

Minutes
CTDA Board 4-4-2016
Sportsman's Grille, Cool Springs

Call to Order: Nan Holland at 6:50p.m.

Present: Penny McCaffrey, Molly Bronaugh, Kathee Mephram and Nan Holland.

Absent: Shelley Fugitt, Jen Thompson, Bethany Gallagher, and Scot MacGregor

Review & Approval of March 2016 Minutes – Tabled due to lack of quorum.

Committee & Officer Reports

Membership – Shelley Fugitt (phone report)

- Current 2016 Roster is 104 members. 8 additional members are being processed.
- Membership roster updated to USDF at the end of March.
- Scot has posted link to Membership Form on Face Book.

Treasurer – Jen Thompson (email report)

- Sun Trust Balance = \$20,991.15
- PayPal Balance = \$728.71
- Insurance premiums for Liability and D& O are pending (~\$1500)
- P & L Year to Date is -\$3,831.01 (Income from April 4 Schooling Show is pending.)

Ads & Sponsors - Kathee Mephram

- 2016 Ad Rates have been established & are posted on Website.
- Acquisition of ads & sponsors in progress. Bethany to report at next meeting.
- Penny to confirm Erin McCaffrey Photography ad purchased.

Volunteers – Penny McCaffrey

- Needs for May 7 Schooling Show at Harlinsdale Park were discussed.
 - Kathee will begin recruiting volunteers & will coordinate with Jen.
 - Nan informed group of need for volunteers to set up arena on May 6. She will email Board members the link to Premier video showing how to set up the new arenas.
 - Nan suggested the Board Rep at schooling shows have the phone numbers of all volunteers available as Sherry Pride only has 3 walkie talkies for volunteer use.
 - Nan will share Volunteer Chart she created for April 4 Schooling Show.
- Libby and Katie McFarlane helped Nan unpack & store the new arenas in the CTDA trailer on March 19, 2016.
- Penny is beginning work on recruiting volunteers for the Tennessean.

- Molly clarified her needs for setting up ribbons and having a runner for high point award winners.
- Kathee suggested Penny email new members directly re volunteering.

Communications – Kathee Mephram

- *Website*: Electronic entry for schooling shows is up & functioning
- *eBlasts*
 - Reminder of Scholarship Application due date sent out today
 - Electronic Scholarship Application is available on website.
 - Kathee will be sending out eBlasts in the next few weeks to recruit volunteers for May 6 arena set up and May 7 schooling show.
 - Also, will address The Tennessean prize list on website and electronic entry through Equestrian Entries.
- *FaceBook*
 - Jen posted a link to The Tennessean prize list on FaceBook this week.
- *Newsletter*
 - Mimi Bliss is working on the current issue which will feature the April 2, 2016, schooling show.

Recognized Shows – Jen Thompson

- *The Tennessean Express & The Tennessean Dates*: June 11 -12, 2016.
 - Prize list posted on website; electronic entry will be available through <https://www.equestrianentries.com/calendar>
- *Ole South Prelude & Ole South Classic Dates*: August 26 – 28, 2016

Schooling Shows – Scot MacGregor

- April 2 Schooling Show was extremely well attended – 91 rides!
- May 7 Schooling Show at the Park at Harlinsdale
 - Arena set up on Friday, May 6
 - Jen Thompson will serve as Board Representative with assistance from Kathee Mephram.
 - Penny will assist Kathee & Jen in acquisition of volunteers, as needed.
- May 21 (first day of 2 day show at Roberson Equestrian Center)
 - Still need Judge. (Sherry Pride working on this)
 - Also need Board representative that day. Nan & Scot to communicate with Jessica Roberson-Wright about this issue.

Awards – Nan Holland (for Molly Bronaugh)

- Schooling Show Ribbons for 2016 have been delivered to Sherry Pride, documented in Google Docs
- Recognized Show Ribbons have been delivered and are in the CTDA Trailer.

- Molly brought samples of McLaughlin Ribbons (Shelbyville, TN) but recommends CTDA continue to use Hodges given difference in quality and minor price difference.

Old Business

- Libby and Katie McFarlane helped Nan unpack and store the new arenas in the CTDA trailer on March 19, 2016.
- Sponsored Arena Letters (pending)– Jen to create document for distribution.

New Business

- CTDA has been approved as host for Part II of the USDF “L” Judges Program in 2017.
 - Discounted tuition for CTDA members – tabled until May meeting.
- Nan has created Timelines, one for Officers and one for Committee Chairs, on Google Drive. She will share these with the Board. Board members are encouraged to review these documents and edit as necessary. She hopes the Timelines will be helpful.

Next meeting: **May 2, 2016 at 6:00pm at Sportsman’s Grille**

Meeting was adjourned at 7:50 p.m.