

NOVAWE BOARD MEETING - Minutes

Meeting by Google Meet Conference Call

Board of Directors: Sarah Drew, Laura Guillaudeu, Biddie Lowry, Stephanie Jennings, Nancy Wilochka

3-14-2022

Meeting started at 7:42 p.m.

Old Business

1. **Motion to approve minutes from 2-7-22 meeting by Biddie Lowry. No discussion, motion passed.**
2. Update on Action List from Nancy - Year End Awards Flyer (On hold until we determine requirements for Year End Awards)
3. Kimberley Hillyer will be our judge for the October Schooling Show.
4. All IRS forms have been filed for 2021.

New Business

1. President Report – Biddie

- a. Regret to announce that Sarah Drew is stepping down from the NOVAWE Board. NOVAWE appreciates her service to our organization.
- b. Year End Awards Criteria:
 - i. Background: Kim Ellis has volunteered to track scores from members that compete at our schooling shows and licensed shows. She wants her father's perpetual trophy to include scores from both. Her criteria states that this Perpetual Trophy goes to the rider with the highest average Ease of Handling score out of all levels after removing highest and lowest scores.
 - ii. Discussion:
 - a) How would members turn in scores to Kim from licensed show? **Individuals should contact Kim Ellis when they have scores. Should we have a google form for people to fill out? How would Kim like to get the scores? Biddie will reach out to Kim to see how she wants to handle.**
 - b) Do you want to include licensed show scores in our Year End Awards?

Discussion: Does NOVAWE skip a year for year-end awards? Stephanie makes motion to skip this year, passed. Kim E will still do her perpetual trophy.

Biddie discussed having a member meeting in December, could be in person, maybe a guest speaker? All agree.

2. Membership Report -Laura

- a. Current Stats Members: 76. Nine business members.

3. Treasurer Report – Biddie

- a. Member Meeting Final Report:
 - i. Final Cost to us: \$1109.22
(Total Expenses: \$1375.67 - Income from lunch tickets: \$266.45)
- b. Any discussion about keeping our financial records in Excel? **All agree if it works, keep it.**
- c. Monthly Summary: (Share screen of Financial Summary)
 - i. Cash on Hand \$12,228.30
 - ii. Expected Expenses for March \$1465.00

4. Secretary Report – Nancy

- a. COI/Contracts Status
 - i. Meghan Truppner – **(update 3/15: Megan will not do the July Clinic because she is moving.) We should look into an alternate person for the July clinic. Biddie will reach out to Allison Reed to see if she will do this clinic. Susan Watkins – has not responded to multiple email requests. Nancy will FB messenger her.**

5. Publicity Report – Biddie

- a. Rounding Post Update – It is written, in the editing stage of Dr. Jess's article on spring shots. Any other contributions? **Aim for two Rounding Posts per year. Biddie will find list of other people interested in being a Board member, add to current issue.**
- b. Flyer made for Doreen clinic, sent out to 588 people via Mail Chimp and posted on at least 5 new FB groups. Three new registrations by 3/13. **Need flyer for Susan Watkins clinic, Stephanie will create one.**

6. Events Report – Biddie

- a. 3-20-22 Clinic with Stephanie is full. Mills is working on volunteers. **Laura will bring food for volunteers.**
 - i. Obstacles – Stephanie: How can we help? **Set up obstacles in morning.**
- b. Clinic with Doreen has 1 opening on Tuesday (4/26) and 9 openings on Wednesday (4/27). Propose to open clinic to riders to sign up for two days. (6 on wait list) **It was decided to open the clinic to riders to sign up for two days.**
- c. Need a Stable Manager for the Doreen Clinic – any volunteers? **On hold, Nancy?**
- d. In 2021, we voted to give volunteers a \$5 gift card/at least 4 hours service. We can get e-cards from Amazon at no cost. A physical card would cost \$10. **Discussion: ecards are sent to people with a code. Whether we print, or email. Half a day volunteering is the minimum to earn a gift card.**

7. Any other business or concerns

- a. LCEA Equine Expo – **4/12/22, at the Stone Tower Winery in Leesburg, 5 pm to 8 pm**

- a. Board voted via messenger on 3/3/22 to reserve a table for \$50. Biddie and Laura will attend the Expo and represent NOVAWE. Biddie and Laura will man the booth. Laura has trifolds. Biddie has the table top. Will get a prize, people will enter, mail prize to winner. Don't need present to win. Laura has an embroidered tote bag, OK to spend \$20 worth of stuff
- b. Laura is working on Region 6 updates for USAWE.

Meeting Adjourned at 8:49 pm