

**Board of Directors Meeting Minutes  
August 15, 2023, 5:00 CST**

**I. Welcome & Call to Order at 5:02 PM PST**

- a. In Attendance: Eric Smith, President, Allison Thomas, Vice President, Jo Clough, Secretary, Erin Miley, Treasurer, Charlotte Dumford, Director, Danielle Piascik, Director, Jason Tice, FHANA Executive Director, and Will Bron, Director.
- b. Absent: None
- c. Conflicts of Interest: None

**II. Correspondence – Mr. Smith**

- i. Letter from CCFHC. This topic was addressed at s previous Board meeting and is considered to be closed.

**III. Action Items – Mr. Smith**

- a. Proposed Lifetime Achievement Award modifications to be returned to committee for more discussion and refinement- Charlotte Dumford
  - i. Ms. Dumford indicated that their committee had not met, and this item will be addressed at a future meeting.
- b. Create examples on breeding motions for the KFPS and Member Council Representatives – Allison Thomas
  - i. Ms. Thomas reported that the linear score component was addressed. There is one more item to be addressed by the committee.
- c. Develop a BBook II process for licensing application – Eric Smith
  - i. Mr. Smith indicated that this was presented to the BBII committee, and they are working on the action item.
- d. Membership Committee to identify two new mentors – Jo Clough
  - i. Ms. Clough asked this to be held until the discussion section.
- e. Health Committee to author an article to help members understand SNP testing – Jo Clough
  - i. Ms. Clough reported that the committee is meeting this Thursday to discuss the action item.
- f. Clarify the dollar amount for the motions relating to horses attending Circuit 5 Judging Course and review the Education Committee budget with Mr. Tice – Completed
- g. Examine rules and regulations pertaining to member conduct, develop action options and a penalty table – Allison Thomas
  - i. Ms. Thomas reported that the committee did not meet in August. This action item will be addressed at their future meeting.
- h. Update Circuit 5 expense and revenue data – Jason Tice
  - i. Mr. Tice referred the members to his spreadsheet contained in the Board packet. He indicated that there was nothing new to report.

- i. Reconcile language in the charter and bylaws pertaining to the countries FHANA covers (U.S, Canada, etc.) – Allison Thomas
  - i. Ms. Thomas indicated that the committee did not meet this month. This action item will be addressed at a future meeting.

#### IV. Treasurer's Report

- a. Per Ms. Miley July was a positive month and noted that variances in the budget are due in part to timing issues. She reported that memberships are down and that the Membership Committee is working on this concern. Inspection registrations are down; however, it is anticipated to increase as signup deadlines approach. She believes that our numbers should rally quickly. Ms. Miley noted that the judging and KFPS expenses are a timing issue. **Ms. Miley made a motion to approve the Financial Report and the motion was seconded by Ms. Clough.** During the discussion it was noted a KFPS expense is \$40,000 more than last year. This is due in part to an increase in their fees and a timing issue. Mr. Tice noted that billing from the KFPS is inconsistent; he is not getting monthly bills, historically it is spaced evenly month to month. He reported that they are trying to get this evened out. This concern will be added to the KFPS meeting agenda. **A vote was taken on the motion, and it passed unanimously.** Mr. Tice reported that the Circuit 5 budget is a work in progress. As of today, a \$1,000 net income is anticipated if we hit our target numbers. Mr. Miley commented about the performance clinics e.g. we need registration numbers in by October 15, this gives us time to make necessary changes. It was noted that it would not be a challenge to change flights if the performance clinics were cancelled due to insufficient registrations. With respect to the Judging Course the East has 22 people in total. It was asked if we could allow more than 15 attendees per course. Ms. Thomas was concerned that the participants would suffer. The Education and joint Committees need to decide what we are going to do in the West if registrations do not increase. Mr. Smith advised we recruit or have a contingency plan.
  - i. July Income: \$60,711.29
  - ii. July Expense: \$38,047.68
  - iii. July Net Income: \$22,663.61
  - iv. Total Income \$400,436.35, Budgeted \$402,941.05, a difference of -\$2,504.70
  - v. Total expense \$391,989.93, Budgeted \$359,458.17, with a difference of +\$32,531.76

#### V. Consent Agenda:

- a. Board of Directors, July 19, 2023 - Jo Clough
- b. Inspection Committee, July 11, 2023 – Jo Clough
  - i. Ms. Clough indicated that there was a motion contained in the minutes relating to virtual Inspections and asked if this should be removed from the Consent Agenda. Mr. Smith commented that we have previously addressed and approved this, and no motion is needed.
- c. Editorial Committee, August 3, 2023 – Charlotte Dumford

d. Finance Committee July 13, 2023 – Erin Milley

Mr. Smith inquired if any of the minutes should be pulled from the Consent Agenda. **Ms. Piascik made a motion to accept the Consent Agenda as is. Ms. Dumford seconded the motion. The motion passed unanimously.**

**VI. Executive Director's Report – Jason Tice**

- a. Transfer issue – Ms. Dumford and Mr. Tice have worked on this issue and had completed the transfer. This issue has resulted in the member's boarding facility being shut down by the two individuals who had owned the horses; this transfer has been very problematic. The new owner plans to sell the horses anyway. The new owner followed the rules, the seller did not. This unfortunate situation is being played out on social media.
- b. Website - Mr. Tice is currently working with the Finance Committee on a proposal to have the website available in Spanish and French. The user would have a button to click on the site to translate content. The committee wants to move forward with this as a budget item in 2024.
- c. Per Mr. Tice the first Inspection is in two weeks. Inspection registrations to date are as follows: BC 15, AB 27, QB 17, ON 48, KS 22, S. TX 6, N. TX 4, NC 11, FL 1, WI 2, NE 16, SD 11, ISF 14, OR 4, IN 16, C CA 14, MI 1, S CA 3, OH 4, and AZ 7
- d. Education Week – Twenty two individuals signed up for the East. There are currently five for the West. Mr. Tice commented that we will do everything we can to increase registrations. As of today there are no registrations for the performance clinics. We need a deadline for signups so we can take any needed action if we have insufficient registrations. It was noted that the Inspection Committee did discuss putting a cap on both locations of thirty horses for Inspections.
- e. Mr. Tice reported that he is dealing with a postage situation, items are not being delivered. For example, he sent an item by priority mail, and it was returned to him yesterday as undeliverable. He verified that the mailing address was indeed correct on the package. USPS is taking two weeks to get a package to California and Canada takes over a month. He noted that magazines are not being delivered. The mail service drops them off, they do not want to carry them because they are not first class. He noted that it is not an issue with FedEx or others.
- f. Market Place – Mr. Tice reported that Linda's daughter has taken on this responsibility. Mr. Tice has seen more ads and sales are occurring. We made \$1,200 in sales last week; this improves our revenue situation.
- g. Mr. Tice is awaiting payment for two months of the FHANA calendar. The member buying the two months claims he sent the required payment on two occasions by UPS. Mr. Tice indicated that the member has not responded to his recent emails. Mr. Tice gave the member a deadline this Friday for the payment. If the payment is not received we have two open spots in our calendar, the fee is \$750 per month. He stated that he hopes the original member will come through. The same individual has a payment due for the research grant donation. If funds do not arrive for the grant, we may need help

with sponsorships, it was a sizeable donation amount to make up. Mr. Smith stated we want to back the grant and may need to actively seek sponsorship if funds are not received as planned.

- h. November 2023 meeting – Mr. Tice indicated that we would need to reschedule this meeting due to the fall Circuits and Thanksgiving.

## **VII. Committee Reports**

### **a. FMC July 12, 2023 - Erin Miley**

- i. Ms. VerMerris recommended that the FHANA Breeding Committee look into options other than exclusive self-nomination for the FHANA Breeder's Achievement Award, including allowing other members to nominate a breeder or having the KFPS calculate the points. Ms. Miley spoke to Ms. Thomas, and it was decided that the Breeding Committee will review Ms. VerMerris' suggestion. Mr. Smith indicated that this is a good plan.
- ii. Mr. Kelnhofer requested that FHANA place the FMC Zoom recording on the FHANA website with the same security controls as those set for the FHANA Board Meeting. Ms. Miley stated that the Board discussed this at our last meeting. We previously agreed to only post the minutes, this is the same approach we use for FHANA committees.
- iii. Mr. McGowan recommended that the FHANA board look at being friendlier with regard to refunding fees in the event of a cancellation. Ms. Miley stated that this will be looked at in the Finance Committee and with the bylaws and it will be entertained during the budget process. Ms. Miley clarified that this request is for more than the Inspections, it would include cancellation fees for the AGM and other events. Ms. Piascik stated that members should know FHANA needs to pay for food and other logistics in advance of an event. Ms. Miley indicated that we could be clearer about cancellation fees when members sign up for an event. Ms. Thomas indicated that this puts the burden back on the general membership. It was noted that the refund policy is clear on the Inspection documents; however, they may not see that if they signed up on-line. A pop up box created for cancellations would be a very expensive option.
- iv. Ms. Osinga-Bouma made a motion that the FMC recommends to the FHANA Board of Directors the following: 1. Either change FHANA's B Book II practices as soon as possible to allow for the full recognition of all the rights and privileges for members who own B Book II Friesians, as clearly described in FHANA's present bylaws. 2. Or, enshrine FHANA's present practice towards members who own B Book II Friesians into FHANA's official bylaws by introducing an amendment to the bylaws and to be voted on by the full membership this coming January. Ms. Miley feels this recommendation should go to the BBook II Committee for their review. A similar recommendation had been discussed in committee, just not the exact wording. This working group is focusing on these very issues. The second half of the motion would be



bypassing the committee process; Ms. Piascik expressed concern that this recommendation would be going around the committee.

**VIII. Review Items – Mr. Smith**

- a. Approved Stallion Procedures document - The Stallion Committee discussed the stallion procedures and made changes. Ms. Piascik indicated that this topic was discussed on-line via email but not in a committee meeting and that they approved the attached document online. Mr. Tice indicated that a previous version is on the website. Ms. Piascik indicated that the draft in our packet is the committee's final version. They have a meeting this month, and she could bring it back to the committee if needed. Ms. Thomas asked if this document should replace our current appendix with this new document. She indicated that we need to move forward with this information. Mr. Smith concurred. **Ms. Piascik made a motion to post this document to the appendices and the FHANA website. Ms. Dumford seconded the motion.** Mr. Smith reiterated that this was approved by proxy email by the Stallion Committee. Per Ms. Piascik Mr. Vanderkooy was emailed edits and those edits were completed. Ms. Miley asked for clarification about the first step of attending a local Inspection. The stallions need to go to an Inspection and all sites have local inspections. The stallion would be moved to Category 17. You cannot get into the viewing without being Inspected first, you cannot bypass it. However, stallions that are in Category 17 in Circuit 5 must be automatically registered for viewing. They need to be enrolled \$150 for Inspection and \$300 for viewing with a total cost of \$450 for Circuit 5. For Circuits 1-4, stallions are not automatically enrolled for viewing. It was also noted that the ages need to be added to the document. This calendar year the ages range from 2 to 5. Older stallions are not allowed unless they are entered by the performance short program. The two year old stallions will register in Category 16 and will be manually moved to Category 17 for Ster. It was noted that we need to add both the age requirements and short program eligibility. If you have a horse that is worthy or has an interesting pedigree you can bring it. **Ms. Piascik withdrew the motion** and will return the document to the committee for the recommended changes for completion as soon as possible.

**IX. Discussion Items – Mr. Smith**

- a. FHANA Member Council Minutes going forward - Mr. Smith commented that the FMC is not a committee; that the FMC has made this very clear. They are separate from the standard committee designation and their motions are recommendations to FHANA, not official motions like we receive from our committees. He asked if their minutes are contained in the Consent Agenda and if we approve it, are we approving their recommendations. He asked if we should separate their minutes from the Consent agenda and after a brief discussion it was decided that their correspondence would be relocated from the Consent Agenda. The FMC minutes will be moved into the FHANA Correspondence section moving forward.

**X. Round Table Discussion – Mr. Smith**

- a. Mr. Bron inquired if the Education Committee minutes were received. He also indicated that one of their members was leaving the committee. He indicated that the committee believes they are fine with the number of remaining members. The committee does not feel they need to replace the departing member. If they find a person they need to add, they can request that later per Mr. Smith. We can let the committee decide how they want to operate. Mr. Bron inquired who would be attending the Friday Combined Committee meeting, he wanted to ensure all relevant members were included.
- b. Closed session
- c. Back to open session

**XI. Action Items – Ms. Clough**

- a. Proposed Lifetime Achievement Award modifications to be returned to committee for more discussion and refinement - Ms. Dumford
- b. Create examples of breeding motions for the KFPS and Member Council Representatives - Ms. Thomas (one completed, one more needed)
- c. BBook II process for licensing application - Mr. Smith
- d. Health Committee to author an article to help members understand SNP testing – Ms. Clough.
- e. Examine rules and regulations pertaining to member conduct, develop action options and a penalty table – Ms. Thomas
- f. Continue to Update Circuit 5 expense and revenue data – Mr. Tice
- g. Reconcile language in the charter and bylaws pertaining to the countries FHANA covers (U.S, Canada, etc.) – Ms. Thomas
- h. Review cancellation fee policy – Ms. Miley and Finance Committee
- i. Outreach for increasing West Judging class attendees – Combined (Stallion, Inspection, Education) Committee and Liaison
- j. Stallion process draft to be returned to committee for refinement and completion – Mr. Bron
- k. Reschedule November Board meeting – Mr. Tice and Mr. Smith

**XII. Meeting Evaluation – Mr. Smith.**

- a. Board members remarked that they were pleased we were on time. It was noted that there were a few areas of confusion, but we were able to quickly redirect and stay the course. Members felt it was a very positive and productive meeting. Mr. Smith indicated that he has been critical of his own time management skills and was pleased about how the meeting went this evening.

**XIII. Good of the Order**

- a. Next meeting: September 19, 2023 @ 6:00 PM EDT; Future Meeting: October 17, 2023 @ 6:00 PM EDT.

**XIV. Adjourn**

- a. The motion to adjourn was made by Ms. Clough. The motion was seconded by Ms. Thomas. The meeting adjourned at 6:34 pm.

