

# Equestrians Institute Board Meeting

**10/29/16 – Bellevue Public Library, Bellevue WA**

## **Call to Order: 3:10 PM**

Present: Diane, Chris, Laurie, Merridy, Gunn, Peggy, Sarah, Trish

Absent: Meika

## Agenda-

- Review and approve minutes from 10/1/16
- Division Updates
- Annual meeting 11/13/16 at Polestar Farm
- Other Business

## 10/1 Meeting Minutes Approval

Minutes reviewed. Motion to approve. Motion passed.

## Division Updates

### Dressage

Reviewed the 2016 profit and loss report. Division lost money due to show entries being less than expected. Clinic entries were also down, probably due to the dates being on a weekday versus a weekend. The P&L did not include the General Fund's non-member fee (estimated at \$1,500 for the 300 non-member entries during the year). Due to the financial state of the division, the board will later discuss an exemption for the division.

Plans for 2017 are as follows:

- Not hosting L'Apertif
- Attempt to avoid conflicting schooling show dates by reached out to Meadow Wood
- Trim Beaujolais costs
- Increase show sponsorship

Actual to expected budget for the clinic were discussed. The clinic was full of riders but did not have auditors. There was further discussion about the impact of conflicting Meadow Wood shows as well as shows at other venues. Lower show entries seem to be the general trend across all shows.

### General

Reviewed 2016 budget to 2016 projected to actual 9 months. Division support was estimated at \$4,000. There was discussion about the negative impact on the general fund due to Dressage Division's anticipated \$1,500 not being paid into the General Fund. Further discussion was tabled to later in the meeting.

Membership is up by 20. Of existing members, 77 are lifetime and 215 are renewing members. A chart of membership by division was presented. Discussion focused on how this chart did not reflect the

interests of a member for any other divisions beyond the primary division designated on the membership form. The consensus was a second report of membership charted across all divisions versus just the primary would be useful.

Additional discussion followed on how to draw new members. Since Dressage and Eventing can't give discounts, options discussed include schooling shows, perks such as preferred RV parking or stabling, or top EI member awards at each show.

### Sport Horse Breeding

Reported that the shows lost money, though the recent memorial award offers a bit of a financial buffer.

In 2017 the show secretary / manager positions will be combined to save costs. Additional focus will be on a silent auction and sponsorships. Will work on increasing show entries by wooing the 3 big breeders back. Will also be looking to recruit a volunteer coordinator and an auction coordinator.

### Driving

Reported that 5 events were held and the financials for each show and clinic were reviewed. Bottom line is the division is up about \$1,500 due to fund raising and the auction. Factors that influenced these positive financial results include:

- Intro clinic was supported by a \$500 ADS grant.
- All show positions except judges and officials and course designers are unpaid.
- CDE would have lost several thousand without the auction, raffle, and donations.
- Inavale's aggressive fundraising also helped out EI.

Expenses included materials for the new obstacle as well as trailer repair and office printer for the show office.

Also, reported that the new owners of the key venue are great and working well with EI show organizers; year-end awards ceremony will be held in January; and expected to add 4 more people to the driving committee.

### Eventing

Reported the September show went well. Volunteers were recognized with gifts and the hospitality tent was well used.

EI 2017 show dates will remain the same. Spokane event organizers wanted EI's spring and fall dates. However, the USEA region organizers voted to keep show dates "as is".

Plans for 2017 include adding an intermediate course on the lower field. The course is drawn out and David O'Conner will come out to look at it. Training course will be moved up above, which will be easier for trainers to get from warm up to the jumps to watch their riders.

## Annual Meeting

### Charts

Reviewed the slide deck from last annual meeting. Updated slides are due no later than November 9<sup>th</sup>. Diane will compile and send out for review on the 11<sup>th</sup>. The following charts are needed:

- Overview (Diane)
- Division Reports
  - Each group financials – Gunn
  - Division Activities – each Director – Meika, Gunn, Sarah, Chris
- Minutes for Approval (Trish to bring copies)
- Board election (Diane)
- Volunteer Extraordinaire

### Slide Show pictures

Put the images on drop box. Diane will work them into an automatic presentation.

### Annual meeting lunch

Diane is going to make some crock pot entrees and provide some Costco platters.

### Poker Ride / Drive

Entries are being taken. Prizes will be ordered. Poker Ride / Drive being coordinated. Room for 20 trailers. Stall fee goes to Polestar.

## 2017 Board Slate

Discussion by division as to who will be on the 2017 board slate. Driving is looking for someone to replace Sarah (so she can go back to fundraising.) Merridy is looking for an apprentice to job shadow her. Eventing will remain the same. Sporthorse will remain the same but also looking for an apprentice. Dressage is looking for a second person. Diane also commented that the board is missing a Vice President. One suggestion on that was for Sarah to fill that role.

## Volunteer Extraordinaire

Three people meet the qualification and will be presented with jackets at the annual meeting. Board agreed to continue the award in 2017.

## Division Action Items

### W9 Forms

W9 forms for show officials are due to Gunn.

### \$5 Non-Member Fee for General Fund

\$5 non-member per entry payable to EI as follows:

- Eventing - \$1,500
- Driving - \$290
- Sport Horse - \$100 - \$200

- Dressage - \$1,500

Discussion of transferring funds from Dressage to the General Fund after the financial losses Dressage incurred this year. Impact on the general fund and its current balance were reviewed. Consideration given to the following: Dressage Division's reserves total about \$15,000. Anticipate this amount is enough cushion for one more bad year. Sporthorse Breeding also lost money this year. A solution that garnered the most support because it balanced the need to replenish the General Fund with the financial needs of a division was to defer the non-member fee to next year while documenting it as a line item on the 2017 division budget. Motion made and passed for deferrals for Dressage and Sporthorse breeding

## Other Business

### Succession plan for directors

Discussion for recruiting EI Directors. Further discussion is recommended. Ideas included:

- Recruit for specific tasks and then groom for a larger role in the division
- Develop a large pool by conducting board meetings via conference call
- Rotate of incoming, current, and past director to provide a finite term as well as a consistent transition

**Meeting adjourned 5:35 PM**