

February retreat 2017 Minutes

Minutes CTDA Board 02-07-2017

Nan Holland's house

**Present** - Nan Holland, Marie Macdonald, Liz Johnston, Scot MacGregor, Diane Hash, Shelley Fugitt, Sharon Blanford

**Absent:** Kathee Mephram, Bethany Gallagher

**Call to order** - 7:00 pm by Nan Holland after a great pizza dinner (Thanks Nan!)

**Approval of January 2017 Minutes** - Motion to approve by Shelley, seconded by Sharon. Motion carried.

### **Reports of officers and committees**

**President** - Discussion of bylaws. Proposed bylaw changes were motioned by Scot and seconded by Shelley except for change to Article IV, Section 7 which was tabled for the present time. There was also a discussion of policies which Nan had put together by going through past minutes so they are now all in one place. The rider test for schooling shows will be discarded as no one does it. Clarification of arena rental fee is \$100 per arena per event not per day. Our General Liability Insurance is due April 13. There was a discussion on volunteers and members not knowing what volunteering would entail so Scot will put together a description of what each volunteer job is and we will publish that when we begin to look for volunteers for our events. Nan gave each board member a binder with information in it. Please keep your binder updated with information and pass it on when you leave the board.

**Treasurer** - SunTrust Balance is \$33022.91 The PayPal balance is \$534.01. Our banquet broke even regarding the number of tickets sold paying for the food served. The awards were a cost that was not covered by the tickets but we expected that.

**Membership** - Shelley - We are up to 83 members for the year. We had 140+ members reported for last year's annual report.

**Ads and Sponsors** - We need a new ads and sponsors person and Diane volunteered. Thanks Diane! She will also handle our show programs.

**Volunteers** - The volunteer coordinator's job is primarily for our rated shows as each board member handles a schooling show. There are still issues with using paypal for memberships and also issues with schooling show entries for multiple horses. Scot is very familiar with the schooling show entry issues and will meet with Nan and Leanne to correct this problem. He says we need to add a shopping cart to our show entries.

We discussed hiring a volunteer coordinator for all of our rated shows as that worked out very well for us. There is also potential for having that person to coordinate the scheduling of our volunteers which would make this job much easier.

#### **Communications -**

There are some fixes needed for the website. If you see any, please funnel them to Kathee and Nan. We need to have our year end winners posted on the web site and our 2017 shows posted on the home page.

#### **Schooling Shows - Scot**

Shelley has started contacting judges for our schooling shows. We're assuming that the show secretary gets the office fee but Shelley will check with Sherry about that.

**Awards -** Beth Huff put together detailed information about what she did for the banquet. This will help greatly for whoever coordinates it next year. She also detailed what worked and what needed to be changed. Jen has agreed to continue to handle tabulation of year end winners. Shelley has ordered ribbons.

**2017 Proposed Board Structure - Nan Holland -** Nan handed out a sheet with our board structure on it. At the present time the VP position is open and we might want to consider filling it. There is also potentially a need for a hospitality coordinator for our judges at our rated shows but this needs further discussion. We are OK for this year because Jen will be handling the L program so she will do some of this.

**2017 Initiatives -** we ran out of time to get much done on these but please think about what we can do for each one and how to get them implemented. The initiatives are membership, education and volunteers.

**Next Meeting -** Tuesday, April 4th, 2017 @ 6:00pm Location: **Jasmine (Thai restaurant) 8105 Moores Lane Brentwood, TN.** It is located in the Publix shopping center off Moore's Lane. Phone: 615-661-0169. It is the **same exit off I-65 as Sportsman's Grille.** There will be no meeting in March.

**Adjourned - 8:30pm**