

NOVAWE BOARD MEETING -Minutes

**Meeting by Conference Call: Biddie Lowry, Laura Guillaudeu and Diane Hutchinson
16 March 2020 / 7:40 pm**

- 1.) a. Tarrin Warren Clinic Postponement
- b. Postponed until June 4-5, 2020 as dates for clinic and the show will be June 6-7,2020

ACTION: Biddie will compose an email to Frying Pan Park, cancelling the April 6-7 clinic. We will hold off to decide if we want to book June 4-5 for a Tarrin Warren Clinic – wait to see what the virus does. Biddie will also inform participants that the Clinic will be postponed.

If we decide to go forward with a June clinic, NOVAWE will offer to all current clinic riders' slots in the June 4-5 clinic and refund those who can't make the new dates. Open up to membership then public

EOH April 25th is at risk – hopefully we'll know more in a week or so.

- 2.) Need more assistance with organization
- a.) Kellie Lawrence (Treasurer) --

ACTION: Diane to follow-up and review books with Kellie

- b.) Secretary (Diane Acting)
- List of responsibilities for Secretary:
 - 1.) Board meeting Agendas/Minutes
 - 2.) Monthly Reports to Confederation
 - 3.) Administration and tracking of COIs from Clinicians/judges and to facilities
 - 4.) Administration and tracking Contracts with Clinicians/Judges facilities

ACTION: Biddie will ask Debbie Meade if interested in the Secretary position.

- 3.) Community Relations/Fundraising Committee- (List of responsibilities)
 - a.) Committee Chair Position is open
(FYI Nancy Jean is leading Program development)
 - b.) Show & Sponsor Relations --
 - b.) Business Member Relations
 - c.) Annual Fundraisers
 - d.) Raffles
 - e.) Donations

ACTION: Diane (once green light from virus) see if Jan is interested in helping solicit for the show.

4.) Review the list of Board and Committee Chairs and Members

ACTION: Diane made a correction to the list. Board position is “Treasurer” not Community Relations. Community Relations is one of the committees.

(C:\Users\bidlo\Dropbox\NOVAWE-Shared\Bylaws & Operations Manual)

ACTION: Biddie made the same corrections in the Operations Manual v1.1.

(C:\Users\bidlo\Dropbox\NOVAWE-Shared\Bylaws & Operations Manual)

5.) Currently Board Members cannot be Professional Horsemen and/or Business Members -- do we need to revisit this? (later, if we can't get enough participation from others)

ACTION: Board still agrees that it is best that Professionals/Business Members do not serve on the Board. Professionals/Business Members may be Committee Chairs and/or volunteers.

6.) Should we explore having our Rated Show also licensed by WE United?

ACTION: Diane votes yes. Biddie votes yes. Laura votes yes.