

June Show:

- 24 horses showed, an increase from last year
- Plan to have warm up arena dragged at future shows. The mid-day drag did not occur on Saturday, 6/13/15, because the tractor broke down as soon as it entered the arena. Tractor was fixed in time for the evening drag and remainder of the show.
- Email will be sent along with ride times for July shows clarifying the use of the dressage arena and WCCEC for July shows. All competitors may warm up on Thursday, July 16 from 3-6pm in the dressage arena. Any other use of facility must be by Anchorage Horse Council members or those paying a day use fee.

Ride-a-Test event:

- 10 rides were presented. Feedback from participants was positive.

2015 July Shows:

- Still looking for an on-call vet. On call farrier for July Jubilee I is Joshua Morris, July Jubilee II is Will Peabody

Alys Culhane—Sally Swift Clinic:

- August 21-24, 2015, clinician Susan Harris will lead a Centered Riding clinic at Saddle Up (near the Butte). They have asked for our non-financial endorsement of the clinic—unanimous agreement by the Board

Next meeting: Next official Board meeting will be July 30, 2015, 5:30 PM at Kaladi Brothers Coffee on East Tudor Rd.

Adjourn: 6:26 PM

ADA Board Meeting, July 30, 2015—Minutes

Attendance: Jennifer Spencer (Pres), Marti Miller (Sec), Charlene Cohen (Treas), Karen Duplantis, Ardene Eaton; Junior Board: Lauren Eaton, Grace McCall. (Daralene Capps (VP) was unable to attend)

Meeting Place: Kaladi Brothers Coffee on East Tudor Rd.

Start time: 5:45 PM

Minutes: Approved minutes from June 24, 2015 Board meeting, as written

Treasurer's Report

Bank Account Balance: \$10,298.19

- June Show: after expenses, showed a loss of \$264.89
- July Shows: at last meeting we thought we made money, but several other bills came in, so now we show a loss. We still need to pay Dr. Shari Keele, who served as show vet for July Jubilee II.

August Show Vet:

- Jennifer has been working very hard to find an on-call vet for the August show—rest of Board will try to help.
- Mary Eaton left a message for Dr. Kyra Zirkel, but has not heard back.
- Lauren will ask Dr. Chang if need be, but we are pretty sure Dr. Chang will decline.
- Jennifer will try Dr. Riley Wilson
- Karen previously emailed Dr. Colleen Gelvin, Fairbanks, but had not heard back yet. During the meeting, Ardene called and actually spoke with Dr. Gelvin. Turns out she is not available for the August show, but with pre-planning she is a possibility for next year.
- Grace will try Dr. Tom McGregor, Chugach Vet Clinic. He used to do horses, but became allergic some years back—maybe with a protective suit?
- Marti will try Dr. Susan Dent from Wasilla and Dr. Jerry Nybakken from Soldotna. These are names that Dr. Julie Grohs had suggested when we were desperately seeking a vet for the July shows.

Show procedure for stall check in:

- There was a bit of confusion at the July show regarding stall check-in that left Show Manager, Jennifer, to figure out who to charge for a dirty stall that had never officially been assigned. To help prevent this from happening again, we need to make sure all participants check in with Show Management for an official stall assignment. For those who arrive earlier than the official show check-in time, Chase (AHC rep) will be provided a list of horses whose stall fee have been paid. Chase may then let those horses into stalls early and will record the assigned stall number on the list for Show Management to officially assign.

2015 Banquet:

- The Banquet is scheduled for Friday, November 6th at the Petroleum Club.

Other:

- Alys Culhane—Sally Swift Clinic scheduled for August 21-24, 2015. Clinician Susan Harris will lead a Centered Riding clinic at Saddle Up (near the Butte). ADA is giving non-financial support to this clinic. Perhaps Susan Harris will in turn support us by becoming an ADA member?

Next meeting: Thursday, October 1, 2015, 5:30 p.m. at Kaladi Brothers Coffee on East Tudor Rd.

Adjourn: 6:40 PM

ADA Board Meeting, October 3, 2015—Minutes

Attendance: Jennifer Spencer (Pres), Charlene Cohen (Treas), Karen Duplantis, and Ardene Eaton. Unable to attend: Daralene Capps (VP), Marti Miller (Sec), Linda Kelley and Junior Board--Lauren Eaton and Grace McCall. Notes taken by Jennifer Spencer.

Meeting Place: Kaladi Brothers Coffee on East Tudor Rd.

Start time: 10:00 a.m.

Minutes: Approved minutes from July 30, 2015 Board meeting, as written

Treasurer's Report

Bank Account Balance as of 9/15/15 was \$10,200.00

Nominating Committee:

- Raena, Deana, and Victoria
- Ballots to be sent to all members
- Karen and Victoria will send out the ballots

Awards Committee:

- Charlene, Ardene, and Daralene
- Budget set for awards at \$1,000.00
- Will explore Omnibus and Bylaws for HOY and ROY guidelines for 2nd and 3rd place awards

Banquet:

- Remind Raena to send the invitation via email. Hard copy will be sent in ballots
- Karen and Jennifer are meeting at Petroleum Club on the 12th of October to finalize details of the event
- Centerpieces are ready to go; auction items are coming in. Karen will draft a spreadsheet of the auction items. We will save the final spreadsheet to use in planning next year's event, and to write thank you letters to all of our donors

2016 Show Dates, Judges, and TDs:

- The dates have been submitted to USDF and are as follows: June 11-12, July 15-16, July 17, and August 13-14
- Dates will be sent to Deana and Daralene to secure Judges and TDs.
- Dates submitted to Ardene to begin to secure a vet, Sabrieta Holland?

Next meeting: Next official Board meeting will be October 29, 2015, **4:30 p.m.** at Kaladi Brothers Coffee on East Tudor Rd.

Adjourn: 11:17 a.m.

ADA Board Meeting, October 29, 2015—Minutes

Attendance: Jennifer Spencer (Pres), Marti Miller (Sec), Charlene Cohen (Treas), Karen Duplantis, Ardene Eaton, Linda Kelley; Junior Board: Lauren Eaton. (Daralene Capps--VP and Grace McCall-- Junior Board, were unable to attend)

Meeting Place: Kaladi Brothers Coffee on East Tudor Rd.

Start time: 4:40 PM

Minutes: Approved minutes from October 3, 2015 Board meeting, as written

Treasurer's Report

Bank Account Balance: \$8,687.39

Banquet—Friday, November 6, 2015, 6:30 PM

- Fun Awards proposed:
 - Samantha Capps, sword to commemorate riding during Swords of Valor demo
 - Kathy Haghighi, Super Horse Show Mom
- Board members who can get there early can help set up (5:15 PM)
- There are three nominees for the Kathryn Brooks Lifetime Achievement Award: Jennifer Spencer, Jenny Rousey-Dick, and Nicole Ringler. Membership will vote at the banquet.
- Charlene Cohen has been selected for the Super Volunteer Award. Karen will stop by and get a gift certificate.

Other items:

- Awards fee will be increased to \$40 after January 1, 2016
- Omnibus will be updated next year to make sure it is clear that Championship scores do count for Level Awards.
- For Ride Time scheduling next year, we need to ensure that there is at least 50 minutes "between start times for a rider's tests on different horses unless he/she has agreed, in writing, to a shorter interval between tests." (from USEF Rule Book, DR126, 1, b, 5)

Next meeting: Not yet scheduled.

Adjourn: 5:45 PM