

IALHA 1st Quarter Board Meeting

Saturday, February 9, 2019

Meeting called to order at 9:05am

Roll Call: Bold names are in attendance.

Janita Smith	Jennifer Stewart	Kim Pittman	Kaeli Dressler
Kim Johann-Nass	Lisa Camp	Janna Jopp	Erica Peet
Sheilah Melsness	Francine Dismukes	Malen Dell	Lisa Adams
Alison Walck	Aaron Whitelock	Alex Dees	
Guest: Sharon Mohr			

Motion made by Jennifer Stewart and seconded by Francine Dismukes to retain Kim Pittman and Janna Jopp who missed two meetings last year due to extenuating circumstances. 12 ayes, 0 nay, 0 abstain

Board introduction

Reviewed legalities of being a board member. Reviewed Conflict of interest document and Confidentiality document. Reviewed list of committees and the expectations of the chair:

- To create a budget for your committee
- Contact the members of your committee
- Hold meetings with your committee
- Present at next board meeting with your committee ideas.

Janita discussed Membership committee and how to increase membership, expand membership programs, increase member involvement in the breed and how to give members more for their membership fee.

- Discussion on the High Score Ribbon program, how to incorporate into a local show by contacting that show secretary and having the ribbon presented at that local show. Allison Mathew would like to buy 50 more ribbons.
- Youth Membership award from the USEF, if we don't use the money we loose it. We have used this money to provide saddle pads to youth and free memberships to the

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youth. Janita reapplied for the youth grant. Janita reported we need to order more youth pads. Discussion on amount to order, Janna will order the pads.

- Adult grant uses in the past include: judges seminars, grants for first time people to attend a clinic or show for the first time. We need to promote this better because a lot of people did not know about it. Janita has reapplied for this again for 2019.
- Janita listed membership numbers and trends. Kaeli graphed and shared trends, our 2018 membership numbers have exceeded the 2014 membership numbers. We are already over 500 members for 2019.
- Membership Committee Janna Jopp Chair: members are: Lisa Adams, Brenda Forsythe, Cheryl Croasmun, Katie Berger Jr. Member, Amanda Samson, Aaron Whitelock, Christian Kai, Jody Sydodw, Jennifer Stewart, Kim Pittman, Kim Johann-Nass, Linda Dennison.
- Ambassador program; they get \$600 for a booth at an equine expo. Discussion on if we provide funding or reimburse after their event. Suggestions of creating an incentive program, where if the Ambassadors send in new membership forms they get a percentage back.

Marketing Committee: Kaeli Dressler Chair, Members include: Lisa Camp, Aaron Whitelock, Howard Peet, Kim Johann-Nass, Erica Peet, Francine Dismukes, Malen Dell, and Sheila Melsness.

- Howard has started one called "Let's Celebrate". He is going to people who have been a member for a long time and interviewing them. This gets posted on social media.
- Howard has another one called "Imagine". This will come out closer to Nationals.
- We need to do some publication marketing, this will be a conversation in the committee meeting. Ordering merchandise for resale with our logo.

Education Committee: Rolled committee into the Marketing Committee.

Policy, Procedures and Insurance Committee: Jennifer Stewart Chair.

Show Rules Committee: Kim Pittman Chair. Members include: Francine Dismukes, Rebecca Algar, Malen Dell, Jennifer Stewart, and Howard Peet.

Ethics Committee: Alison Walck Chair. Members: Francine, Gary Camp, Jennifer Stewart, Sheilah Melsness, Kim Johann-Nass, Kim Pittman.

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- There is a new form to file a complaint, Janita emailed out to all. There is a \$100 fee to file, this money goes to the IALHA. The committee will look at the complaint and investigate. The committee will decide what ramifications will happen.

Election Committee: Sheilah Melsness Chair. Members: Gary Camp, Janna Jopp

Finance Committee: Kaeli Dressler Chair. Members: Karen Sausman, Amy Star, Lisa Adams.

- Approves purchases over \$600 for a member purchase.

Publications Report: Erica Peet

- 2018 magazine issues were on time. Last issue was at 96 pages. The Foundation for the Pure Spanish Horse is not coming back to jointly publish in 2019. All the adds sold have covered the cost of the magazine. Discussed price changes to handle the magazine without the added content of the Foundation. Lori is the add designer and layout coordinator. She will help the members with their adds. Discussion on having a partial translation in the magazine.
- All of the add money stays within publication. Erica is asking for \$7500 for the magazine for 2019. Kaeli already had \$8,000 in the budget for 2019.
- The Iberian Connection Facebook page is now back up. It includes all of the old issues. We do sell subscriptions for just the magazine.

Publications Committee: Erica Peet Chair. Members: Lisa Adams, Kim Johann-Nass.

Scholarship not currently functioning.

Stallion Auction not currently functioning.

Website Jennifer Stewart Chair. Members: Howard Peet, Kim Pittman, Janita Smith, Erica Peet, Sheilah Melsness.

- Money allocated for website expenses, \$5,500. Includes Zoom, Newsbrief, and Website fixes.

Show Committee: Vacant Chair. Members: Jennifer Stewart, Janita Smith, Malen Dell, Kim Pittman, Janna Jopp, Sheilah Malsness, Amanda Sampson, Kaeli Dressler, Aaron Whitlock, Jody Sydow, Cheryl Croasmun, Christian Kai, Sherry Mohr. Erica Peet will manage the JRPR special awards.

- Discussed appointing a Chair person. Discussed creating a plan of succession to avoid overwhelming the incoming show chair. Discussed creating subcommittee to

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help alleviate this in the future. There is a great need for volunteers for the National Show.

PSL Commission: Sherry Mohr. Members: Francine Dismuskes, Michel Paulin, Amy Star, Ramona DeJong.

- In 2018 we did 45 plus inscriptions and 27 inspections. Updated budget for PSL Commission.
- Discussion on if we want to have APSL inspections at the National show. We might switch to every other year.
- Sherry reported there were horses who were inscribed in the APSL who were not IALHA registered. Question on if there should be a non member fee, issue discussed. Added a \$50 non member fee and Sherry will invoice them.

Break for lunch at 12:33 - 1:12 pm

Janita reported on the registry report. The special last year increased registrations and memberships. Kaeli reported we are at 101% of our budget for registry. We came in under budget on expenses which is 6.5% less than last year. We registered more horses and spent less.

Kaeli reported on membership income and expenses. Discussion about raising membership and registration fees. Discussed cost savings and cost increases. Discussed office registration and efficiency. Discussed having an online way to log in and track the process so members can see what is missing. Board discussed ways to close out files on horses that are permanently pending or deceased. We will create a flow chart to figure out steps, who does what and how long each step takes.

Kaeli proposes we allocate money in the budget to send board members to the office in Alabama to over see this process. Janita would like to allocate money to create space on the website to see what is missing on registrations. Kaeli will check with Richard to see if he will go to the office to document the registration process.

Audit Board discussion led by Janita. Suggestion to change By-Laws Addition of two year review. We will revisit this issue tomorrow.

By Law and Articles of Incorporation Changes so that people that have a half Andalusian could sit on the board as a director. The other thing was to change the By-Laws from 4 in person meetings a year to one in person meeting and three meetings via Zoom. Last year we did not have enough votes to change it. Discussed campaign to

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get members to vote. Janita will send form to Kaeli and she will set it up on Survey Monkey.

General Members meeting will be held on March 16th at Francine Dismukes's ranch. It will be held at 5pm.

Performance horse program. Alex Dees joined via Zoom.

Calling it the Iberian Performance Horse. This would allow us to register us anything that was at least 25% Andalusian. The Registry Board approved. People would get a Performance Horse Certificate. Reviewed JP Giacomini's concerns about the name. Decided to keep the proposed title. Janna to get a hold of Lori Monroe to create a certificate.

Art Contest Allison Walck Chair. Members Erica Peet and Jennifer Stewart. Discussed process of how we pick art. Alison in charge of the Art contest. It will start April 1st, closing date is September 1st, 2019.

Newsbrief: Janita is looking for someone to take over the newsbrief. Malen suggested Terri Meador, she will ask her.

Janita updated on the IALHA Education Association. It is now a 501c3, any donations made to it are considered a charitable association. It is a sister organization, incorporated with IL. It can cover clinics, the National Show, youth things and magazines.

Meeting suspended 3:43 pm

Meeting reconvened Sunday at 8:02 am

Board discussion of contacting volunteers and including them in the committees.

Board discussion of conflict of interest in hiring Richard Dressler to preform the office audit. Budget \$5000 to audit office and write report, compensation fee of \$500 per day not to exceed 5 days.

Motion made by Jennifer Stewart and seconded by Erica Peet to hire a consultant/auditor to process the flow of the office work: registration, membership, and systems technology to include; hardware, software and telephonic assessment, plus perform the internal audit for 2017 and 2018. Consultant will provide a report and make recommendations for improvement. 10 ayes, 0 nays, 0 abstained

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Janna Jopp made a motion Francine Desmukes seconds to hire as a consultant Richard Cruthirds for \$500 per day up to 5 days plus expenses to perform office assessment/audit. 9 ayes, 0 nays, 1 abstained (Kaeli Dressler)

Erica Peet makes a motion Lisa Adams seconds motion to acknowledge conflict of interest in the hiring of consultant Richard Cruthirds after discussion of monetary benefits to the IALHA and professional capabilities the board moves to approve. 9 ayes, 0 nays, 1 abstained (Kaeli Dressler)

Kaeli discussed the payment of invoices and oversight from the accountant. Kaeli would like to update the time keeping. Janna suggested Attendance on Demand software. Discussed holidays and benefits for employees. Discussed the progression of the office in the last three years. Discussed the roles and responsibilities of the office staff. Jennifer suggested every 5 years we send someone to the office to learn the complex registry software program.

Jennifer discussed the registry process of transfer of ownership. There is nothing in place to stop someone from forging a bill of sale and getting papers reissued in the new name. USPRE, AQHA and the Arabian Association verify signatures to address this issue. Board discussion on how to stop this from happening. Suggestion to have bills of sale notarized. Alex reported Robin does the transfer of ownership, it is not forwarded to the Registrar. This used to be the job of the Registrar and the Registry board. If there is a red flag the Registrar will contact the person for a signature verification. Board would like the office to email the seller for verification. Referred to registry.

Jennifer discussed the budget for our National Show. Reviewed line item budget.

Janita discussed USEF safe sport. Board discussion on the fees to USEF and the benefits IALHA receives from USDEF. Malen suggested we contact other breed associations to discuss this issue. Janita will be attending the USEF breed meeting, there are a lot of disgruntled affiliates over this issue.

Janita discussed the judges clinic. We offer this every other year. Janita applied our judges clinic to USEF for approval. Janita read the response letter from the USEF. Malen will take the USEF judges questions and see what we need to do. Kaeli discussed the budget for having a judges seminar at the National Show.

USEF invited us to have our horses at the Kentucky Landrover Event. Janita will email this event to JP Giacomini.

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Erica defined the USEF light program. You would not earn any points or be eligible for awards. Shows would not need to have emergency personal on sight to cut down the cost.

Kaelie Dressler made a motion Janna Jopp seconded motion to budget the purchase of 50 High Score Ribbons for the adult members program and 40 dressage pads and 11 all purpose for the youth membership program. 10 ayes, 0 nays, 0 abstained

Motion made by Kim Johann-Nass, Sheila Melsness seconded to change the By Laws to conduct an audit a minimum of every two years unless a need is identified earlier. 11 ayes, 0 nays, 0 abstained

Page 21 of By Laws Discussion on calling a Special General Meeting. We need 2/3s of the membership to change the By Laws. We can not do a telephonic meeting which is what we thought yesterday. It has to be an in person meeting. In a general meeting you need 15% of members to have quorum.

Meeting Dates June 8, 2019 in Texas, August 17, 2019 in Montana, November 8, 2019 at Nationals, January 25, 2020 in Texas.

Motion made by Shelia Melsness, Jennifer Stewart seconded to approve the committee appointments upon verification of membership. 10 ayes, 0 nays, 0 abstained

Motion made by Male Dell and seconded by Janna Jopp to accept the 2019 budget as attached. 10 ayes, 0 nays, 0 abstained

Jennifer Stewart makes a motion to adjoin seconded by Sheila Melsness. 9 ayes, 0 nays, 0 abstained