

November 2016 Minutes

Minutes CTDA Board 11-7-2016

Sportsman's Grille, Cool Springs

Present = Nan Holland, Shelley Fugitt, Marie McDonald, Kathee Mepham, Scot MacGregor

Absent: Bethany Gallagher, Jen Thompson

Call to order - 6:15 pm by Nan Holland

Approval of October 2016 Minutes - Motion to approve by Shelley Fugitt, seconded by Kathee Mepham. Motion carried.

Reports of officers and committees

Treasurer - SunTrust Balance is \$39,379.02. The PayPal balance is \$999.59.

Outstanding expenses are \$60 for USDF Convention registration.

Net Income from Ole South is \$8628.22 (adjusted for hospitality & USEF/USDF fees).

October 8 Schooling Show income = \$368.62

Upcoming expenses: USDF Convention for GMO representative (Nan Holland).

Membership - The final membership number for 2016 is 141.

Members renewing for 2017 = 18 to date

Discounted early CTDA membership renewals for the 2017 competition year will be offered until December 1, 2016 (\$40 early renewal instead of regular membership fee of \$45). Kathee will send weekly eBlasts reminding members of the discounted renewal fee.

Shelley provided Nan Holland (President Elect) with GMO/USDF forms due December 1, 2016. Nan will complete and forward to Shelley to include with December 1 Membership submission.

Ads and Sponsors - Kathee requested Nan ask Jen Thompson to forward information on unpaid ads. Kathee will follow-up.

Kathee reports anticipated opening of Dover Saddlery in Franklin is November 15. She anticipates they might be a source of ads, sponsorship and/or award prizes.

Volunteers - Year End Banquet volunteer needs were discussed. We will need the following persons: 4 for Set Up; 4 for Breakdown; 3 for Silent Auction Check Out/ Membership Renewal processing.

A Chair for the Silent Auction needs to be identified. The Board suggested new Board member Diane Hash be approached. Nan will speak with Diane and report at the December Board meeting.

Communications - Kathee Mepham

PayPal - Nan will contact Jen Thompson regarding the status. Kathee will communicate the updated information to the membership via eBlasts.

Electronic Year End Award applications - Scot informed the Board that he and Jen had performed a test for this process. Nan will contact Jen regarding the status of the electronic process.

Kathee will begin sending out weekly eBlasts: 1) Reminder of discounted 2017 Membership Renewals until Dec 1, 2) Reminder of December 15 deadline for Year End Award applications, 3) Dee Minault nominations (emailed to the CTDA Secretary with rationale) are due December 15. Mimi Bliss is working on the next Newsletter. Kathee reports the website is up to date.

Nan noted that the online/download Membership form on the website still states 2016. Kathee will contact Leanne Gossels to revise for 2017.

Kathee will contact Mimi Bliss for a Newsletter update.

Recognized Shows - Local 2017 USDF Recognized Show dates are as follows:

April 1-2 Dressage at Circle G

May 6 Spring Fling (CTDA) at Harlinsdale

May 21-22 Dressage at Circle G

June 10-11 Tennessean (CTDA) at Brownland Farm-Youth Team Competition

July 15-16 Dressage at Circle G

August 25-27 Ole South (CTDA) at Miller Colesium, Murfreesboro- Adult Team Competition

Nan will contact Jen regarding the status of the warm up arena at Harlinsdale.

Schooling Shows -Scot

The October 8 schooling show at Roberson Equestrian Facility on October 8 = 45 rides. REF provided plenty of volunteers.

Scot submitted the following **2017 dates and venues**. All are confirmed except for Walnut Trace Farm on April 22 and September 16. Nan will contact Jen for assistance with contacting Grace Johnson regarding these dates.

April 22	Walnut Trace Farm (<u>unconfirmed</u>)
May 27	Roberson Equestrian Facility
July 8	Old Hillsboro Manor
August 5	Traveler's Rest Farm
September 2	Jenni Hogan's farm
September 16	Walnut Trace Farm (<u>unconfirmed</u>)
October 7	Roberson Equestrian Facility

New Policy: *Minimum Number of Entries:* Upon Scot's recommendation, the Board determined that **fewer than 35 entries** should be grounds for cancelling a schooling show. Scot will discuss this decision with Sherry Pride and report to the Board at the December meeting.

Awards -Shelley Fugitt

All show specific ribbons have been discarded. Shelley will contact Hodges to obtain sample ribbons for our USDF Recognized shows. She will present these to the Board at the December Board meeting for approval. CTDA will retain the current style and size of Schooling Show ribbons.

Year End Banquet & Silent Auction

-Date of the Year End Banquet is **January 22, 2017, at Tennessee Equine Hospital.**

-Bethany Gallagher and Kathee Mephram will begin acquiring items and services for the silent auction. Nan will contact Diane Hash regarding serving as Silent Auction Chairperson.

- Nan will contact Molly Bronaugh regarding Banquet set up & catering.

-The Board decided on year end prizes. Nan will forward this information to Jen Thompson.

Old Business - CTDA Board of Directors Election: The elected Board Members are: Liz Johnston, Diane Hash and Sharon Blanford. Nan will inform the Nominees of the election results, send a welcome email, 2017 Board Meeting Calendar and invite them to attend the December 2016 Board Meeting as guests. The new Board terms begin January 1, 2017.

New Business - Nan informed the Board that Monday night Board Meetings are problematic for one of the Board Nominees. She suggested moving the meeting to Tuesday nights beginning in January 2017. All were in agreement. Nan submitted the 2017 Board Meeting Calendar. (Attached).

The CTDA Trailer was cleaned, ribbons organized and arena rails, letters, etc., cleaned on October 29, 2016. However, the front of the trailer needs further cleaning and organization. Kathee Mephram and Nan Holland will plan to perform this task before the December Board meeting.

A Board Retreat will be planned for February 2017 at Nan Holland's home in Cool Springs.

The Committee Chair assignments will be discussed at the December Board meeting.

Next Meeting - Monday, December 5, 2016 @ 6:00pm Location: Sportsman's Grille, Cool Springs

Adjourned - 7:20pm