

THJA Board of Directors Meeting
Wednesday, April 3, 2013
GSWEC, Houston Texas

Prior to official meeting start, a request was made by Paula Sparks that the meeting agenda accompany the meeting minutes when sent out in the future. Noted by Claire Rock.

Prior to meeting start, Gayle O'Rear read the purpose of THJA as stated on our web site and in documentation.

1. Call to order was made by Lindsey Black at 5:10 pm.
2. Roll call was taken by Claire Rock. The following Board members were present: Steve Lang, Jerry Converse, Linda Moore, Robert Jaffe, Lynn Walsh, Paula Sparks, Mike McCormick (late due to show conflict), Susie Baker, Kim Cox, Kim Brunson, Vicki Hunton (late due to show conflict), Colleen Brombach (late due to show conflict), Patty Roberts (late due to show conflict), Pauline Cook, Carl Hansen (late due to show conflict), Lindsey Black, Ashley Hyten, Gayle O'Rear, Grace Petrucciani.

Excused absence : Vickie McGovern, Lori Mathews
Unexcused absence: Matt Cyphert, Buckley Wallace, Joan Waterman . (note: it was later determined that Buckley Wallace had indeed sent notice that he could not get out of school to attend a meeting in Houston).

Discussion ensued regarding excused absences . Lindsey motioned that written notification of absence must be given to the Board secretary within 7 days of a Board meeting. Linda Moore seconded that motion.

It was also decided that the Board secretary (Claire) will send a letter to all Board members on THJA letterhead stating that two unexcused absences will result in a review of their current Board position as open.

Here forward, after roll call, all absences will be discussed.

3. Reading of the Annual Meeting Minutes. A motion to waive reading of the minutes was made and seconded.

Paula noted that the meeting minutes from April 2012 were still incomplete. If we are not able to recover them, the Board will need to “revote” on any missing agenda items. Lindsey offered to go back and review the details she has noted from that meeting.

Paula also noted that item 4 of the January meeting minutes need to be revised. It was stated that Linda Moore as treasurer could NOT be on the finance committee. It should state that she can not be chairman of the finance committee. Claire will change the meeting minutes as such.

A correction was made to the January meeting minutes by Paula regarding Other Agenda Items ‘f’ and year end point calculations. The first item should read that “ a horse/rider must be registered and show in at least three shows in that division to qualify for a year end award.”.

Paula also noted that an addition needed to be made to the end of the minutes noting that the 2013 THJA Officers were voted in.

4. Report of the Finance Committee from Linda Moore. Linda noted that we are approximately \$10,000 in the red for the current quarter. At the next Board meeting (this fall), Linda will present a quarterly review year to year.

Robert noted that we are down in active memberships from last year by approximately 50. It was also noted we began 3-year memberships programs in 2012 and we need to look at the one year renewal versus three.

It was noted by Kim Cox and others (Mike and Patty) that we do not collect non-member fees, and since we do not give year end awards for such divisions as modified child / adult or modified jumpers, there is no incentive for those people to join. Those are

now very substantial divisions at shows and should be recognized.

A review of expense receipts was made by Kim Cox and Colleen Brombach. They were unable to meet with Steve Lang for further discussion do to schedule conflicts. A further understanding of accounts and expenses needs to be made by the finance committee. Further meetings/discussions to determine and resolve any discrepancies will take place as soon as possible.

Lindsey motioned that we have an auditor review the accounting books and report to the Board. Kim Cox seconded that motion. All in favor. A second vote was taken in regards to the audit time frame. 1.) Go back and audit 2012 and forward 2.) Start audits with 2013. A majority of the Board voted to audit the THJA books in 2013 and going forward.

It is noted that Kim Cox has resigned her participation on the finance committee effective immediately.

5. Rule Book Report by Jerry Converse. Jerry has reviewed the rule book in detail and noted areas of duplication. Changes requiring consideration (12 items) were handed out. Jerry will resend out the list with committee comments included.
6. Membership Committee. It was noted that we do not have someone in charge of this committee and we are currently at 951 members – 50 lower than last year. Steve suggested that a new head of the membership committee be nominated and start by the fall meeting. Lindsey noted that she will send Claire current committee and subcommittee members for posting.
7. Nominating Committee. Paula noted that there are currently no vacancies on the Board.
8. Report of the Prize list review Committee. It was noted by Linda Moore that the corrected and final Pin Oak prize list was received late. This was apparently due to the document being sent to Lori Mathews' prior address. The initial prize list copy was received on

time. The Board recommended that a \$75 fine be charged to the Pin Oak Charity Horse Show.

9. Report of the Show Standards Committee. Matt Cyphert was not present to report. Robert noted that Colleen's complaint regarding the Travis Expo Center show was rewritten and submitted to Matt. It is the Board's decision that Matt is to send Beverly Manroe a letter stating that the complaint was sent in and that the problem must be resolved in order for the show to be recognized by THJA in the future.

10. Report of Show Recognition Committee. It was noted that there is currently no show recognition committee chair and suggested that this committee be combined with the Show Standards Committee in the future.

11. Report of the Sponsorship Committee by Patty Roberts. Patty noted that there was a sponsorship request from Kim Brunson of \$2500 for the NTHJA horse show benefitting area therapeutic riding organizations in the North Texas area. Sponsorship was granted. Kim noted that the horse show raised \$15,000 for area centers.

12. Report of the Website and Information Systems by Robert Yaffe. Robert noted that he was waiting on decisions from Vickie at this time. Robert and Lindsey decided to move forward with the new THJA website update issue and report back to Vickie. Robert noted that the membership list is now a secure area on the website .

13. Report of the Publicity Committee. Vickie McGovern was not present to report.

14. Report of the USEF Zone Committee by Pauline Cooke. It was Noted that the Zone 7 finals for 2013 will once again be held at Great Southwest Equestrian Center. It will again be split between North and South. North – St.Louis. South – Houston. It was also noted that Mary Ann Funk will now handle the Zone newsletter.

15. Report on the Banquet Committee by Lindsey Black. Lindsey

stated that the banquet went well. A discussion of how expenses' were handled for all banquets ensued. It was suggested by Mike, that a checking account be opened with a predetermined amount in it each year for the banquet chairperson. A vote was taken and a majority felt that was necessary. Linda is to contact Kelly in regards to the 2013 banquet.

A new rule was proposed by ? that all expenses/receipts be in by 30 days after the banquet to the THJA executive committee. All in favor.

Linda requested that it be noted in the minutes, her request to remove Tracy Fenney from the banquet account. A vote was taken and all in favor.

16. Report on USHJA Association by Lynn Walsh. Lynn noted that Shelby French was no longer in charge of USHJA and Bill Moroney had replaced her. USHJA will be revisiting the mileage rules as well as number of horses required to qualify for an "A", "AA" etc. show status .

17. Report on THJA Foundation. Vickie was not present to report on this.

Lynn asked what the THJA foundation rules/mandate was? Jerry noted that THJA in not a 501 C-3 organization. A C-3 organization would need to be set up for a true foundation.

Other Agenda Items:

Paula asked that items d-g be discussed first since they all related to rules:

d. Colleen requested that THJA consider having a stand alone THJA Junior Equitation medal class. It was noted by Patty that we used to have a THJA medal class years ago but it was discontinued due to lack of entries.

Board vote. All in favor of adding modified child / adult hunters and modified jumpers to year end awards NEXT year. Mike and Patty agreed to get the specs for both class/divisions for the Rule book.

Board vote. All in favor of eliminating the limit and junior equitation medals from year end awards.

e. Paula proposed charging fines to those show managers who do not comply to THJA rules and regulations. Board vote taken. All in favor.

f. Linda proposed a fine be levied on the rule that all head horse show secretaries be THJA members. The fine should be \$100 . Board vote taken. All in favor.

g. Linda proposed having a fine for show managers who do not send in balance owed on horse show fees. The proposed by Colleen is \$250. Kim seconded that . Board vote. All in favor.

a. Discussion of emergency fund use. This discussion is based upon the donations recently given by THJA to two individuals and their families that have had personal hardships.

These type of donations should be made through foundations such as the one set up through USHJA.

Steve proposed that going forward, no further THJA money be given for personal hardship and that we stay course with the THJA mission. Board vote. Majority in favor.

b. There was a question of what happened to the money that was proposed to be donated to fire victims from the 2011 year end banquet auction. Last year, the issue was given to the sponsorship committee (Patty) to follow up on. Patty tried repeatedly to obtain information from the banquet chairperson with no success. Since funds were never designated at banquet/ auction as they should have been, and there has been no response from the banquet chair, the donation issue has been removed.

c. Colleen and Lindsey presented logos submitted for new THJA logo contest. It was decided by the Board that "THJA" needs to be spelled out, Texas Hunter Jumper Association and the state of Texas needs to be included. Lindsey has offered to bring ideas to a graphic designer for help and present at the next meeting.

h. A letter from Russell Petrucciani was reviewed to determine whether the points earned by his daughter's horse, (previously under a different name) could be reinstated due to extenuating circumstances. It was determined that the owners had enough time and notice to change the registration information with THJA and points for the February shows would not be awarded.

i. Claire presented the information received from Texas HORSE regarding the request for THJA's participation in their organization supporting slot machine gambling at state racetracks. It was unanimously decided that THJA would not be participating.

j. Claire presented the proposal Vickie received from American National Insurance for an affinity discount to THJA members if we allow a link on the THJA web site to them. Several members of the Board felt it was a good idea (noting the USHJA web site). Others felt that allowing a link means we endorse them. It was agreed that Claire would look into this offer and report at the next Board meeting.

The next Board meeting will be on Wednesday, September 18 2013 at the Southwest Showdown Show at GSWEC in Katy.

Meeting adjourned at 8:10 pm.

Footnote: Following the adjournment of the meeting, Kim Cox made the decision to return to participation on the Finance Committee.

