March 6, 2018 CTDA Board Meeting.

Meeting called to order by Nan Holland at 6:20pm.

Present: Diane Hash, Sharon Blandford, Meghan Miller, Nan Holland, Scot MacGregor.

Guest: Lynne Glaus

Absent: Katharina Nowotny-Boles, Liz Johnston, Shelley Fugitt, Bethany Gallagher

*2018 February Meeting Minutes were approved.*

Year End Reports of officers and committees

* **Membership— Shelley Fugitt**

Current Membership Roster at 102 members.

Diane Hash proposed a membership sign-up table be present at the CTDA sponsored clinics in 2018. The Board agreed to discounted membership fee ($40) if sign up for membership at the Clinics. Diane offered to staff the membership table at the Beth Baumert Clinic May 11-13.

* **Treasurer—Liz Johnston**

CTDA Suntrust Balance on 3/6/2018 = $27,600.25 Outstanding scheduled payments = $1187.75 (Miller deposit, USDF Roster update). Effective SunTrust Balance = $26, 412.50. Paypal Balance =$3,810.56.

P & L from Year End Banquet and Silent Auction still not available.

Upcoming expenses: General Liability insurance premium in April. D&O insurance premium in May.

* **Ads and sponsors—Sharon Blandford**

Ad information has been sent to Katharina for Website posting, etc.

Letter requesting ads/sponsorships for 2018 competition year and recognized show programs is being sent out at the end of March with **deadline for response May 1, 2018.**

* **Volunteers—Meghan Miller, Nan Holland**

Nan presented the proposed Volunteer Hour Tracking Process & Form approved at February meeting for review & final approval. The Board approved the process and the tracking form.

* Communications - Nan Holland for Katharina Nowotny Bowles

Nan introduced **Lynne Glaus** to the Board. She will be assisting Mimi Bliss with the Newsletter. Lynne suggested an Editorial Calendar be created to maintain creation and delivery of the Newsletter on a regular basis. Lynne will present the Editorial Calendar at the April 3 Board meeting.

Meghan will send out reminder of April 30 deadline for 2108 Scholarship Applications (FB & eBlasts)

The Board suggested considering “real-time” FB posts of winning schooling show rides. The feasibility of this idea will be discussed at the April 3 Board meeting.

Other Website updates from Katharina:

* 2018 Paper Schooling Show form is uploaded.
* Have new Schooling Show page to track all schooling shows with ride times/results. For now Katharina will upload documents. She will show Schooling Show Secretary how to do it in the near future. (Sherry is no longer doing her own website.)
* Officers have been updated to reflect current roles. Jen Thompson has been added as L Program Coordinator & as Year End Awards Coordinator.
* Still working on new entry page.
* **Schooling Shows—Scot MacGregor**

Diane Hash advised the Board that she will not be able to serve as the Board Representative at the April 14 Walnut Trace Schooling Show. Meghan Miller and Scot MacGregor will cover this show for Diane.

* **Recognized Shows – Nan Holland**

Nan emailed Mary Cokeing the Board’s recommendations for future recognized show judges.

Miller Coliseum (Ole South), Brownland Farm (Tennessean) and The Park at Harlinsdale (May 5 schooling show) contracts have been executed and deposits paid/payment scheduled.

Tennessean Prize-list reviewed with Mary Cokeing and updated.

CTDA Membership benefit added to Prize List (2 bags of shavings). The actual verbiage -“ **CTDA Membership:** Everyone who has an active (by opening date of Show) CTDA membership, be it family or individual, who enters to show is eligible for 2 FREE bags of shavings. If for some reason the entrant scratches the entire Show or does not check in for the Show, the shavings will not be awarded.”

Sharon presented proposed T-shirts for the Youth Team competitors (USDF Youth Team Competition to be held at the Tennessean.) She reports receiving inquiries from youth about the competition.

* **Awards - Shelley Fugitt**

Ribbons for the year are in production and should be shipped before April 1. Once Shelley receives the shipments, she will update the total inventory (including what is presently in the CTDA trailer).

* **Education – Bethany Gallagher**

The Beth Baumert Symposium is scheduled for May 11- 13, 2017 at Old Hillsboro Manor. Announcements have been posted on FB, in eBlasts and in the Newsletter. Bethany Gallagher is coordinating the event. She is accepting email applications now.

Sharon Blandford will contact Bethany regarding flyers for the event. Scot and Lynne Glaus will work on ways to contact area trainers about the event.

* Old Business = Hospitality Coordinator

Nan will contact Beth Huff for her thoughts on the proposed Hospitality Coordinator job description (presented at the February 2018 Board meeting.

* New Business
  + *Use of funds raised at Silent Auction*

The Board determined that 4 scholarships (one Open, two Adult Amateur and one Jr/YR) of $500 each will be awarded in 2018. Meghan Miller will send out an eBlast reminder of application form locus and due date this week.

It has been suggested that some funds could be made available to CTDA members who wish to attend L Program Part 1. This proposal is tabled until April 3 Board meeting when P & L information from the Silent Auction will be available.

* + *Western Dressage Association of AL/TN - May 6 Harlinsdale*

Scot will work with Shelley (Board Rep) for May 5 and Katharina Nowotny-Boles (Western Dressage Association of AL/TN) to ensure the CTDA arena is appropriately repacked in the CTDA Trailer and the Trailer returned to Old Hillsboro Manor.

The CTDA Arena Rental Fee is $100 per event (per CTDA Policies & Procedures on Google Suites)

The Board offered CTDA sponsorship of one class at the WDA event on May 6 for $25.

* + *CTDA Trailer*

Shelley will conduct ribbon & prize inventory once the year’s shipment of ribbons is received.

Nan requests that anyone entering the trailer check for evidence of leaks or any other obvious maintenance required. The trailer was fully serviced in early 2017.

* + *Swag*

Diane Hash has conducted research on possible items. She will present a proposal for use at the April 3 meeting.

Meeting adjourned at 7:33pm.