

**Northwoods Dressage Association  
Board Meeting  
11/14/19  
Blackwoods, Proctor MN**

**Present:** Pam Forsythe, Alex LaFleur, Jess Amundson, Kate Hinz,, Kathi Marshall, Jen Hovde, Sara Choidi, Natascha Artang, Leah Nelson, Teresa Kolar, Julie Williams, Colleen Hill, Amanda LaFleur, Jennifer Manty, Rachael Tomczak

**Call to Order:** 6:42

**Conflict of interest:** None

**Mission Statement:** Alex LaFleur

**Treasurer Report:** Checking—\$9043.18 Money Market—\$25,000.72

Money was moved from Checking to Money Market as motioned at the last meeting

The Jr/YR clinic made money—see report

Newsletter went out—fees for that are listed in the report

More memberships have come in and the Annual mailing will be going out

Still working on the taxes

Motion to approve by Kate, 2<sup>nd</sup> by Colleen —passed.

**Secretary:** See report

Motion to approve by Jen, 2<sup>nd</sup> by Kate—passed

**OPENING OF THE 2016 ANNUAL MEETING**

**Governance:** Welcome to new board members

The updated contact list was routed—we will get the updated list with the most recent information when completed.

All board members need to be NWDA members by 11/30—membership forms were routed

Code of Conduct form was routed and we discussed what defines a conflict of interest.

Each year we designate the committee chairs—talked about at this meeting and final decision will be made at the next meeting

Jen routed the committee descriptions

Expectation is for all committee members be on a minimum of 2 committees. The chair person may do a lot but remember to delegate. We can also pull in NWDA members that aren't on the board to help. Main thing is that we don't want to get "burnt out".

**Education/scholarship:** There is still scholarship money available.

Discussion was held about clinics. Suggestion was made to pick the dates for the clinics first and then the clinician

The L program information is available, more to come

**Membership:** The year goes from 12/1—11/30. Have been receiving new memberships. We need to get a chair ASAP so there is a smooth transition. Colleen is willing to help with this transition and is willing to submit memberships for the 1st submission to USDF—Due 11/30. After this date, list is submitted 1x/month, no specific date. Everything is on the Google Drive. Can change how things are done as wanted/needed.

The busiest times of the year are at the Awards Banquet and during show season

We need to make sure we get the Omnibus out to the members either at the Banquet if possible, otherwise we need to mail them.

Kate or Alex may be interested, Teresa may help. The sooner we get this figured out, the better

Jess will send out an email notifying members the change in the contact person to renew memberships.

Effective 11/28—Colleen will update the list. After 12/1 Kate and "friends" will be the chair

**Equipment:** Nothing to report

**Shows:** Calendar for the shows was reviewed.

Conversation was held with Deb H and she understands that Carrie and Erica will be running the shows. Kathi sent a list of judges and TD's that them. They do want feedback from us on the judges so we get the people we want.

Recommended that the judges stay over Sunday night to decrease the stress of getting them to the airport on time

Carrie looking for "fun ideas" for the schooling shows

**JR/YR:** Had the play day, went well. It was almost full. Everyone had fun and liked the ribbons and prizes. We stayed within the budget!

**Website/newsletter:** The website was cleaned up with the show dates and current forms  
Ride for the Moon and Stars— Amy Roberts is interested in help out with doing a combined test. We haven't had enough riders in the past. Jen will double check with Amy.  
Summer newsletter went out. We do have extra copies. Can bring them to the Banquet and Tack Swap. We need to send out a late fall newsletter and one in February also.

**Fundraising:** Kate suggests moving the clothing to part of fundraising. Kate has the information on the clothing items for next year that she would like feedback on

**Awards banquet:** Theme is Black and White.

It is important to start gathering items for the silent auction

Sara C will make cupcakes and Teresa will get the decorations for the "Cupcake Table"

An email was sent out by Linda Smedberg advertising her business possibly using a email list from NWDA. We need to make sure that members' emails are private. Kathi contacted Linda and she apologized. An email was sent out to those who were upset apologizing to them.

Discussion—how do we handle this in the future? Mail Chimp uses a blind email list so this shouldn't be a problem. As board members we should have a disclaimer that we sign stating we won't use personal information without approval from the board

**Welcome incoming board members**

**7:40 CLOSE OF ANNUAL MEETING**

**7:41 REOPEN OF BOARD MEETING**

Jen did a good job with the write up of the list of committees. Can ask Jen or other committee members for more information if needed.

**Appointment of Officers:**

President: Kathi

Secretary: Pam

Treasurer: Jen

Vice President: Alex and Jess

***A vote was taken by email and Jess was elected Vice president***

**Old Business:** Julie W made the basket and tag to identify it as being from NWDA for the convention. Teresa will donate a card. Leah will mail it and then deliver it to the convention.

**New Business:** Omnibus deadline is 12/15. Any pages that were delegated to be reviewed please get to Jen. Kathi and Jen will work with Carrie and Erica to get show portions ready.

Vaccination rule: We will just publish the rule. So far we will just require this for the Recognized Shows. More discussion will need to be held if we will require this for the Schooling Shows

***Vote was taken by email to require vaccines for the Schooling Shows***

**Next Meeting date:** 12/12. It is the gift exchange!

**Motion to adjourn 7:56:** by Jen, 2<sup>nd</sup> by Pam

