

January 8th, 2022 NCDA officer meeting
Call to order at 18:36
Present: Kellee, Kelly, Sandra, Sue

1) State of the current board

Kellee started with discussion of the bylaws. We discussed difference between officers and the board (which include officers and committee).

Kellee explained the reason that the NCDA Events Committee currently has one contact for both clinics and shows. For the past few years, we have paired a schooling show with a clinic after the show (two events in one weekend with one judge/clinician). We decided to leave the Events Committee as it is.

For board meetings, should we stay with just the four officers meeting privately, or should we include committee chairs also (as has been done in the past). Having the officers meet privately would facilitate the officers learning to work as a team. It would also allow former officers who are now heading committees to “decompress”. While the tradition is that committee members attend board meetings since they are part of the board, our new officers could benefit from time apart to learn to work together, providing a united and stable board for NCDA this year. We decided that **the first thirty minutes of the board meeting should be just officers, and the remainder of the meeting would have the rest of the board (committee chairs) joining the officers.** This compromise position was approved by all officers.

Andrea Chirich is the NCDA's volunteer in charge of communications. She sets up the zoom link for the meetings since COVID has necessitated that our meetings take place remotely. She also sends emails to the membership to inform of meetings and events within the club by utilizing mail chimp. Didi DeKrey is the NCDA events coordinator, managing the scheduling of both shows and clinics. She contacts RMDS and WDACA to list our schooling shows on their calendars, sends contracts for scheduling of facilities for our events, and contracts to our judges and clinicians for their services at our events. Silja Knoll is our volunteer coordinator and serves as parliamentarian at our meetings (has been known to tap her watch when we are droning on and getting too wordy). Kathleen Kilkelly keeps the awards/ribbon inventory.

2) Treasure Report

Kellee will be doing profit/loss statements this month and will send in email (to Beth Geier and the board) until a digital sharing procedure can be created.

The current balance in the main checking account is \$6411.06 as of 1/8/2022. Kellee will update the report for January as we proceed through the month.

The club will need to order ribbons this year. In 2021, we decided to order a larger quantity of ribbons to escape upcoming price increases. There was a bit of confusion regarding the final price for the ribbons, so Kathleen was going to contact Craft Trophy for an updated price for this ribbon purchase. We primarily need 1st, 2nd and 3rd place ribbons.

The NCDA liability Insurance policy is through Sterling/Thompson. Last year we paid \$494.00 for our policy covering the Ride A Test, 2 shows, and 2 clinics at 4 facilities. Kellee will utilize the list of events scheduled for 2022 (from Didi) to fill out the application for 2022 liability policy.

We discussed the cost and ease of use of GoDaddy for our current website. Kellee reported that the club paid GoDaddy \$42.34 on 2/8/21 and \$179.88 on 2/16/21. Former Secretary Katie McGivney had maintained the NCDA website until her resignation in the spring of 2021. After that, Didi took over the maintenance of the website (and had noted that it is a bit less than easy to update). After a short discussion, we decided to propose a change to the website in the agenda for the February 9, 2022 general meeting. Kelly will research the cost and logistics for other options.

Bank account names

Kellee noted that the NCDA bank account was originally with Home State Bank. Some years ago, Home State was bought by Guarantee Bank, and some time after that, Guarantee Bank was purchased by Independent Financial Bank. Each change of ownership utilized the same account number for our club, but the policies (and routing numbers) did differ. Adding officers to the signature list last year was difficult as the lobby of Independent Financial Bank on Mulberry was closed due to COVID and the times available to meet with a banker did not work for some 2021 board members. Our original records (with Home State Bank) had been kept in the Mountain Ave. Ft Collins bank branch, and they could no longer locate them. Independent Financial was not willing to change the signatures on the account because the club's name was not currently recorded with the CO Secretary of State. We updated the filing, resolving that roadblock, but still found it difficult to get all new officers into the closed lobby at the same time. Current signors are Kellee James, and Jon Haugen. We need to update our bank signature card to reflect the current [new] board. Kellee will research the correct procedure for accomplishing this and will see if this can be done at a branch of Independent Financial Bank located in Boulder.

Sandra clarified that the two accounts that are listed on the bottom of the Treasurer's report are separate from the main checking account, but at the same bank. The funds in the Symposium account are held there to pay fees associated with the Robert Dover Symposium.

The Symposium account was funded with a donation from Kathy Coulson of \$2500.00, a donation from Amy Jablonovsky for \$1000.00, club earnings from the 2021 tack sale fundraiser of \$878.50, and club earnings from our club logo apparel fundraiser of \$39.23. This makes the current total in the account \$4417.73. The Reserve account (\$50.00) serves as a vehicle to receive PayPal funds with said funds then transferred to our main checking account by the treasurer. This account exists to protect our main checking account from exposure to fraud.

Robert Dover Symposium

At this point, the conversation switched to the Robert Dover Symposium (April 30-May 1, 2022).

Sue remembered a discussion at a September 2021 NCDA general meeting that we had a need to set auditor and ride fees. We all agreed that proper disbursement of funds held in the Symposium account should be clarified. The person currently coordinating information regarding the Robert Dover Symposium (since the resignation of Katie McGivney) is Melanie Newkirk. Sue reported that Robert Dover charges \$500.00 per ride per day, and \$50.00 per day for auditors. Melanie reported that of the 10 rides per day to fill the Symposium - 5 were currently confirmed with deposits, and 5 are spoken for but with deposits not yet received. Current horse/riders are at 3rd level or above. There is the assumption is that each rider will ride both days. Interest has been keen for this event. NCDA riders and auditors are supposed to receive priority as spots are filled. Kathy Coulson (owner of the hosting facility) may have obtained sponsorships to help offset the costs of the Symposium. Sue will reach out to Kathy for more details, and Melanie will be invited to the next board meeting to clarify the cost of the Symposium and what still needs to be done. A note from the December 8, 2021 board meeting – if bleachers are used for auditor seating, liability costs will increase.

Update from Nov. 2021 RMDS BOG meeting

Sue reported about the RMDS BOG meeting. The RMDS secretary and vice president positions were filled during this election cycle. The new RMDS vice president is Bettina Bosma, a person who is newer to our area. The secretary is Heather Peterson, who has served before in this capacity (and others). The current RMDS president is Dorothy Kapaun and the treasurer is Sharon Soos. Two committee chair openings have not been filled – these are the marketing committee and the championship show committee.

The Western Colorado Chapter of RMDS elected to dissolve, due to low membership numbers. The club assets will be used to create a scholarship.

Prize List and Advertisements discussion

Beth Geier (RMDS Central Office) asked Sandra for the prize list for our shows. It was noted that we do not actually need to offer a prize list if the shows are unrecognized schooling shows. Sue inquired as to whether we have a prize list for our 2022 schooling shows. Kellee replied that she is unsure if that is ready yet, but that our prize lists are posted on our NCDA website. Sue reported that at the RMDS BOG, we were reminded that each chapter gets one free ad burst per year for an event (after that, each event/advertisement costs \$50.00 - \$90.00). Sandra will follow up with Beth regarding this.

Kellee noted that a substantial number of our members who compete do so in Western Dressage. Our schooling show class list reflects that fact. Judges for our events are selected based on qualification in both disciplines. Sue suggested a future discussion about separating the english and western NCDA yearly awards, as well as the amateur and open divisions. She noted that there was some grumbling this year about the fact that this year's NCDA high point award went to a professional. Kelly said that it would be more fun for our year end awards to offer more categories or divisions for awards.

Shared file discussion

At the special election meeting Jan. 5, 2022, it was stated that there is a box of older documents in the possession of the past club president. This box could include flash drives with files on them. This box needs to be obtained by current board, and contents examined for relevance. The contents could be scanned and put into whatever file sharing service we decide upon – one drive or google docs were mentioned. Since an old google account potentially exists, perhaps we should use google docs for file sharing. **Kelly will follow up with Didi about getting into that account.**

Educational events for Feb. meeting

Sandra reported that Amy and Steve LeSatz would be willing to give a presentation at our February 9, 2022 general meeting regarding emergency preparations for horse owners. The board decided that we would definitely want to have this presentation. In exchange for their complimentary presentation, we will advertise their services on our website and facebook page, where we can include a link to their website. **Sandra will contact Steve and Amy regarding this.**

Goals/vision for NDCA 2022

As the time had run a bit long, we voted to table this for discussion at our next meeting. We did mention the desirability of sending a survey to the membership to get an updated picture of what NDCA should provide for its members.

Kellee motions for adjournment. Sue seconds. Adjournment at 7:36 PM