

# NOVAWE BOARD MEETING -AGENDA

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Meeting by Google Meet Conference Call

Board of Directors: Laura Guillaudeu, Diane Hutchinson, Biddie Lowry, Nancy Wilochka  
8-16-21, 2021 / 7:00 pm

Meeting started at 7:10 pm

Welcome

## Old Business

1. Approve minutes from 7-19-21 meeting. [Pending edits. Tabled until new versions created.](#)
2. Equipment purchases approved by Board Members via email by 8/6/21 to be purchased by Biddie Lowry with NOVAWE card. An Inventory Spreadsheet was created to track NOVAWE equipment. [So noted.](#)
3. Update on Action Item: NOVAWE Member Meeting is Sept 27<sup>th</sup> at 7:00pm. Sue Watkins has agreed to speak and will answer questions that membership gives to us to give to her.
4. Update on Action Item: Nancy – Monthly Activity Reports: [Biddie/Nancy will create a Quarterly Report spreadsheet.](#)
5. Tabled from July meeting: NOVAWE Membership Benefits - Form will need to be adjusted for 2022. Reduced prices are not a listed benefit. Propose to do away with that unwritten benefit to ease financial record keeping. [Biddie proposed to do away with these discounts, one price fits all. All agreed.](#)
6. Tabled from July meeting: Membership Fees – propose one price for Individuals (\$40) and no reduced price (\$30) if also join USAWE. Takes time to track down people to determine if they are a USAWE member. [Motion passed: straight pricing, no discount for being a USAWE member.](#)
  - a. FYI: Current membership fees:

i. Youth Membership (7 - 17)	\$10
ii. Social Membership	\$20
iii. Individual Membership	\$40
iv. Family Membership	\$70
v. Business Membership	\$100

## New Business

### 1. President Report – Biddie

- a. Biddie’s Dropbox is almost full. Should [novawe.info@gmail.com](mailto:novawe.info@gmail.com) have a Dropbox account? Then move files to that one. The Dropbox is Biddie’s, need to investigate moving it. [Biddie will try to move things over.](#)
- b. Officer Succession – ideas: Bylaws say 2-year term, can continue to serve, should have odd number of members. Try to stagger it, need a fifth board member. Professionals/business

members cannot be board members. Can still have professionals. Need to actively search for board members. Can we also narrow down the number of volunteers? Biddie will try to combine tasks so we can thin our ranks a bit. Diane: we should amend our bylaws to clarify the business members holding board position. Action: Diane to come up with language to amend the bylaws.

c. Member Survey – Survey has been put into a Google Form. Live edits made during meeting, added a request for a new board member. Action – Actions: Biddie will send Mail Chimp with the survey on Aug 18, due back Aug 24. Diane will analyze data. Second mail chimp with Fall Events Calendar goes out Aug 25, no due date for that, then a month to sign up for Sept 27 member virtual meeting **(Add due date for member meeting sign up 9/24/21.)**

## **2. Membership Report -Laura**

a. Current Stats 102 members, added another business member (Cavalor products) Laura will send a thank you card to Almeda. Mark Wallace's dad passed away; Laura will send a sympathy card. Biddie sent Saddlery Liquidators a thank you for providing the prizes at Almeda show.

## **3. Treasurer Report – Diane**

a. Current Stats – balance: \$7555 actual cash on hand. Nancy to contact Rizwan for price information on a refurbished laptop computer.

## **4. Secretary Report – Nancy**

a. COI/Contracts Status – Kimberley Hillyer's is signed and filed.

## **5. Marketing/Publicity Report – Diane**

a. Rounding Post- will target for after Sept meeting.

## **6. Events Report – Biddie**

a. Movin' On Up Clinic and EOH Show on Oct 23, 2021 at FFPF: suggested price \$145/rider; 8 riders

Stephanie Jennings is confirmed as clinician for morning. Format: Four people will be Novice A, and 4 will be Novice B. Riders stick with same clinician. Second part: 45 minutes guided course walk with instruction and strategies etc. Then lunch, ask questions to Biddie and two clinicians. Then, an EOH show, one time through. Novice B to Stephanie, and Novice A to Allie. \$130 price agreed upon.

b. Mail Chimp announcing 3 Fall Events to be sent to membership on August 25<sup>th</sup>. Will need to add some text about the Member Meeting. (Sept 27<sup>th</sup>)

c. Member Meeting Sept 27<sup>th</sup>:

1. Google Form for members to sign up to attend and to submit questions for Sue has been created.

2. Nancy, update on plans for Member meeting: Action: Biddie and Nancy will work on mail chimp messaging.

7. Any other business or concerns – None noted.

Meeting Adjourned at 9:11 pm.