

NOVAWE BOARD MEETING – Minutes

Meeting by Google Meet Conference Call

Board of Directors

Present: Laura Guillaudeu, Biddie Lowry, Stephanie Jennings, Mills Smith, Nancy Wilochka

January 10, 2022 / 7:30 pm

Meeting called to order at: 7:33 pm

Old Business

- a. **Motion to approve minutes from Dec 20, 2022 meeting by Biddie Lowry. Motion passed unanimously.**
- b. Biddie's Bank Card – has been ordered. Ribbons and poles will be ordered when card is received. **Biddie received bank card pin and is working on the online banking access.**
- c. Member Meeting – January 25th:
 1. Stephanie – report on number of attendees: **17, need more promotion to sign up for it.**
 2. Volunteer of the Year Award –These 3 names have been nominated by Volunteer Coordinator, Mills Smith: All three are similar, they all worked four times and all in a variety of jobs. Kim Ellis, Mark Wallace, Hila Wever. **Motion made and passed to award all three, as they are all equally good. Discussion about what to get them, and decision made to get three tote bags with NOVAWE logo. Pink and purple for Mark, purple for Kim, dark color for Hila. Laura will look into getting bags embroidered.**

New Business

1. President Report – Biddie

a. Email received from Holly Linz on 1/8/23 on coordinating a cooperative effort for the 2023 Eastern Zone Championships (EZC) and inviting a group discussion of this venture. Do we want to be involved in this collaborative effort? **Biddie, Laura and Stephanie will attend and see where they are going with it.**

2. Membership Report –Laura:

- a. Member count: **39 members that have renewed, and 3 business members**

3. Secretary – Nancy

- a. Send Facility Agreement to Hampton Hill Farm. Create one and send (use Almeda)
- b. Send contract to Rebecca Algar.
- c. Insurance COI has been submitted to USAWE.

3. Treasurer Report – Biddie

a. United Bank Quarterly/Yearly Report for 2022

Date	Debit	Credits	Balance on last day of quarter
1/1/22 to 3/31/22	\$ 2,739.09	\$ 6,930.93	\$ 12,858.86
4/1/22 to 6/30/22	\$ 9,728.91	\$ 8,724.83	\$ 11,854.78
7/1/22 to 9/30/22	\$ 6,123.19	\$ 3,200.00	\$ 8,931.59
10/1/22 to 12/31/22	\$ 1,930.65	\$ 1,734.79	\$ 8,735.73
TOTAL	\$ 20,521.84	\$ 20,590.55	\$ 68.71
			overall balance

b. Financial Summary:

1. Cash on hand: \$9359.15
2. Forecasted balance: \$8787.15

Date		As of: 1/8/2023
Checkbook Balance		\$ 8,685.73
PayPal Balance		\$ 673.42
Outstanding Checks/expenses	none	
	subtotal	\$ -
Payments Due (or upcoming)	Ribbons for Sch Show & Lic Show - est.	\$ 600.00
	Two rule book print and postage - The UPS Store-est	\$ 90.00
	LCEA Membership	\$ 50.00
	PVC Pipes (6) from Home Depot-est.	\$ 80.00
	High Country bases (6) - est.	\$ 252.00
	subtotal	\$ 1,072.00
Future Income	Additinal Memberships - estimate	\$ 200.00
	Donation from Pro Horse Services	\$ 300.00
	Subtotal	\$ 500.00
	Forecasted Balance	\$ 8,787.15
	Actual Cash on Hand as of 1/8/23	\$ 9,359.15

4. Events Report – Biddie

- a. March Clinic – March 4th - Venue is Hampton Hill Farm in Waterford, VA. Will open to members soon. NOVAWE will offer 3 sessions. NOVAWE will pay Hampton Hill \$300 for use of the facility and pay Mills Smith \$340 to teach for 4.5 hours. TSRC has agreed to let us use their WE obstacles provided that we replace or repair any obstacles damaged in the clinic. Entry fees: \$50 plus \$10 office fee

b. April – Licensed Show –

1. Cost of Frying Pan rental is \$1650, due March 22nd. Rebecca Algar charges \$450/day plus travel expenses. She will stay with Biddie while in Va.
 2. Show opens to members on 2/4/23 and to public on 2/8/23.
 3. We have 2 Day Show Managers, Elaine Meilahn and Jackie Pennington who will also contact Volunteers with a schedule. Biddie will continue the other pre-show Show Manager duties.
 4. Mills will find the remaining volunteers.
 5. Still need and Prizes/Banner Coordinator. Discuss. We need someone to gather up the prizes, put the ribbons in order. Discussion on prizes, do we need to do prizes or cash? Do we want to give out a competitor packet with every entry? **We don't need to do both, gather promotional materials from business members, along with marketing materials. NOVAWE post it notes. Vote taken to do just competitor packets, no champion and reserve prizes. Discussion moves to how much to spend for packets? Rest of discussion will be for a Show Committee meeting (All: think about what items we can put our logo on) \$15 for rider packet gifts**
 6. Farrier and Vet recommendations? **Biddie contacted her farrier and TEVA; waiting on responses.**
 7. It would be nice to have a flyer to publicize the show – who to ask? **Stephanie can do it**
 8. **Non competing horses? As long as people pay for a stall and have a Coggins, and make clear that the competition arenas are not to be used. No numbers issued, and paddock steward will know that horses without numbers cannot be in warm ups. Also, non refundable stall fees should be stipulated on sign up form.**
- c. Schooling Show options – May 27 (1 week before PA licensed show) or Aug 5 (2 weeks before a VA licensed show). **Discussion: Motion made and passed to hold show at FPP on Aug 5 (Laura will be out of town)**
- d. Friends of Frying Pan have decided to host a WE Clinic with Rebecca Algar on Friday, 4/21/23. They will pay us 1/3 of the travel and flight expenses we incur for Rebecca.

7. Any other business or concerns? Expos – LCEA and/or Frying Pan Park? The LCEA will be more expensive this year, for FPP there is also opportunity for a demonstration too. Nancy will ask about details for expo, do we need another stall rental agreement, for this year?

Meeting adjourned at: 8:54 pm