

# NOVAWE BOARD MEETING -AGENDA

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## Meeting by Zoom Conference Call

**Board of Directors: Laura Guillaudeu, Diane Hutchinson, Kellie Lawrence, Biddie Lowry, Nancy Wilochka**

**14 December 2020 / 7:00**

Welcome new Member of the NOVAWE Board, Nancy Wilochka!  
Any Tech Issues?

## Old Business

1. Approve minutes from 11-09-2020 meeting.  
**VOTE: The board voted to approve minutes**
2. Mills Smith agreed to be Volunteer Coordinator for 2021.
3. Due to short notice, Biddie wrote & Diane revised a short article for Region 6 to submit to USAWE about NOVAWE.
4. Dec 2020 USA Rules for WE, Appendix A & B need to replace the 2019 versions on the website.
5. NOVAWE Action Item List-These are the remaining items on the list.
  - a. Minutes from 6-24-19 and 9-25-20 need to be posted on website.
  - b. Post minutes from 11-9-20 if approved on website.
  - c. Instruct Biddie on how to update the website.
  - d. Not sure if any other tasks need to be done. Biddie was unable to unhide the rows 4-45.
  - e. Should we continue to use this spreadsheet? Pros & Cons?  
**The spreadsheet was not being actively used so it was decided to track future action items using the Board meeting minutes/agenda.**

## New Business

### 1. President Report – Biddie

- a. Bylaws will need to be updated (Diane) to reflect addition of Nancy to the Board, emailed to Board Members for approval, and posted on website
- b. Operations Manual Revision – 2021 v2 – suggestions-other revisions-additions  
**The Board members agreed to read the changes to the Operations Manual before the January Board Meeting.**

### 2. Membership Report -Laura

- a. Current Stats  
**Laura reported that there are 11 business members (4 new), and 45 Individual members. She will follow-up with a few business members about renewals (TEVA, Pro-Equine, Bella Vita, and Be Balanced)**

Discussed whether membership needs to be a committee or move to Officer Responsibilities since the draft version of the Operations Manual has it under Officer Responsibilities. Creating a Youth Committee was also discussed but has not been decided.

The Board discussed deadlines for membership renewal and when to remove their membership. It was determined that at the end of January, they will be cutoff from member benefits but kept in the spreadsheet on the prospect list.

**VOTE: The board voted to have membership renewal cutoff be January 31, 2021. The members who did not renew would be moved to the prospect list.**

### 3. Treasurer Report – Kellie

a. Current Stats

Kellie reported that there is \$6,039.54 in the account.

Upcoming expenses:

April insurance payment-\$528.

Events banner for ATT-\$150.

We've received over \$1400 in membership, expecting about \$2000 more in membership fees to come in. All of the expenses from fun show and clinic are in.

The profit for November clinic was \$117.95.

### 4. Secretary Report – Debbie

Nancy will be taking over the role of Secretary. Debbie will write the November Monthly Report.

### 5. Marketing/Publicity Report – Diane

Diane said that the Rounding Post for December was completed. The next Spotlight will be on Mary Flood. Diane is open to suggestions about future articles.

### 6. Events Report – Biddie

a. The following events organized by NOVAWE have been scheduled (Frying Pan Park- waiting on contracts)

March 27	WE Clinic with Allison Reed at Frying Pan Farm Park
April 24	WE Clinic with Melissa Smith at Blue Top Farm
May 22	WE Schooling Show at Frying Pan Farm Park- Dr. Jill Malone
June 26	WE Clinic with Melissa Smith at Blue Top Farm
August 7	WE Event with Allison Reed (location to be determined)
October 23	Fall Fun Fest Show at Frying Pan Farm Park
November 7	WE Schooling Show at Frying Pan Farm Park

b. Biddie has started discussion with Suzanne Liscouski about a clinic. Does anyone else have a request for an event for 2021?

Discussed the possibility of having a non-ridden class in Feb/March for new members that would be virtual or video to introduce the obstacles to beginners before the first clinic. Also discussed the possibility of having Mary Flood do a Fix-a-Test.

#### **7. Any other business or concerns**

a. Year End Prizes-Laura discussed the prizes for championship jackets and saddle pads. It would include the logo, championship title, and the year. The Board decided that there was no need to have a high score award for each level as was done this year. Championship may only be won by the same rider/horse pair twice at any given level.

b. Intro to NOVAWE. Biddie discussed High Country WE in CO. They have a non riding intro to working equitation for new members. Might be something nice to do in early March? Biddie said she could do it, maybe do it virtually? A good idea! Maybe make a video, show people what we do? New members, or any member who is not able to attend a clinic? Start up virtually, help people learn before they go out with their horses. Some people do a lot of stuff, some do not, with a narration, maybe with Stephanie demonstrating?? Keep ideas coming!

c. The Board welcomed new Secretary Nancy Wilochka.

Meeting was adjourned by Biddie at 7:57 PM.