

12/06/2007

# French Creek Dressage

7pm

National Penn Bank

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<b>Meeting called by:</b>	Richard Ellis	<b>Type of meeting:</b>	Board Of Directors
<b>Facilitator:</b>	Courtney Sarge	<b>Note taker:</b>	Michelle Thomas

**Attendees:**

Richard Ellis, Ashley Stewart, Michelle Thomas, Kat Kruemmling, Louise Beam, Chris Horn, Lucy Seel, Stacie Shaner, Sandi Becker, Julie Kulp-Martin, Excused – Claudia Radcliffe

**Next meeting:** December 6, 2007

**Approval of Minutes:** The Minutes from the previous meeting were tabled til next meeting for approval

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## Minutes

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<b>Agenda item:</b>	Derby Day Fund Raiser	<b>Presenter:</b>	Chris Horn
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### Discussion:

Save A Date went out with Membership renewal flyer. Chris Horn presented options for going forward. There are numerous options for companies that rent services and equipment needed to run a fund raising "Day at the Races". Further discussion revolved around determining how much help the club need from outside companies to maximize fund raising.

### Conclusions:

Numerous members have volunteered to participate on the committee. Chris Horn will get a quote from a few more companies with more specific needs answered. The Inn at St. Peters will provide food quotes to Chris. The Inn will also work with the committee to create and mail a post card to their customers.

### Action items

	<b>Person responsible</b>	<b>Deadline</b>
✍ Solicit auction items	Everyone	ASAP
✍ Establish a committee and determine how to go forward	Chris Horn	ASAP
✍ Prepare Save A Date postcard mailing	Chris Horn	10/06/07

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<b>Agenda item:</b>	Annual Meeting and Awards Banquet	<b>Presenter:</b>	Michelle Thomas/Ashley Stewart
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### Discussion:

Ashley Stewart researched local area churches and fire halls to find a suitable location. Many of the fire halls were either too big or too expensive. Still waiting on St. Peters Church and St. Andrews church.

Develop meeting agenda and notify all committee chairs of reports needed.

Voting in of first set of Board Members. Discussion around changing the term from 2 years to three and encouraging a 12th board member.

What is the best way to format the evening?

### Conclusions:

Ashley Stewart will email responses to the BOD by Friday to vote on location. See if Daria will donate a slideshow to play in the background after the meeting, but during the rest of the gathering.

Send out a request for interested members to join the Board.

### Action items

	<b>Person responsible</b>	<b>Deadline</b>
✍ Solicit auction items	Everyone	ASAP
✍ Amend by-laws	Michelle Thomas	ASAP
✍ Solicit venue pricing and availability	Ashley Stewart	11/05/07

✍ Solicit interested members for Board	Michelle Thomas	ASAP
✍ Collect reports from chairs and officers	Ashley Stewart	01/01/07

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**Agenda item:** Membership Update **Presenter:** Louise Beam

**Discussion:**

Louise beam has agreed to take over the Membership Chair position

**Conclusions:**

20 renewals and 1 new. Check and information will be forwarded to USDF. Michelle motioned to renew affiliation with USEA and send check for \$125. Kat Kruemmling seconded. Vote passed unanimously.

Action items	Person responsible	Deadline
✍ Send renewals to USDF & USEA	Julie/Michelle/Louise	12/6/07
✍ Update membership application submit to web site	Michelle Thomas	ASAP

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**Agenda item:** Education Committee **Presenter:** Courtney Sarge/Liz Glass

**Discussion:**

Start work on scholarships and education grant guidelines.

Questions on how the University program is developing. Should put earned credits on the web site.

**Conclusions:**

Develop a committee to establish scholarship guidelines, creation of the education fund and rules around the how to disperse the funds.

Determine names for achievement levels for the University. Create information sheet for web site.

Action items	Person responsible	Deadline
✍ Create information page for FCDA University and status page for member's to look up their credits.	Courtney Sarge	1/04/07
✍ Present suggested names for credits certificate levels to the BOD	Courtney Sarge	1/04/07
✍ Develop guidelines around fund disbursements	Liz Glass	1/04/07
✍ Recruit additional members for the committee	Board of Directors	ASAP

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**Agenda item:** Combined Test w/Cross country **Presenter:** Michelle Thomas

**Discussion:**

Turn out was good. Change of date was suggested. Maybe June? So many things going on in late November. Competitors suggested also offering with the horse trial option. The show made a net profit of \$891.39. The largest expense was the ribbons. Since it was a first event there were no residual ribbons. \$500 will be put to starting the Education Fund.

Refund request by Tony Steiert for medical reasons. Michelle moved to refund less handling fee per entry. Motion second by Ashley Stewart, the vote passed unanimously.

Some issues:

Scoring with the SX phase – How do we determine Overall Low Score?

Optimum time not posted on course

Safety vest requirement not in prize list

**Conclusions:**

Discussed with JEF they are open to changing the date even allowing two events. Angelique suggested we look through old issues of Equine Marketer and H of DV to determine dates. We will offer horse trial option this time. Need to determine how to judge overall Low Score. Possibly eliminate and just do divisional winners. Add optimum time and speed fault times to course map. Add safety vest requirement to prize list. Set up education fund.

Action items	Person responsible	Deadline
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✍	Talk to Sue Springsteen about creating and managing the Fund	Michelle Thomas	ASAP
✍	Send refund check to Tony	Julie Kulp-Martin	ASAP

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**Agenda item:** Omnibus **Presenter:** Stacy Shaner

**Discussion:**

Ads need to be submitted by December 30<sup>th</sup>. Letter to be sent out to organizers to request their information to be submitted to the Omnibus. All submissions should be sent to Stacie ([kitiara3@gmail.com](mailto:kitiara3@gmail.com)) in PDF format. If this is not possible she will try to work with what each contributor can provide.

**Conclusions:**

Goals will be distribution by March 1<sup>st</sup>. Minimum 500 copies distributed to members and all local tack shops and farms. Content will include Year end Award information, Education grants, scholarships and University guidelines. Volunteer and committee opportunities. The ads will be limited to only 17 pages.

Action items	Person responsible	Deadline
✍ Get ads for the Omnibus	Everyone	ASAP
✍ Start to develop Omnibus	Stacie Shaner	ASAP
✍ Send letter to organizers	Michelle Thomas	ASAP

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**Agenda item:** Winter Clinic and Seminars **Presenter:**

**Discussion:**

Cherie Gaebel is scheduled for January 19th at Hetherbridge Farm; Cynthia Stephens is scheduled for FixATest at JEF January 26<sup>th</sup>. Louise Cox has agreed to do a Fix A Test sometime in march.

Anita Curtis animal communications seminar Feb 16 and 17 at JEF

Discussion around how to do the older horse seminar: A panel of experienced horsemen who have had success with competing older horses or find professionals who specialize in older horses.

Bobbi Bullard has agreed to do a Musical Ride Seminar late April early may when she returns from Florida.

Action items	Person responsible	Deadline
✍ Confirm with clinicians and set dates	Michelle Thomas	Ongoing

**Conclusions:**

We will work on getting ideas on older horse expert to put o the seminar. Try contacting New Bolton for suggestions. Other thoughts were Judith Shoemaker, Pat McGraw, Jann O'Leary Costa, a local dentist, local feed representative.

Action items	Person responsible	Deadline
✍ Confirm with clinicians and set dates	Michelle Thomas	Ongoing
✍ Confirm clinic dates with possible venues	Michelle Thomas	Ongoing
✍ Develop ideas on older horse seminar	Board	01/04/07

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**Agenda item:** Board of Director Responsibility **Presenter:** Richard Ellis

**Discussion:**

What are the policies going to be regarding participation as a director on the Board? Develop guidelines around attendance, reports and participation in club development.

**Conclusions:**

Richard will develop Expectations and guidelines and resent at the BOD next meeting

Action items	Person responsible	Deadline
✍ Develop suggested expectations	Richard Ellis	01/04/07

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**Agenda item:** Dressage Adult Day Camp **Presenter:** Ange Bean

**Discussion:**

We are looking into pricing and availability of two venues for the camp. USDF Certified Instructor Gina Krueger will be the featured instructor and the camp will be held the March 21-23. Working on putting together curriculum.

**Conclusions:**

Angelique offered a saddle fitting seminar for one of the theory classes.

<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>
✍ Follow up with venues	Michelle/Ange	ASAP
✍ Develop curriculum	Ange Bean	ASAP
✍ Create flyer and entry form and submit to the web site	Ange Bean	ASAP
✍ Submit information to insurance company	Ashley Stewart	ASAP

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**Agenda item:** Fit, Focused, Forward Seminar **Presenter:** Laurie Higgins

**Discussion:**

Managing Rider Back Pain, Stretching and Fitness for the Equestrian Athlete. Improving Communication with an off Horse Conditioning Program. Based on the philosophy that to create a true relationship, both horse and rider need to be in peak condition. Mike Pilato is a world renowned athletic trainer and equestrian medical researcher. A respected author on equestrian fitness. Commitment to all types of education to help the rider improve

**Conclusions:**

The seminar will be held at the National Penn Bank and the space is limited. Laurie Higgins made a flyer and distributed it around the local equestrian community. Flyer was submitted to the web site

<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>
✍ Submit information to insurance company	Ashley Stewart	ASAP

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**Agenda item:** Daniel Stewart Clinic **Presenter:** Michelle Thomas

**Discussion:**

Daniel Stewart has been booked to do a 3 day clinic – 1 dressage day which will include On The Bit and Blind dressage plus the Balance and Symmetry workshop. 2 days of jumping clinics – 1 will be Video lessons and review and the other will be three jumping clinics. Daniel Stewart is a gifted instructor and an accomplished author. Daniel works to develop riders from the very basic to the advanced. M&M Stables has offered to host the clinic April 18<sup>th</sup> thru 20<sup>th</sup>. Daniel is from Andalusia, Spain and has been coaching current and future prospects of the US Equestrian Team since 1999. Including the 2004 Athens Olympics. Daniel also has degrees in Exercise Science and Psychology. The Clinic will be utilizing the exercises he is using to prepare the US Team for the Beijing Olympics.

**Conclusions:**

The clinic will only hold 12-16 riders per day. Riders may choose to ride 1 to 3 days, since each day presents different learning. We will notify local pony clubs and 4-H groups to see if they are also interested in participating.

<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>
✍ Create entry form and flyer	Michelle Thomas	01/15/07
✍ Send information to the website	Michelle Thomas	01/30/07
✍ Create flyer and distribute throughout the local community	Michelle Thomas	01/15/07
✍ Submit information to insurance company	Ashley Stewart	ASAP

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**Agenda item:** Financial Report **Presenter:** Julie Kulp-Martin

**Discussion:**

Financial report and monthly expenses to be proved are attached.

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Next meeting January 3, 2007, National Penn Bank 7-9pm. Everyone is welcome.