

## Business Board Meeting Minutes – October 30, 2018

**Location:** Starbucks , N. College Ave, Fort Collins, CO 80524

**Officers:** Didi DeKrey – President; Rose Balfour – Secretary; Andrea Chirich - Treasurer

**Meeting called to order:** 9:15 a.m.

**Minutes:** The cost of boxes in the September Business meeting minutes should read \$46.77 thus the Sept 12, 2018 should be corrected & sent to board members for final approval.

### Agenda Items:

#### Agenda Item #1

- Rose Balfour will generate ideas for the new NCDA cards by the November 14 meeting.
- Didi will get a “blurb” from Julie to add details about her upcoming presentation at the November 14 meeting for Andrea to include in the MailChimp reminder of said meeting
- Need to confirm date/time/location of Christmas Party
- Upcoming Elections:
  - Only members can vote
  - We need a quorum present at meeting for voting (i.e. 2 Board members & 3 NCDA members minimum)
  - Need to load a new Proxy form onto the website for absentee voters. Didi will email existing Proxy to RB as a Word document for update & RB will load new Proxy form onto website.

#### Agenda Item #2

- Kathleen Kilkelly (KK) expressed concerns that she has not received photos from Julie or Whitney Haugen to include in their memento photo frames for last year’s awards. It is suggested that we give them the empty frames at the Christmas Party and they can load photos themselves. Didi commended KK on getting these mementos finished in such a timely manner.
- KK also asked that we edit the details of upcoming meeting on our FaceBook page. Andrea will check and make any changes needed.
- NCDA Awards 2018
  - Didi will add extra points for all fall Festival Entrants and calculate winners of Awards to be announced at the Holiday Party
  - AC – add to News Note that 33% of NCDA members entered RMDS recognized shows in 2018. Also encourage our members to attend the RMDS awards Banquet to support member receiving awards.
  - RB nominated as NCDA Volunteer of the Year!
- No losses were incurred from cancelling the Fall Festival due to inclement weather:
  - Entrants checks were refunded
  - Judge & Location did not collect fees

#### Agenda Item #3

- Holiday Party
  - Andrea will MailChimp Holiday Party Invite 11/23- 11/30, and ask people to bring donations for door prizes.

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- AC will act as a contact to coordinate pot-luck dishes. RB will provide Lasagna (inc. vegetarian & GF)

### Agenda Item #4

- 2019 Events: Dolly Hannon weekend:
  - Didi will send contracts for the Dolly Hannon Clinic to the respective individuals by 2018 year end
  - Didi will send revised Prize List for Schooling Show to RMDS by 11/16/2018; event opens 3/25/2019 though 4/5/2019 Late Entries 4/6/2019 – 4/10/2019 (5pm) with an added \$15 late fee
  - Friday evening – Meet & Greet @ Mimi's Café with video reviews: Clinic – Format: 10? Individual sessions + 2 shared sessions (2 riders at reduced rate.
- Add a second Schooling Show ? 2<sup>nd</sup> or 3<sup>rd</sup> week in May
- Partner with Tomora for another high profile Clinic/Show in July
- The RMDS recognized Team competition to be held in Golden CO (Table Mountain) – points from this will be counted towards the NCDA year end awards

### Agenda addenda:

- Andrea added that Karen Jones had expressed an interest in becoming an active member of the Board/Committees. Proposed KJ become a Board Assistant working with Andrea on Treasurer responsibilities.
- Add to Resources page - Megan Bryant, Joan Clay, Phantom Hill Farm, Julie Haugen, Stephanie Milham, Kathy Simard, Kathy Connelly, Raye Sullivan, Savanna Ridge, Andrea Chirich, Lauren Harmon, Shawn Dixon, Tomora etc. Didi to generate a disclaimer for NCDA for this Page.
- Resolve questions regarding Saddle Fitting Clinic scheduled for Nov 10, 2018

**Adjournment:** Meeting was adjourned at 12:30 pm

**Next Business Meeting:** After Thanksgiving date/venue TBD

**Next General Meeting:** General Meeting and presentation on November 14, 2018

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### Action Items:

- **Rose:**
  1. Correct the cost of storage boxes in the Sept 12, 2018 Business meeting minutes & sent to board members for final approval.
  2. Generate ideas for the new NCDA cards by the November meeting.
  3. Email Shelley to confirm time/date/location of Christmas Party
  4. Update Proxy form and load new onto website.
  5. Make Lasagna for Holiday Party (inc. vegetarian & GF)
  6. Add to Resources page
  - 7.
  - 8.
- **Didi:**
  1. Obtain “blurb “ from Julie Haugen
  2. Email existing Proxy to RB as a Word document
  3. Send contracts for the Dolly Hannon Clinic to the respective individuals by 2018 year end
  4. Send revised Prize List for Schooling Show to RMDS by 11/16/2018
  5. Coordinate with Tomora re second schooling show & additional partnered clinic/show.
  6. Generate a disclaimer for NCDA for Resources Page.
  - 7.
- **Andrea:**
  1. Include JH “blurb” in MailChimp reminder of November 14 General Meeting.
  2. Check FaceBook page and make any changes to meeting details etc as needed.
  3. MailChimp Holiday Party Invite 11/23- 11/30, and ask people to bring donations for door prizes.
  4. Act as a contact to coordinate pot-luck dishes for Holiday party
  5. Contact Karen Jones about becoming a Board Assistant working with Andrea on Treasurer responsibilities.