

Michigan Interscholastic Horsemanship Association  
Board of Directors Meeting  
Agenda  
May 10, 2017 6:00 p.m. – 10:00 p.m.  
MSU Horse Teaching Facility

6:27pm

Roll Call: **1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20**

Executive Board: **Chair, 1<sup>st</sup> VC, 2<sup>nd</sup> VC, Secretary, Treasurer**, Rules, State Show

Introductions:

Call to the Public:

Agenda

Changes

Motion to Approve D17

Second D12

**Pass/ Fail**

Minutes

Changes

Motion to Approve D17

Second D5

**Pass/Fail**

Treasurer's Report No report

Discussion

Chair: Working with the bank was difficult. He has since had some success in getting information. Signature cards received for signatures.

Motion to Approve

Second

**Pass/Fail**

Old Business:

A. Dissolution of District SOP

1<sup>st</sup> VC: The idea is that in event of a dissolution of a district we want to have information on what to do with the remaining assets. We will cover it tonight, turn it into an SOP then put in as a rule change in February. Proposed SOP is read.

He has an updated financial report that has an asset inventory at the end of the form.

D14: Districts should be holding meetings and providing a current financial report.

D15: Asks about the current bank balance.

D9: Thinks this should be in place, but not to spend a lot of time for it

**20170510-001 Motion to accept proposed SOP for dissolution of district and inventory list.**

**Motion D14**

**Second D13**

**Passed/ 1 Abstain**

**\*\*SOP for change of officers for next month\*\***

**B. Updated Financial Report for District**

1<sup>st</sup> VC: The updated report is handed out. Two lists: Inventory that is owned by the district in any capacity, and items used by the district but not owned.

Doesn't need to set a monetary value to every item.

D15: Asks if the grooms can be put into the form as a line item.

D3: Asks about teams having a list also.

1<sup>st</sup> VC: We discussed it, and determined it was too difficult at this time.

**20170510-002 Motion to approve updated financial/inventory sheet with the addition of the grooms line item.**

**Motion D13**

**Second D5**

**Passed**

**C. Coach/Volunteer Background Checks**

Chair: We have had several people bring up we only check for CSC and not a more in-depth background check. What we can get

is very limited. Has anyone else been doing more than just the CSC check.

D20: The one she performed did show some additional information. She paid a fee and performed the check.

D14: If the school recognizes the team, they should be doing the background check.

Chair: Some do and some don't.

D13: She just uses the sex offender registry.

Chair: Should we be doing more of a check than CSC?

D5: What happens if we have someone who wants to be a coach, and does have a criminal background? How much liability are we taking on ourselves? Where do we draw the line?

Chair: 4H has allowed people with financial charges be a leader but not handle any money.

D7: This would have to be a very formal process to limit liability risks. We can sign up a with a group that does more in-depth screening for a fee.

A hand vote was taken whether to leave the checks as they are.

Consensus is to leave the checks as they are now.

#### New Business:

##### A. Junior Coop Form – District 15

D15: They haven't had many people use the form in their district. She got her group together this year to fill out the form. A couple suggestions for the form.

Could there be a form to have a due by and email address?

1<sup>st</sup> VC: The form goes to the DC and the DC sends to the executive board.

D5: She has them due at their registration meeting, then the DC hands them in. She puts them with the roster.

1<sup>st</sup> VC: He is just making sure the coop forms don't have the same school on two different coops.

D11: Are you checking these against team registrations?

1st VC: No

## B. Judge Payment Forms

1<sup>st</sup> VC: This was an issue last year. We really need your judge payments forms for 1099s.

Chair: We had some judges who knew they should have a 1099, but we didn't have all their payment forms and had no record of their judging contracts.

1<sup>st</sup> VC: The deadline to send out 1099s is January 31<sup>st</sup>. We would like the forms by December 31<sup>st</sup>.

D7: Isn't there a list of all past judges and their info? They can fill out the form and put the SS is on file.

1<sup>st</sup> VC: The new form just has the amount, name, address and date of show. Ginny was sending out the w9 form as needed. All we are asking for is that little bit of information.

D9: Every judge or person should fill out a w9?

Chair: We need to have a list of your judges and how much were paid. The form is on the website.

## C. Updated Slot Sheet

1<sup>st</sup> VC: the 2<sup>nd</sup> VC wanted a column added as an indicator for pony or horse to help with jumping.

D5: Can we put the column at the front of the columns?

**20170510-003 Motion to update the slot sheet excel document**

**Motion D5**

**Second D13**

**Passed/ 1 abstain**

## Committee Reports:

State Show: NR

Rules: NR

Junior Division: Covered

Regional: NR

Membership: NR

Historian: NR

Judges: D16: In the past we have gotten an email to not use certain judges due to criminal activity.

Chair: If they are on the 4H judges list they already have a criminal background check done.

Pattern: Patterns are on the website for junior.

Awards: All are ordered. Pick up your JR trophies. He got a few of the traveling trophies back.

Finance: Covered

Nominations: NR

Scholarship: Due November 1<sup>st</sup>.

Tracker Program: New installer is out on the web. Another will be available by the end of the week. He is looking for it to be a good test this year. Do not use it solely.

D13: She was inputting. Is there any reason we would need to add the adult volunteers in the drop down? Our roster needs to have assistant coach and adult volunteer split.

1<sup>st</sup> VC: You can cross reference to the registration form.

D13: There is no place to print a blank slot sheet.

1<sup>st</sup> VC: Only thought we had that for regional and states.

He has the steps for the downloader on the download page.

Promotional: NR

Logo: Due June 1<sup>st</sup>

National Competition: Still have no venue.

Dressage: D9: Maybe this is an indicator that we don't have an easy way to add it.

D16: He has two coaches and one parent that would like to be on a committee.

1<sup>st</sup> VC: Have them reach out to the 2<sup>nd</sup> VC.

## District Reports:

1. NR
2. Good
3. Good
4. Good
5. Peachy
6. Up 5 riders for junior at 67
7. Fantastic

8. Still here
9. Double meet is this weekend for the juniors
10. Down 5 rider.
11. Down about 15 riders
12. Down 6 riders
13. Up to 6 teams with a total of 18 riders.
14. May 20 and 21 meets up 6 riders
15. Up 9 riders. Have all the riders signed up and paperwork in. Received a conference call from a team. The two riders signed up for the team to find an assistant coach they did not know. Found the new coach is not coach from the previous year. The previous coach is not stepping down. The answer is the coaching staff is still intact.
16. All is good, numbers are up
17. Meet is this weekend
18. Working with a coaching situation and facilities situations
19. Numbers are up, bigger junior than senior
20. They are coop'ing with D18.

Correspondence: None

Call to the Public: None

Motion to Adjourn:

Motion D12

Second D13

**Pass/Fail**

8:11pm

Dressage Committee:

Lauren Fetner

Candice Russell

Doyle Fenner

Tracy Lentz