



**International Andalusian and Lusitano Horse Association  
Board of Directors Meeting**

**Minutes**

Date & Time	January 23 <sup>rd</sup> , 2021	Location	Dallas, Texas and Video Conference
-------------	---------------------------------	----------	------------------------------------

Meeting called to order at 0905 by Kaeli Dressler

Board Members in Attendance at roll call:		
In person/ Video/ Telephone	Name	Role
In person	Kaeli Dressler	President
Video	Erica Peet	Vice President
In person	Malen Dell	Treasurer
Video	Jody Sydow	Show Chair
Video	Cheryl Croasmun	Region 1 Director
Video	Amanda Latta-Portillo	Region 1 Director
In person	Alex Dees	Region 2 Director
Telephone	Sandra Jacob	Region 3 Director
In person	Francine Dismukes	Region 5 Director
Video	Corrine Stern	Region 5 Director
Video	Lisa Adams	Region 6 Director
In person	Martin Perez	Region 7 Director
Video	Katelin Swygert Dukes	Region 7 Director
Video	Ann Wild	At Large Director
Video	Zach Dukes	At Large Director

Others in Attendance at roll call:		
In person/ Video/ Telephone	Name	Member/guest/role
Telephone	Karen Sausman	Registrar
Video	Sherry Mohr	Registry Chair



**International Andalusian and Lusitano Horse Association  
Board of Directors**

**Minutes**

**ADOPT AGENDA**

Kaeli asked for a motion to adopt the agenda that was provided and distributed.

<b>MOTION</b>	<i>Made by Malen and seconded by Jody To accept the Q1 BOD meeting agenda.</i>
---------------	--

Agenda is adopted.

**EXCEPTION TO IN PERSON ATTENDANCE**

The requirement for IALHA Directors to attend the first meeting of the year in person is waived this year. Remote attendance at non profit association meetings is provided for in Alabama Governor Kay Ivy’s proclamation related to the COVID-19 pandemic emergency declaration. Therefore, a motion for an exception to in person attendance at this meeting is not necessary.

**SECRETARY**

There were no candidates for 2021 Secretary during the elections. President made an inquiry that did not pan out. President requests a volunteer for secretary for this meeting; Cheryl Croasmun volunteers. Sherry Mohr nominates Twila Gonzales for appointment. Her membership was not current, but can renew it. Sherry will ask Twila if she is willing to be appointed. President tables it until we hear from Twila.

**APPROVAL OF DECEMBER MEETING MINUTES**

<b>MOTION</b>	<i>Made by Malen and seconded by Sandy Jacob To accept the Q4 BOD Meeting minutes.</i>
---------------	--

Motion carries by voice vote, no nays, no abstentions. December 12th minutes accepted.

**CONFLICT OF INTEREST**

Kaeli listed the conflict of interest and meeting agreements needed from board members. Those in attendance will provide hard copy. Those remaining were asked to please sign, scan and return to president and office asap

**OTHER MEETING PROCESSES**

We use a rough version of Robert’s Rules of Order. President welcomes expert guidance on RRO.

**PRESIDENT’S REPORT**

President needs from board members. Remain plugged in and remain responsive to questions.

Looking for team software. Will explore with Brad applications to make it easier for us to share information.

Martin recommends a board section of the website where board members can log in and work together. Kaeli will work with Brad to see if that is a possibility.



**International Andalusian and Lusitano Horse Association  
Board of Directors**

**Minutes**

During this board meeting, President will try to identify what main priorities should be for the year. President feels we need to be forward looking and how to remain relevant and have good business practices in alignment with our issues.

**Staff Salary:**

- Cost of living increase requested.
- The last increase was 2017 and it was 3%
- Birmingham avg salary increase is around 3%
- Robin asked that Amanda receive a larger share of the raise. Amanda replaced Reba and the salary should be increased 5% which would bring her to the lowest range for people in her position.
- President Recommend 3% increase for Robin and 5% for Amanda.

Call for a motion for budget increase

<b>MOTION</b>	<i>Made by Alex and seconded by Malen To increase the budget for staff salaries as recommended by the president.</i>
---------------	--

All in favor, no opposition, no abstentions. Motion carries.

**MEMBER SURVEY**

President reviewed results with the group. See attached.

Insights discussed.

Martin - shows that cost is an issue and dressage is a big draw.

Kaeli - Should we share the results with the membership? Discussion. Decision: Summarized version will be included in an upcoming newsletter.

**EDUCATION ASSOCIATION REPORT**

In Janita Smith’s absence, the president provided a brief summary of the report that was submitted. Discussion.

Alex Dees - Concerns about confusion with the name of the 501c3. Suggests changing the name to Andalusian / Lusitano Education association because they are two different entities. Shared that the Longhorn association has a non-profit for capital expenses. They separated because there were a lot of small conflicts. Suggests we keep the organizations separate with separate leadership.

Karen - Agree that using logo and IALHA name, people could be confusing to members. Another suggestion is to consider developing inside the education association board members are the current exec committee, but board members change as the IALHA board changes. Either closer or complete split.



Kaeli - When Janita set it up in the state of IL, it had to be set up as an Education Association. This is a way to get some major donors involved once the capital campaign is well designed and defined.

Malen - Janita had experience in setting up 501c3; purpose be able to provide tax deductible status of donations and be better able to gather funds to do some major capital expenses.

**TREASURER’S REPORT**

Treasurer Malen Dell

Compared to 2019:

- Income: Membership increased 10K (7.7%), and Registry 12K (7%).
- Expenses: Membership decreased 11% and Registry 4.3%.

Compared to our budget:

- Membership income exceeded projections by 8% and Registry by 4.8%.
- Membership Expenses were below budget by 5.9% and Registry 5.6%

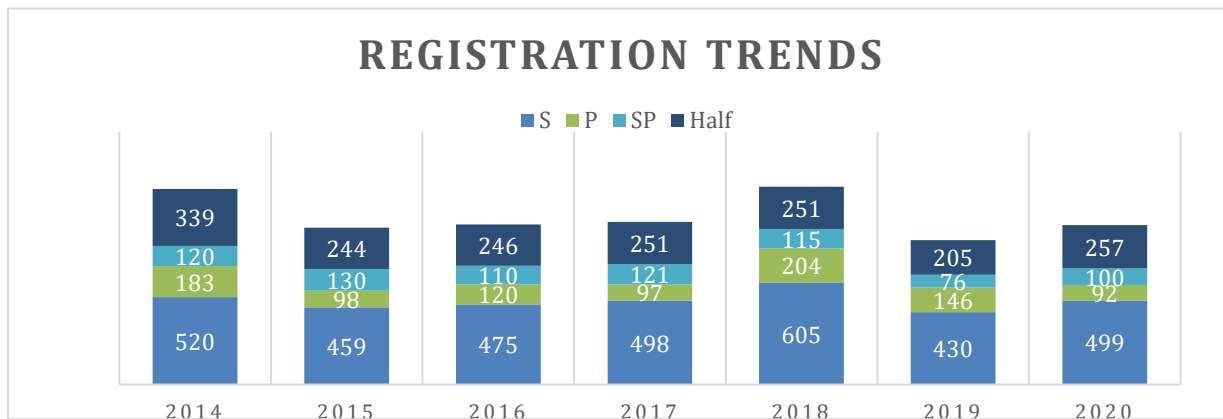
Actual:

- Membership income exceeded expenses \$41K
- Registry income exceeded expenses \$15K
- Publications expenses exceeded income by \$1.5K.

These things combined to yield Net Ordinary Income of just over \$44K for the year, an increase of 148% over prior year. Additionally, after confirming our eligibility, applied for PPP funds and we received \$22,300. This is found under “Other Income.” The necessary paperwork for this loan to be “forgiven” has been submitted.

**REGISTRY**

Karen Sausman and Sharon Mohr. Reviewed Registry numbers and trends. What was the increase in numbers in 2018? Specials (discount) for registration; in 2020 transfers up 10% due to 50% off “special”





**International Andalusian and Lusitano Horse Association  
Board of Directors**

**Minutes**

Office has scanned approximately 4000 digital files. Currently has registered about 21,000 purebreds and 10K half. Have started archiving with current horses and working backwards. 95% archived back to 2013 (approx 8000 horses). 400-500 still need data entered into the files. Will continue to work backwards. This is still critical to get digitalized files done. The further back they go, the more work needs to be done. Last year, we agreed to authorize additional hours for Amanda to devote to that.

Karen is getting a bid for the ability to allow members go online and access own horses and track registration (where it is in the process); requesting a bid from the person who did it last time. Currently, the studbook is a separate site. Last year, the budget was \$10k and only used \$900. Wanting to roll it over to this year to use as archiving and for this new system. Discussion. Consider what we are doing with the rest of the website and integrate the two membership systems so we don't have two login names.

FHANA has a good system that allows to electronically send forms, etc. Karen will check with them.

Discussion re: registry Proposals for bylaw change:

- Half Andalusian registry to accept 50% total horses. Breed half to a half. Presently require a purebred on one side.
- Allow BOD and Registry board to create other registries in the future.

Erica: We need to be careful with papers so we are not mis-representing and have issues like The Foundation had. Will our staff be able to accommodate another breed? Karen: If our business increases, we can scale. Right now, registrations are slow because of parent verification and microchip.

Martin: Did we see a change in numbers because of the Lusitano change? Discussion. That organization is only for the APSL studbook. Some breeders still register with IALHA.

<b>MOTION</b>	<i>Made by Alex and seconded by Malen To propose to the membership to make these changes to the registry bylaws to accept the new language in our bylaws to allow the use of half Andalusian parents to register half Andalusian offspring.</i>
---------------	---

All in favor, no opposition, no abstentions. Motion carries.

<b>MOTION</b>	<i>Made by Francine and seconded by Alex To propose to the membership to a bylaw change that will allow the future the creation of other registries by the board.</i>
---------------	---

All in favor, no opposition, no abstentions. Motion carries.



**International Andalusian and Lusitano Horse Association  
Board of Directors**

**Minutes**

**PUBLICATIONS REPORT**

Moved up on agenda so that Heather Hiller could provide a presentation to the board. Erica Peet reviewed report submitted.

Overbudget by more than \$7000. Decision needs to be made regarding The Iberian Horse Magazine – to continue print editions or some other format. Lengthy discussion.

Erica wishes to step down as Publications chair; she has been doing it for several years and will have a significant travel schedule in 2021 and will not be able to fulfill the role.

Heather Hiller, Member joined the call and provided a detailed proposal.

1. Option 1: 50% of all profits after printing is split with Heather and IALHA. Travel expenses paid for by IALHA. - On site for first print or any travel for shows, etc. Does not include photography.
2. Compensation fixed amount per issue. Plus additional travel.
3. Classical Horse magazine independently published and IALHA would be added to it.

Lengthy discussion followed.

<b>MOTION</b>	<i>Made by Jody and seconded by Erica To direct the money that we would have invested into the publications into the website and invest the editorial content energy into blog entries for the site and commit to a 1x yearly print publication.</i>
---------------	--

All in favor, No oppositions, No abstentions. Motion Carried.

**INTERNAL AUDIT BOARD**

Kaeli recommended doing an audit this year. Need a group of 3 members (Full Members) to serve on Audit Board. Francine asks to reach out to people who may have indicated interest in the member survey.

**EXECUTIVE COMMITTEE**

Kaeli plans to utilize the Executive committee more frequently than may have been done in the past (e.g. to prepare for BOD meetings); Board members will be notified of executive committee meetings as called for in the bylaws.

**ELECTIONS COMMITTEE**

After having served for so many years, Gary is ready to step down from his position. He will help mentor or coach someone who would be willing to take the chair position. Amanda Latta, Ann Wild & Alex Dees would like to be on the committee.

**ETHICS**

Alex Dees - Ethics committee has a problem because the confidentiality prevents it from communicating with



**International Andalusian and Lusitano Horse Association  
Board of Directors**

**Minutes**

the board. This may be in a policy document. Kaeli will ask the office. Add Cheryl Croasmun - Region 1 and Corinne - Region 5

**FINANCE & FUNDRAISING**

Described in the bylaws. Treasurer is head. Erica - Maybe someone from Education association would join.

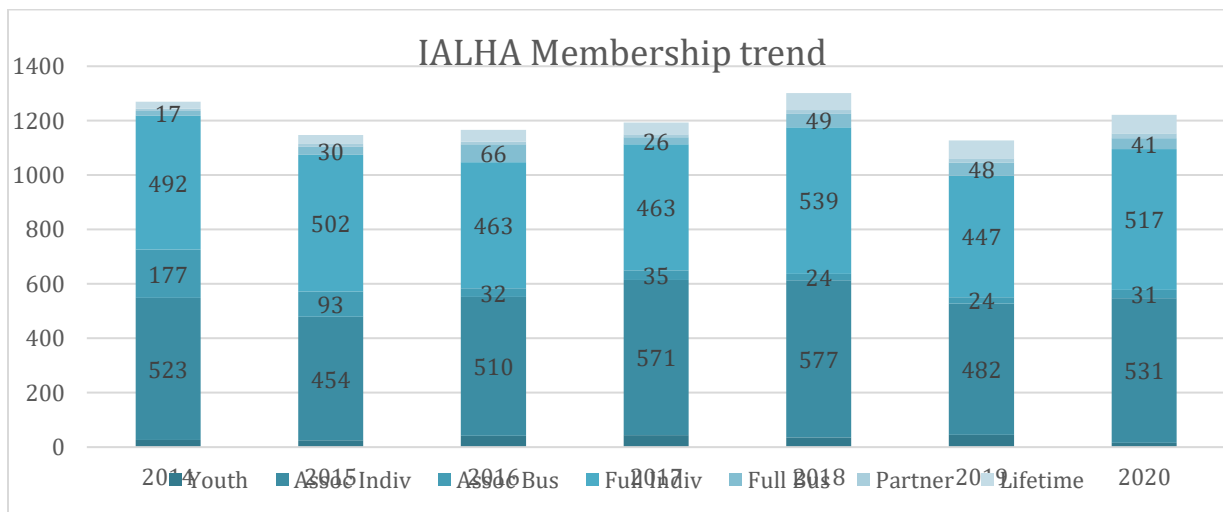
**SHOW COMMITTEE**

Show chair Jody Sydow. Going to use a lot of what was in place for 2020. Steve Kutie is not available to work on the Western division. Consider Spanish classes. Sandy Jacob has been hired as manager. License has been renewed. Dates are Nov 8-14. Those who would like to be on the committee:

- Amanda Latta
- Lisa Adam
- Ashely Waller
- Sandy Jacobson
- Lisa & Gary Camp
- Brianna Coloumbe
- Zach Dukes
- Katelin Dukes
- Howard Peet
- Martin Perez
- Mario Contreras

**MEMBERSHIP**

Reviewed trends:



Committee members:



**International Andalusian and Lusitano Horse Association  
Board of Directors**

**Minutes**

- Nicole
- Cheryl
- Kaitlyn
- Alex Dees
- Martin

Alex – Discussion regarding a possible Bylaw proposal to Change structure on membership expiration - to a full 12 months rather on the calendar year.

Kaeli – not sure our membership software can handle it; will find out.

**MARKETING**

Kaeli Dressler reviewed report . Branded marketing on social media, asking people who like posts to “like” page. Kaeli -- Publications, Marketing, Show, & Membership should all work together. Add:

- Carol Alonso
- Lisa Adams
- Cheryl Croasmun
- Heather Hiller

**WEBSITE**

Website needs significant attention. It is our “face” to the world and needs to represent us well. The last time it was updated was 5-6 years ago and that is about as long as a website can be expected to “last.” In today’s rapidly changing and increasingly digital world, it is essential that our website keeps up. Kaeli will request that money be allocated in the budget to overhaul/update it.

**BYLAWS**

Alex: There are some clauses in bylaws, we neglected to strike having to do with registrar; need to be added to the other proposals.

Motion by Erica to include strike-outs in vote to change bylaws to members.

<b>MOTION</b>	<i>Made by Erica and seconded by Nicole To propose to the membership that language pertaining to the registrar (3.06.08) that were inadvertently missed during the last bylaw edit, be struck from the bylaws.</i>
---------------	--

All in favor. No opposed. No abstentions. Motion carried.

*The meeting was paused for the evening.*





**International Andalusian and Lusitano Horse Association  
Board of Directors**

**Minutes**

Meeting was resumed on Sunday January 24 at 08:00 AM.

<b>MOTION</b>	<i>Made by Malen and seconded by Francine To accept the committee reports received.</i>
---------------	---

All in favor, No oppositions, No abstentions. Motion carries.

<b>MOTION</b>	<i>Made by Francine and seconded by Erica To accept all committee appointments for 2021.</i>
---------------	--

All in favor, No oppositions, No abstentions. Motion carries

Discussed combining and renaming Publications, Marketing and Website committees – will become Media & Promotions.

**PROGRAMS**

- ART CONTEST - Teri Meador – The art contest 2020 for the National Show, 14 different works of art submitted. Winner and runner-up selected. Several artist shared they will be entering again this year. Teri is willing to run the contest again this year. She recommends changing the forms for so we obtain permission to use the likenesses of the images in other products. Also recommends that the application be simplified to encourage more participation, including making the need to submit a photo of the artist with the art optional; instead add a line that says this is their original work and they hold the copyright.
- HIGH POINT RIBBON - Allison Mathy will continue to oversee the program. If we know of shows in our area, request them in advance. Winners must be IALHA members and the horse needs to be IALHA registered.
- USDF AWARDS PROGRAM - 75 Awards given in 2020 - 30 riders on 31 horses. Linda Denniston oversees the program and works with Robin to verify membership. The medal is provided through USDF and IALHA sends certificates. People want the ribbons instead of certificates. We sent certificates to 1-5. Do we want to send ribbons to 1st place and certificates to 2-3. Five people received more than 3 medals and can qualify in more than one area. Do we want to limit the number of medals? Erica indicated that multiple medals probably happened this year because of lack of participation due to pandemic.
- LIFETIME ACHIEVEMENT AWARD - Erica - edited the form and has sent it out for review/consideration. The program needs attention and marketing; research past winners. Possibly update the divisions to expand the program - Performance, Halter, Sire, Dam, etc. Membership to work with the form, parameters, etc. Erica and Amanda want to help – will work with Dr Forsyth who administers the program.
- YEAR END AWARDS – Which committee should this program be run out of – Show? Membership? Is primarily related to Showing. Include Jody, Allison, Linda, Brenda, Walter.



**International Andalusian and Lusitano Horse Association  
Board of Directors**

**Minutes**

**RELATIONSHIP WITH LIASON FROM USEF**

Discussion. Francine Dismukes is the breed representative. There isn't much activity. Cheryl Croasmun volunteers to be a liaison.

**2021 BUDGET**

Malen Dell -reviewed budget line by line with the group. Kaeli indicated that the office computers need to be updated over the next few years. One will need to be replaced this year and then we will budget one for each subsequent year. IT Consulting will increase to set up the email for transition purposes. Employee salaries reflects increase in salaries. Did not increase proposed budget much over compared to last year and income is just greater than expenses.

<b>MOTION</b>	<i>Made by Erica and seconded by Francine To accept the operating budget as presented for 2021.</i>
---------------	---

All in favor, No oppositions, No abstentions. Motion carried.

Budget approved and will be sent to accountant for entering.

**PLAN MEETING & PROCESS FOR BYLAW CHANGE**

Discussion: Elections Committee to oversee? Requires a special General Meeting pg 32 of bylaws. Called by BOD. Notice sent 30 days to members before the meeting to vote. Can do this by March 6<sup>th</sup> in order to take advantage of the ability to meet remotely (according to the Alabama Emergency Declaration that allows this, and currently is scheduled to expire on March 8<sup>th</sup> 2021).

<b>MOTION</b>	<i>Made by Alex and seconded by Malen. To call a Special General Members Meeting on Saturday March 6<sup>th</sup>, 2021 at the IALHA office in Birmingham AL for the purposes of voting on the bylaw changes.</i>
---------------	---

In favor. No oppositions, No abstentions.

**ADDITIONAL BYLAW CHANGE**

One additional bylaw change needs to be considered: the ability for members to attend the annual general meeting remotely. Discussion. Operate as same rules as an in-person meeting.

<b>MOTION</b>	<i>Made by Alex and seconded by Malen. To propose a change to the language in the bylaws to allow for members to attend General Members Meetings remotely by videoconference, in addition to the other proposals approved.</i>
---------------	--

All In favor, No oppositions, No abstentions, Motion carries

<b>MOTION</b>	<i>Made by Alex and seconded by Malen To propose to the membership a bylaw change that changes membership term from a calendar year to 12 months from the date of renewal or joining.</i>
---------------	---

All in favor, No oppositions, No abstentions. Motion Carried.



## International Andalusian and Lusitano Horse Association Board of Directors

### Minutes

#### **BOARD MEETING DATES FOR 2021 and first meeting of 2022**

- April 10, 2021 - videoconference
- July 10, 2021 - videoconference
- November 13, 2021 (in person and video conference on final day of the National Show, Fort Worth TX)
- January 22-23, 2022 – in person location TBD

#### **MEETING EVALUATION**

- Jody - Meeting organized and on track
- Cheryl - Very organized
- Erica - Surprised that it was not as hard to sit on video. Good to hear new voices and ideas. Loved powerpoint and the survey.
- Sheri - Love the new board and love the Zoom. Easy to talk.
- Ann - Excellent meeting. Allowed everyone time to speak up. Good to see different point of views.
- Corinne - Thought meeting was great and this is a learning experience. Are we going to have the western classes at the National show? Discussion. If board members have questions or ideas, do we contact the committee or board directly? Discussion.
- Sandy - A lot of info presented, well organized. Pleasure to work as part of a board that wants to work together.
- Zach & Kaitlyn - First time and was well organized and put together.
- Karen - Great meeting and looking forward to the future this year and a lot of positivity.
- Lisa - wonderful and kept on track. The meeting went fantastic.
- Amanda - Been over a decade since participated and pleasantly encouraged. Very organized and appreciate that everyone had a voice.
- Francine - Marvelous. Zoom format went well. Kaeli works very hard
- Malen - Tremendous attention to organization.
- Martin - great leadership. We can turn this all around and it was a positive experience. Looking forward to bringing a lot of the Hispanic members in. Education is on the forefront.
- Alex - great meeting and excited about positive energy.
- Nicole - Great meeting.
- Erica - Announce the magazine. Messaging about what we are offering.

#### **LOOKING AHEAD, MOVING FORWARD**

Kaeli – Thanks the group for a great meeting, for working together and meeting for a day and a half on Zoom. Is looking to create a sense of inclusion and community and looks forward to working with the group this year.

Meeting adjourned at 11:30 AM

Minutes recorded by Cheryl Croasmun