

SOUTHWEST VIRGINIA HUNTER/JUMPER
ASSOCIATION



2006 ANNUAL REPORT
APPENDIX

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APPENDIX A: BOARD MEETING MINUTES

SWVHJA Board Meeting Minutes
January 31, 2006
Best Western
Lexington, VA

The meeting was called to order at 7:15 p.m. Present were Carol Gwin, JT Tallon, Sherri Bostwick, Anne Hall, Gordon Reistrup, David Ashcom, Mimi Wroten, Sarah Irvine, Luanne Leonard, Emily Guyer, Cricket Stone and Maureen Waldron.

The secretary's report was read, seconded and approved.

The treasurer's report was read, seconded and approved.

Checking account balance: \$20,322.90

Money Market account balance: \$5,698.28

OLD BUSINESS

2006 Yearbook

Carol Gwin met with Danny Young regarding the 2005 SWVHJA yearbook. Danny hopes to have the final product out to the membership by the middle of March. Danny has also expressed interest in doing the yearbook again in 2006. JT Tallon made a motion that SWVHJA renew a contract with Danny Young on an annual basis. This motion was seconded and approved by the board.

NEW BUSINESS

Show evaluations - there were no horse show evaluations.

Financial reports

- ❖ Banquet- Many SWVHJA members felt that the banquet was very nice and they liked the location. SWVHJA did incur a loss on the banquet of \$1,545.80. The board agreed that the banquet should be held at the Natural Bridge Hotel again next year.
- ❖ 2005 Year end - year-end show awards cost SWVHJA \$857.89.
- ❖ The board will discuss where to invest some of the association's money at the March board meeting.

2006 Annual Show Manager

JT Tallon made a motion that SWVHJA rehire Clyde Poarch to manage the 2006 annual horse show. This motion was seconded and approved by the board.

Clinic date/clinician

The board is looking at the possibility of a summer date for the SWVHJA clinic. Gordon Reistrup and Luanne Leonard are going to look into possible dates, clinicians and locations for the clinic.

OTHER BUSINESS

Transfer Fee

JT Tallon made a motion that SWVHJA keep the transfer fee of \$15.00 due to a question from a member. The motion was seconded and approved by the board. The transfer fee will be charged even if a horse/pony is transferred between family members.

Atlantic Coast League (ACL) Classes Offered in SWVHJA

Board members discussed the possibility of bringing some ACL classes into some of the SWVHJA sanctioned horse shows including the annual show. Sarah Irvine has agreed to contact ACL and look into this.

Annual Horse Show Course Designer

Luanne Leonard made a motion that SWVHJA hire Glen Moody to design the courses for the coliseum and that JT Tallon design the courses in the East Complex. This motion was seconded and approved by the board.

Medal Class Specification Clarification

In March the board will work on clarifying SWVHJA's medal class specifications. The board is hoping that this will clear up any confusion there may be regarding medal classes and medal finals and how these classes are run.

Election of New Officers

President - Cricket Stone
Vice President - Luanne Leonard
Secretary - Mimi Wroten
Treasurer - David Ashcom
Parliamentarian - JT Tallon.

The board meeting was adjourned at 8:35 p.m. The next board meeting will be held on March 28, 2006 at 7:00 p.m. at The Best Western in Lexington, VA.

Respectfully Submitted,
Emily Guyer
Secretary SWVHJA Board

SWVHJA Board Meeting Minutes
March 28, 2006
Best Western
Lexington, VA

The meeting was called to order at 7:08 p.m. Present were: Cricket Stone, Brooks Arrington, Gordon Reistrup, JT Tallon, David Ashcom, Sarah Irvine, KC Herndon, Anne Hall, and Mimi Wroten.

The secretary's report was read, seconded and approved.

The treasurer's report was, read seconded and approved.

Checking account balance: \$20,786.18

Money Market account balance: \$5,703.24

OLD BUSINESS

2006 Annual show

Schedule – The schedule changes for 2006 were discussed by the board. JT mentioned how setting the courses for the next day after hunt night usually was late in the evening and difficult. In order to help this time constraint, the show will have just one height during hunt night to help keep the length of the evening to minimum and allow time for the Bearwood Farm Invitational Working Hunter Classic. To keep exhibitors happy, Cricket suggested having just the hunt teams class at 2 heights. The loss of income from sponsorship of fewer classes at hunt night and in the jumper rings should be offset by the addition of sponsorship opportunities for the “best child rider”, the “best adult amateur rider”, and other awards of this type. Gordon motioned that we approve the time schedule that was given to us. This motion was seconded and approved by the board.

Working hunter classic – It was suggested that we put a link from the Annual show page on the SWVHJA web site to post the information regarding the Working hunter classic specifications.

Medal specifications – Discussion was held about whether specifications were needed to clear up any confusion about how the medal finals may be conducted differently than the qualifying medal classes. After discussion the board decided that the specifications as they are currently written were clear enough and left room for the judges discretion so they were not amended.

Yearbook update

Danny Young has been finalizing the yearbook. Several board members have seen his current draft and think that everyone should appreciate the new look of what he has created for our association.

Clinic

Gordon and Luanne have been working to try and settle on the clinic dates for this current year. Currently Glenn Moody is free for August 4th, and July 1st was best for Paul Mathews.

Discussion continued and also included having the clinic during the week, like a Monday/Tuesday or Tuesday/Wednesday. RMWC has offered to host the clinic and at this point Gordon and Luanne will re-confirm the dates with the clinicians to get something finalized as soon as possible.

ACL Sanctioning

The two managers who host the ACL finals during their horses shows in Raleigh, John Rush and Glenn Petty, were asked by Sarah Irvine as to whether they would be willing to work with our association in order for our members to be able to compete in both the ACL finals and the SWVHJA year end show. Currently our show conflicts with the first weekend of the finals. Sarah found out that the ACL rotates their finals between two weekends and are not able to set a consistent schedule for which finals are held on which weekend and therefore were unable to budge on changing the way they hold their finals to work with our annual show in anyway.

NEW BUSINESS

Show evaluations

There were no new horse show evaluations to discuss. However the board did discuss the concern with horse shows running late and how we could help managers with some suggestions they might consider in order to help the shows run faster and be exhibitor friendly for especially the younger children. Several of the items discussed are often brought forward at the annual show managers meeting and will be reiterated again at the annual show managers meeting. Brooks also wanted to remind the A rated shows, such as Roanoke, that members of our association would also like to be judged by the big name judges they bring in from outside our immediate area.

2006 committees

Annual show sponsorship committee – Maureen Waldron & KC Hearn

They will be asking Grand Champion Trailers if they would like to be the premiere show sponsor once again. The Riders Shoppe has spoken with Maureen about sponsoring again and Danny Young has mentioned that he would like to help with sponsorship and feels that his yearbook ad contacts would be interested in sponsorship at our annual show.

Annual Show committee- JT Tallon, chairman and the board

Clinic committee – Luanne Leonard and Gordon Reistrup

Their goal is to set dates and clinicians for this summers clinic with Glenn Moody and Paul Mathews. They will then shoot towards next Spring in arranging another clinic with a National clinician who might not be as local. Any suggestions of who the association may want to ask should be given to Gordon.

Junior committee- Brooks Arrington, KC Hearn, & Cricket Stone

Nominating Committee

Will be named by the President sometime between August 1st and September 1st.

Board meetings

Because of email, the board feels as though not as many meetings are required to keep the board updated about activity within the association. Gordon made a motion to amend the by-laws to say “a minimum of 6 board meetings per year are required”. This was seconded by JT and approved by the board. Discussion about the location of the meetings for the coming year was also discussed and may rotate to the RMWC riding center for some of the fall meetings.

The board meeting was adjourned at 8:27p.m. The next board meeting will be held on May 30, 2006 at 7:00 p.m. at The Best Western in Lexington, VA.

Respectfully Submitted,
Mimi Wroten
Secretary SWVHJA Board

SWVHJA Board Meeting Minutes
May 31, 2006
Best Western
Lexington, VA

The meeting was called to order at 7:05 p.m. Present were: Cricket Stone, Brooks Arrington, Gordon Reistrup, JT Tallon, David Ashcom, Luanne Leonard and Anne Hall.

The secretary's report was read, seconded and approved.

The treasurer's report was, read seconded and approved.

Checking account balance: \$13133.43

Money Market account balance: \$5,703.24

OLD BUSINESS

2006 Annual show

Schedule – The schedule changes for 2006 were discussed by the board. The following classes will be added to the schedule: Best Child Rider on a Pony, Best Child Rider on a Horse, Best Adult Amateur Rider, Best Special/Intermediate Rider and Jumper Style Award. The fee to be considered for one of these awards will be \$15 and will have to be entered. Arm bands will be purchased to identify those riders. A 1st place ribbon and an engraved picture frame will be given for all. The entry blanks will be revised to add this information and also designate heights for warm-ups and the special hunter division.

Course designer - One of the original course designers has accepted a position with a local college and will not be able to be on the staff for this year's show. The show manager is contacting other potential course designers.

Hospitality – J.T. recommended that a hospitality coordinator position be created for this year's show. Payment will be \$125-150 per day to organize the hospitality food stations at the rings and also to be the liaison for the events on the mezzanine.

Sponsorships – A letter has been sent to last year's Presenting Sponsor to see if they will be repeating the sponsorship for this year. J.T. made a motion to table the remainder of the sponsor information until K.C. could be contacted. Cricket seconded the motion and it was approved. Anne Hall requested that the Excel spreadsheet continue to be used to manage the data and generate information to the Board.

Yearbook update

Tabled

Clinic

Glenn Moody is available to be a clinician on Friday, August 4th for 3' to 3'6" riders. Chris Kelly is available to be a clinician on Sunday, August 6th for 2'3" to 2'6" riders. Format will consist of a morning flat session, broken lines, lunch, course walk, put it together and ride the course. It will be geared towards equitation. J.T. offered Randolph-Macon to be the host for the clinic. The fee for members will be \$25 per session; the fee for non-members will be \$100 and will be filled on a first-come, first-serve basis. The fee to audit will be \$10 for members and \$50

for non-members. A limited number of stalls will be available for \$25 through Randolph-Macon directly. Concessions will also be available. J.T. motioned to accept this agenda. It was seconded and approved. A mailing will go out to the membership in the next several weeks.

NEW BUSINESS

Show evaluations

The one horse show evaluation submitted was reviewed.

RVHS cocktail party

SWVHJA will be sponsoring a cocktail party on Sunday, June 18th. Anne Hall will call K.C. Hearn to discuss the current plans and possibly contact the Civic Center regarding catering. The board meeting was adjourned at 8:30 p.m. The next board meeting will be held on July 25, 2006 at 7:00 p.m. at The Best Western in Lexington, VA.

Respectfully Submitted,
Brooks Arrington for Mimi Wroten
Secretary SWVHJA Board

SWVHJA Board Meeting Minutes
July 25, 2006
Best Western
Lexington, VA

The meeting was called to order at 7:15 p.m. Present were: Cricket Stone, Sarah Irvine, Gordon Reistrup, JT Tallon, David Ashcom, Luanne Leonard, Maureen Waldron and Anne Hall.

The secretary's report was read, seconded and approved.

The treasurer's report was, read seconded and approved.

Checking account balance: \$19,337.82

Money Market account balance: \$5,779.63

Total: \$26,858.70

OLD BUSINESS

2006 Annual show

At this point there were no other changes to the schedule or prize list. The entry fees for the "Best" awards will be \$15. However the jumper Style award will have no entry fee. These awards are available for sponsorship just like the classes or divisions for the show. The goal to have the prize lists in the mail is the beginning of October.

JT is working on making sure that Hospitality for the show is covered.

2006 Annual Show Sponsorship update

The board will be officially contacting Steve Barnes to make sure he is still interested in being the Premiere Sponsor of the show so that sponsor information will be included in the prize list. At this point we are at 51% of the sponsorship goal. Please remember that the "Best" awards and Jumper style award are available for sponsorship as well.

Yearbook final report

The board of directors discussed the final financial report for the 2006 yearbook. It was found that for the small amount of money the association paid for the yearbook that it certainly was worth it and Danny Young did an outstanding job.

Clinic report

The spots for the clinic sessions with Glenn and Chris were filling up well. JT was going to contact Glenn to find out what he wanted set in the ring for the clinic.

NEW BUSINESS

Show evaluations

An evaluation regarding the combining of the VHSA Associate and SWVHJA medal at the House Mountain Horse Show was reviewed. Anne stated she had communicated the change to the show manager but they had misunderstood it was for the pony medal only. Anne has confirmed for the later dates that the medals will be run separately.

Pony Medal

Several board members had been approached regarding the new format of the pony medal. Members were concerned with the fact that there may be so many qualifiers that those who had won two classes or accrued 20 points, as per the old specifications, may not actually qualify with the new system of taking the top twenty riders in the point standings. This was discussed and JT pointed out that it would be impossible this year to have gotten two blue ribbons and not be in the top twenty riders. The board did think that the specifications regarding the top twenty riders should be discussed at the annual meeting to discuss possibly amending them to state that those who have won two medals would be automatically qualified plus the top 20 in the point standings would be invited to compete.

Adult Medal

The splitting of the adult medal was discussed. The board thought that it would be best to combine the younger and older adult finals if less there were less than 4 qualifiers in either section. Gordon and JT moved that if a minimum of 4 riders did not qualify for the older adult medal finals following the last qualifying class, that the older and younger medal finals should be combined starting in 2006. This was seconded by Sarah and approved unanimously by the board. It was decided that this information should be posted on the web site immediately to let everyone know about this change.

The board meeting was adjourned at 7:50 p.m. The next board meeting will be held on Sept. 11, 2006 at 7:00 p.m. at The Best Western in Lexington, VA.

Respectfully Submitted,
Mimi Wroten
Secretary SWVHJA Board

SWVHJA Board Meeting Minutes
September 11, 2006
Best Western
Lexington, VA

The meeting was called to order at 7:30 p.m. Present were: Cricket Stone, Gordon Reistrup, JT Tallon, Luanne Leonard and Anne Hall.

The July minutes and September Treasurer's reports were not approved due to the lack of a quorum.

OLD BUSINESS

2006 Annual show

Prize list – final review for printing. The prize list will be mailed in early October. Members will be notified that the deadline for inclusion as a sponsor is upcoming.

Sponsorships – are at 64% of goal.

Clinic

The final financial report was reviewed. Clinic dates for 2007 were tabled until the October meeting so that show applications could be received. Any open dates will be reserved for future clinic dates. The response to this year's clinic was very positive. The Board is considering spring and fall clinic dates for 2007.

NEW BUSINESS

Show evaluations

There were no evaluations to review.

2007 Show applications

There will be no change in the sanctioning fee and applications will be mailed to all show managers and posted on the web site.

VA Horse Journal Ad

An ad will be taken out after the Annual show to congratulate Medal winners, etc.

Special Adult/Adult Amateur status question

There was a question from a member regarding the status of participants in the Special Adult division. The division is not open to professionals, however there was a professional competing at a recent show. It was determined that the individual is not a member, however, it was noted that when such issues arise it should be addressed promptly.

Year-end coolers

A change in the cooler style for the year-end awards was suggested. Pricing will be investigated for a dress sheet for this year's awards.

Returned checks

There has been a recent increase in the number of returned checks. This causes increased bookkeeping issues and paperwork. If the checks are not resolved promptly, any points associated with the member will be nullified. If the debt is settled, points will be re-instated.

The board meeting was adjourned at 8:30 p.m. The next board meeting will be held on October 10, 2006 at 7:00 p.m. at The Best Western in Lexington, VA.

Respectfully Submitted,
Anne Hall for Mimi Wroten
Secretary SWVHJA Board

SWVHJA Board Meeting Minutes
October 10, 2006
Best Western
Lexington, VA

The meeting was called to order at 7:15 p.m. Present were: Cricket Stone, Gordon Reistrup, JT Tallon, Luanne Leonard, Maureen Waldron and Anne Hall.

The secretary's report was read, seconded and approved.

The treasurer's report was, read seconded and approved.

Checking account balance: \$14496.41
Money Market account balance: \$5,823.51

OLD BUSINESS

2006 Annual show

Prize lists have been mailed. A Hospitality organizer will be hired to stock the hospitality areas and help with the evening events, decorating, etc.

2006 Annual Show Sponsorship update

The Sponsorship committee will prepare the sponsor bags to be handed out at the show.

2007 Show applications

Tabled for December meeting.

NEW BUSINESS

Show evaluations

A show evaluation submitted for Oak Manor was reviewed. During the Intermediate Division the show was stopped to allow a schooling break in the middle of an open card. An exhibitor was allowed to school and then compete. The Board ruled that allowing schooling during an open card was not in keeping with the rules. Oak Manor will be fined \$100 and sent a letter describing the violation and fine. The show will be placed on probation for two years.

By-Laws

A motion to revise the By-Laws to move the Iris McNeil and Guy Burkholder nominations/voting back to Board's responsibility was made due to lack of participation by the membership. This motion was seconded and approved.

The board meeting was adjourned at 7:50 p.m. The next board meeting will be held on Dec. 12, 2006 at 7:00 p.m. at The Best Western in Lexington, VA.

Respectfully Submitted,
KC Hearn