

Minutes of a Regular Meeting of the Board of Directors of *Arabians in Motion*
Monday, October 3, 2011
Elmer's Restaurant · Beaverton, OR

Present: Directors ZoeAnne Arrington, Sarah Asby, Ahna Bowman, Scott Bowman, Marcia Donnelly, Jon Howell, Lisa Kolke and Kaye Phaneuf. **Absent:** none

Call to order President Ahna Bowman called the meeting to order at 6:12PM.

Call for late additions to the Agenda:

1. Lisa would like to respond to Jon's email of 8/29.
2. Lisa would like to respond to Jon's email of 9/9.
3. There was a motion on 9/8/09 that a treasurer's financial policy & procedures be written and presented to the Board for discussion and approval. It has never been moved out of Old Business.

President Ahna said that items 1 & 2 will be deferred to a later meeting due to time constraints tonight and pending clarification, and that item 3 can be discussed in the PPM discussion.

Also due to time constraints, the following reports were not requested:

- President's Report – Ahna
- VP-Admin Report – Lisa
- VP-Activities Report – Scott
- Website/Newsletter Report – Jon
- Membership Report – Sarah
- Regional Delegates & Alternates Report - Ahna
- Youth Committee - Cari

Secretary's Report – Kaye

Minutes of the conference call of Sept 26:

- Motion by Marcia, seconded by ZoeAnne, to waive reading of the minutes aloud.
- Motion by Sarah, seconded by Marcia, to approve minutes as written. *Approved with no dissensions.*

Treasurer's Report –ZoeAnne

Balance sheet as of 9/30/11. [exhibit on file]

Lisa moved and Jon seconded that the petty cash of \$50 shown on the balance sheet of 9/30/2011 be expensed out to Operation: Postage, as no one actually has the \$50 cash on hand.

Approved with no dissensions.

Profit & Loss Statements:

- **Hood Show P & L Comparison 2010/2011. [exhibit on file]**
There will be further discussion in the show committee report.
- **Classic/R4 Show P & L Comparison 2010/2011. [exhibit on file]**

Discussion: awards expense needs to be reduced. There are surplus ribbons being charged to this show. Motion by Lisa, seconded by Marcia, that we inventory the ribbons and awards left over from the 2011 shows, cost them out at paid value, move that expense out of the shows and bring those amounts forward to the balance sheet as inventory. Discussion: Ribbons and some awards have already been physically inventoried. Jon and Marcia will handle completing the physical inventory and costing per item.

Approved with no dissensions.

Discussion: 2010 Technical Delegate was classed in judge's expense; broken out starting with 2011 spring show. Yes, we need to increase entries, but we also need to raise sponsorship money.

- **AiM Overall P & L Comparison 2010/2011.** [*exhibit on file*]

Discussion: Sarah says that when she renewed Nate's membership online, AHA did not charge her the \$14 AiM dues, but ZoeAnne says she's getting the checks from AiM. So Sarah, as Membership Chair, and ZoeAnne, as Treasurer, need to reconcile the remittance reports from AHA. Possibly some of the discrepancy is explained by people paying their dues for three years at a time.

Check register 1/1/2011-10/3/2011. See exhibit.

Motion by Jon, seconded by Lisa, that the financial reports be accepted as submitted.

Approved with no dissentions.

AiM at the Hood Show Committee – Jon. See exhibit.

- Committee has met once.
- Marcia will handle contracts.
- Melissa Frasier has been approached to secretary.
- Ahna nominated Jon to be the 2012 Hood show committee chair. *Approved with no dissentions.*
- Jon will serve as Show Manager, at the same compensation and basically same contract as last year. Ahna will sign his contract and file copy with ZoeAnne.
- Bowman Sport Horses will provide full-service jumps.

AiM Classic/ R4 Championships – Ahna

2012 Committee has not met, but Ahna has confirmed facility, manager and dates.

- Weekend of June 29-July 1 has been approved by USEF.
- Draft contract in hand for facility; still being negotiated.
- Jennifer is taking \$1000 pay cut for 2012, to \$2000. Contract has not yet been executed.
- BSH will provide jumps only.
- Nancy Goertzen will secretary again. Annette Wells may or may not be available.
- Lisa suggested that Ahna nominate herself to be the 2012 Hood show committee chair.

Approved with one dissention (Scott).

New Business:

1. Appointment of new Director.

- Discussion of term length for appointee to new Board position. Agreed that the appointee will serve until the fall 2012 elections; thereafter, the position will be elected for a two-year term.
- Ahna nominated Cari Carter to fill the position. *Approved with no dissentions.*

2. Audit committee. Jon as Chair; Sarah, Scott and Lisa to audit the 2011 books. This report to be presented at the Nov 7 meeting.

3. Jon wants to do a presentation for a winter general meeting on how to fill out entry forms and the membership and qualifying requirements for all the different USEF, USDF, AHA and ODS awards programs.

4. Sarah proposed a high mileage endurance year-end award for AiM members. Ahna asked her to flesh out a proposal.

Old Business:

1. Reimbursement for 2011 NW Expo participants. Marcia requested reimbursement for hotel room for participants. Proponents feel that participation at this event speaks directly to AiM's mission. Much

discussion on past and future budgeting.

Motion by Marcia, second by Jon, that AiM reimburse the AiM members who participated on behalf of Region 4 and AiM in NW Expo 2011 for all hotel rooms and 50% of the hauling expenses, totaling \$790.65.

Approved with one abstention (Lisa).

2. Donation to Sound Equine Options.

After much discussion, Marcia moved, seconded by Sarah, that AiM invite members to donate to Sound Equine Options, solicitation to be part of the ballot mailing, and AiM to match member donations to a maximum of \$500 (total matching funds). Additionally, we will add a \$10 donation check-off to the Hood show entry form. (Jon to verify with USEF that this is permissible.)

Approved with no dissensions.

3. AiM Financial Policy.

ZoeAnne presented a draft financial policy for the Board's review. See exhibit.

Jon proposed that sections of the PPM be formatted/numbered/sectioned in parallel with the bylaws, for easy reference.

4. Region 4 meeting.

Sarah can't attend the Region 4 meeting on 8 OCT; Kaye will be seated as delegate.

Next Meeting Location and Date:

Monday, November 7 – 6:30PM at Woodburn Denny's: election of Directors and business meeting, followed by election of officers by the new Board.

Meeting was adjourned at 9:30PM.

Respectfully submitted,

Kaye Phaneuf, Secretary