

SWVHJA Board Meeting
January 7th, 2019
Conference Call- 7:00 PM

Call to Order:

The meeting was called to order at 7:04 by president, Emily Guyer.

Present:

Those board members present were Emily Guyer, Luanne Leonard, Chris Mitchell, Sarah Irvine, Tara Deckel, Molly Moore, Catherine Daniels, Ashley Holsinger, Holly, Keplinger, Heather Weaver, and Executive Secretary Anne Johnson.

Meeting Minutes:

The November minutes will be distributed by email and approved at a later time.

Treasurer's Report: The Treasurer's Report reflected a balance of 16,916.27 in checking and 11,194.47 in savings. Sarah Irvine made a motion to accept the Treasurer's Report. Catherine Daniels seconded the motion. The Treasurer's Report was approved and filed.

Old Business:

RULE CHANGES:

Green Hunters: There was discussion about changing the height of the green hunters to 2'6" and 2'9". There was also discussion about including points from the baby green and green hunter divisions at A shows. Getting the division specs to line up from unrated to rated shows are the biggest hurdle for this division.

Number of Classes to compete: SWVHJA will follow the USEF guidelines for limitations of classes per horses as follows-

Rule HU 173 states:

A horse is limited to competing in a maximum of two classics or derbies or combination of classics and derbies per competition.

Rule HU 100 regarding Horse Welfare states:

1. The following acts are prohibited:

- a. Riding an exhausted horse.
- b. Excessive pressuring of a tired horse

SWVHJA would like to encourage Show Managers to act as stewards themselves to ensure the welfare of horse and exhibitor.

Number of Shows per Day: With the adaptation of the USEF calendar, the Board has taken a close look at the number of shows per day. The Board feels that currently there is not enough entries to have 2 horse shows on the same day. This will keep horse shows from taking away from one another and allow the best chance for each individual show to succeed.

Molly Moore made a motion, beginning in 2020, only one horse show will be noted per day. Chris Mitchell seconded the motion. The motion was approved.

Chris Mitchell made a motion, beginning in 2020, to eliminate the mileage rule. Heather Weaver seconded the motion. The motion was approved.

New Business:

SHOW MANAGERS MEETING:

Horse Show Committee: The Horse Show Committee would like to bring the following topics before the Show Managers.

- Appropriate Materials for Medal classes
- Review and Knowledge of Rule Book
- Hiring different judges

Ashley Holsinger made a motion to limit the number of horse shows a person can judge the hunter ring within the organization to 3 shows per year. Exceptions due to extenuating circumstances may be brought to the Board in writing. Heather Weaver second the motion. The motion was approved.

BY-LAWS:

The job description of Executive Secretary will be distributed for review and added into the By-Laws.

Chris Mitchell made a motion for division point tabulations to close on a quarterly basis. Holly Second the motion. The motion was approved

ADJOURNMENT:

Heather Weaver made a motion to adjourn. Ashley Holsinger second the motion. The meeting was adjourned at 8:42 p.m.

Next Meeting:

The next meeting will be The Annual Meeting, January 12, 2019 at VMI's Marshall Hall.
Respectfully Submitted, Tara Deckel

SWVHJA Board Meeting

March 5, 2019

Best Western Lexington, 7:00pm

Call to Order:

The meeting was called to order at 7:08 by president, Emily Guyer.

Present:

Those board members present were Ashley Holsinger, Holly Keplinger, Sherri West, Tara Deckel, Brianna Stone, Heather Weaver, Catherine Daniels, Molly Moore, Sarah Irvine, and executive secretary Anne Johnson.

Meeting Minutes:

The January minutes were distributed. Ashley Holsinger made a motion to approve the minutes. Holly Keplinger seconded the motion. The January Minutes were approved and filed.

Treasurer's Report: The Treasurer's Report reflected a balance of 11,680.01 in checking and 11,194.40 in savings. Sherri West made a motion to accept the Treasurer's Report. Tara Deckel seconded the motion. The Treasurer's Report was approved and filed.

Old Business:

BANQUET FINANCIALS:

The Annual Banquet this year had an income of \$501.

ANNUAL MEETING MINUTES:

The Annual Meeting Minutes were reviewed and grammatical errors were corrected. Heather made a motion to amend the minutes. Brianna Stone seconded the motion.

SHOW MANAGERS MEETING MINUTES:

There were no changes to the show managers meeting minutes. Holly made a motion to file the minutes. Heather Weaver seconded.

New Business:

ANNUAL SHOW MANAGER 2019:

The Manager position will be open for bid again this year. Anne will put together packets and distribute to potential managers. The board will create a list of potential candidates to send management packets to.

COMMITTEES:

Annual Show: Molly Moore, et all (Hospitality- Anne Johnston)

Show Sponsorship- Catherine Daniels, et all

Junior Committee- Holly Keplinger, Tara Deckel

Clinic- Sherri West, Luanne Leonard

By-Laws- Sarah Irvine, Emily Guyer, Brianna Stone

Nomination Committee- Everyone

Show Standards- Everyone

LENGTH OF SHOW DAY:

The length of the show day was brought up by the board. We will stick to the current 14 hour rule. The board will brainstorm for potential solutions to the length of the day

MANAGERS REPORT:

The idea was brought up to have a managers report submitted from each horse show. This would include information such as Start and End time, number of entries, number of classes, judge.

JUMPER ENTRIES:

The jumper numbers are still lacking in SWVHJA. It has been brought to board members attention that many jumpers go to other horse shows because they offer money. SWVHJA would like to encourage managers to offer add back classes to their schedule to encourage jumpers to come.

Heather Weaver made a motion to allow each horse show entity that is offering jumpers to choose one of their horse shows to offer double points at (for jumpers only). Ashley Holsinger seconded the motion. The motion was approved.

The discussion to add age group equitation into the jumper ring as well to help numbers in those rings was also discussed.

HORSE WELFARE:

We will add the USEF rule in regards to horse welfare into our rule book. Anne Johnson will send out for approval.

ANNUAL SHOW SCHEDULE:

With feedback from the Annual Meeting the following changes were discussed for the annual show schedule.

- Move the 2' section of the Handy into the East complex, add a 2'6" section to that ring as well
- Pony Medal: Will be a standalone class on Sunday morning. Breakfast was very well received.
- Hunt Teams was not well supported and will not be returning to hunt night at this time.

ANNUAL SHOW SPONSORSHIP:

To spearhead sponsorship in the upcoming year, we are asking that horse shows have a donation display in their office or allow for people to add small donations to their show bill.

Adjournment:

Brianna Stone made a motion to adjourn. Ashley Holsinger second the motion. The meeting was adjourned at 9:30 p.m.

Next Meeting:

The next meeting will be a conference call on April 15, 2019 at 7:00 PM.

Respectfully Submitted, Tara Deckel

SWVHJA Board Meeting Minutes

April 15, 2019

The meeting was called to order at 7:03 pm via telephone conference call. The following members

participated in the call: Sherri West, Heather Weaver, Luanne Leonard, Emily Guyer, Holly Keplinger,

Ashley Holsinger, Catherine Daniel, Sarah Irvine, and Briana Stone. Chris Mitchell was not in attendance.

The March minutes were not available, thus not approved.

The Treasurer's report reflects \$10,054.29, and Savings account of \$11,195.26. Sherri West motioned to

approve the Treasurer's report, and this was seconded by Briana Stone.

Old Business:

The 2019 Show Manager's position was approved. Catherine Daniel made the motion to approve Molly

Moore as the Show Manager for the 2019 Annual Show, to be held November 7-10, 2019 at the Virginia

Horse Center in Lexington, Virginia. Luanne Leonard seconded the motion.

New Business:

1. The Adult Pleasure Horse Division specifications were reviewed, and plans were to confirm the

specifications for the same division.

2. Catherine Daniel discussed the survey from the Survey Monkey regarding exhibitor feedback from the Annual Show.

3. The Board discussed class and division specifications and entries required to fill.

4. Holly Keplinger asked to step down from the Executive Board as Secretary, and Heather Weaver

offered to assume this position.

Luanne Leonard made a motion to adjourn the meeting at 8:30 pm, and Heather Weaver seconded the

motion. The next meeting will be held at Lexington, Virginia on May 20, 2019.

SWVHJA Board Meeting

May 20, 2019

Best Western, Lexington, VA – 7pm

Call to Order: The meeting was called to order at 7:15pm by President, Emily Guyer.

Present: Board members present were Chris Mitchell, Luanne Leonard, Sarah Irvine, Holly Keplinger,

Catherine Daniel, Sherri West, Emily Guyer, Heather Weaver, and Executive Secretary Anne Johnston.

Molly Moore was present for discussion of the SWVHJA Annual Show.

Minutes: The April minutes were read. Sarah moved to approve the minutes, Chris seconded. The

minutes were approved.

Treasurer's Report:

Checking Account balance: \$7,637.15

Savings Account balance: \$11,195.26

The treasurer's report was read by Heather. Chris moved, and Catherine seconded to approve the

treasurer's report. The treasurer's report was approved.

Old Business:

Annual Show:

A rough draft of the timetable (including class schedule and warm up times) was reviewed, revisions were made and will be reviewed again before being finalized.

Two night, and week stalls will be offered.

New Business:

Hall of Fame:

Hall of Fame nominees should either be a SWVHJA member, or have a farm membership.

Sherri made a motion to nominate Hunter King for the SWVHJA Hall of Fame, Luanne seconded.

Show Dates:

The Board agreed to allow Chatham Hall to host a SWVHJA show on October 20, 2019.

Pleasure Pony/Horse:

Ponies are allowed to be shown by an adult in the Adult Hunter Pleasure Division, as long they

are not shown in any other pony restricted division at the same show. Division specifications will be revised.

Tabled:

Show evaluations

Sponsorships

Adjournment:

Heather made a motion, and Chris seconded to adjourn the meeting. The meeting was adjourned by

President Emily Guyer at 9:35pm. The next meeting will be a conference call on Monday, June 17 at

7pm.

Respectfully submitted,

Heather Weaver

SWVHJA Board Meeting

July 15, 2019

Conference Call – 7pm

Call to Order: The meeting was called to order at 7:05pm by President, Emily Guyer.

Present: Board members present were Emily Guyer, Sherri West, Holly Keplinger, Luanne Leonard,

Heather Weaver, Catherine Daniel, Chris Mitchell, Briana Stone, Ashley Holsinger, Sarah Irvine, and

Executive Secretary, Anne Johnston. Molly Moore was present for the beginning of the meeting to

discuss the SWVHJA Annual Show.

Minutes: Minutes from March were read and approved. Briana made a motion to approve the minutes,

Chris seconded. The March minutes were approved. June minutes will be reviewed at the next meeting.

Treasurer's Report:

Checking Account balance: \$3,100.50

Savings Account balance: \$11,195.26

The treasurer's report was read by Anne. Sarah moved and Luanne seconded to approve the treasurer's

report. The treasurer's report was approved.

Old Business:

Annual Show:

Molly has hired judges, starters, EMT, farrier, jump crew, stall coordinator, and show secretary.

It was suggested to come up with ideas to "amp up" hospitality

Prizes were discussed and Anne will check current inventory

Anne is finalizing the sponsorship letter. Catherine will be reaching out to previous sponsor's once the letter is finalized.

We plan to include Michaela Bragg in the September meeting to discuss sponsor recognition ideas.

New Business:

Safe Sport:

Due to an incident during a SWVHJA sanctioned show at the Virginia Horse Center, the board feels it is necessary to contact the Virginia Horse Center and discuss ways to make concessions,

vendors, jump crew, photographers, etc. aware of Safe Sport guidelines. Anne will compose a letter to be sent.

According to USEF Safe Sport rules, the incident should be reported. Emily will fill out the incident report.

Horse Shows

It was brought to the board's attention that an upcoming show may not have a manager. Anne will follow up with the applicant of the show date to see if they have a plan.

Adjournment:

The next meeting will be August 19, 2019 at 7pm

Chris made a motion, and Heather seconded to adjourn the meeting. The meeting was adjourned by

Emily at 8:17pm.

Respectfully submitted,

Heather Weaver

SWVHJA Board Meeting

August 19, 2019

Best Western, Lexington-7pm

Call to Order: The meeting was called to order at 7:10pm by President, Emily Guyer

Present: Board members present were Emily Guyer, Sherri West, Catherine Daniel, Holly Keplinger, Luanne

Leonard, Sarah Irvine, Heather Weaver, and Executive Secretary, Anne Johnston. Molly Moore and Michaela Bragg

were present for the beginning of the meeting to discuss the SWVHJA Annual Show.

Minutes: July minutes were read and amended. Holly made a motion to amend the July minutes, Sherri seconded.

Luanne made a motion to approve the July minutes, Catherine seconded, the minutes were approved.

Treasurer's Report:

Checking Account balance: \$3,717.13

Savings Account balance: \$8,195.26

The treasurer's report was read by Anne. Sarah moved and Luanne seconded to approve the treasurer's report.

The treasurer's report was approved.

Old Business:

Annual Show:

Michaela has volunteered to be in charge of sponsorship recognition. Ideas were discussed such as hanging banners in barns and by the show office, sponsor presentation of awards, and more announcements at the ring and in the barns. Michaela will meet with the board again in October.

The timetable and fees were finalized.

All rings will be closed on Sunday during the Pony Medal Finals. A note will be made on the timetable and

prize list to make exhibitors aware.

Show Manager's:

Catherine has offered to draft a letter to show manager's, encouraging them to take the Safe Sport course to help raise awareness. The letter will be included in the show manager packet.

New Business:

Prize List:

Membership email addresses are included in the Show Manager packet for if they choose to email their prize list.

Show manager's may also contact Anne if they would like a mass email of their prize list, or another SWVHJA event sent out to membership.

Adjournment:

The next meeting will be a conference call on September 10, 7pm. Holly made a motion to adjourn the meeting,

Sherri seconded. The meeting was adjourned by Emily at 9:10pm.

Respectfully submitted,

Heather Weaver

SWVHJA Board Meeting

October 15, 2019

Best Western-Lexington, 7pm

Call to Order: The meeting was called to order at 7:10pm by President, Emily Guyer.

Present: Board members present were Sarah Irvine, Emily Guyer, Sherri West, Catherine Daniel, Luanne

Leonard, Heather Weaver, and Executive Secretary, Anne Johnston. Calling in were Briana Stone, Holly

Keplinger, Ashley Holsinger, and Chris Mitchell. Molly Moore and Michaela Bragg were present for

discussion of the Annual Show.

Minutes: The September minutes were read. Briana moved to approve the minutes. Catherine seconded. The minutes were approved.

Treasurer's Report:

Checking: \$5,915.30

Savings: \$8,195.77

Heather read the treasurer's report. Sarah made a motion to approve the treasurer's report.

Chris

seconded. The treasurer's report was approved.

Old Business:

Annual Show:

Footing- The board discussed hiring a professional to ensure footing would be appropriate for all

rings at the Annual Show. Molly had already been in contact with staff at the Virginia Horse Center to make sure rings would begin being prepped early in the week.

Photographer- Molly will talk to Lee Wood about hiring additional photographer's so pictures will be available from each ring.

Schooling- Schooling for ponies in the Coliseum Thursday evening. Heather made a motion to make a change to the timetable, "The decision has been made to open the ticketed warm-up on Thursday evening to horses and ponies, but please note that jump materials will be set for Friday's horse classes." Sherri seconded. Anne will send an email to membership.

Awards- Drew Perkins has volunteered to organize awards. He and Michaela will work together

to get sponsor's to rings to present awards.

Announcements- Remind announcer's to recognize sponsors, maybe make a schedule.

Sponsorships- All medals have been sponsored. Catherine has personally been reaching out for

sponsorships.

Show Manager's

Catherine will finalize letter to go in Show Manager's packet regarding Safe Sport.

New Business:

2020 Calendar

Weeks/dates have been set up and reviewed

Letters and packets are ready to go in the mail

Adjournment:

Luanne made a motion and Sherri seconded to adjourn the meeting. The meeting was adjourned at

8:20pm. The next meeting will be Tuesday, November 19, at 7pm.

Respectfully submitted,

Heather Weaver

SWVHJA Board Meeting

November 19, 2019

Best Western-Lexington, VA-7pm

Call to Order: The meeting was called to order at 7:13pm by President, Emily Guyer.

Present: Board members present were Emily Guyer, Holly Keplinger, Sherri West, Catherine Daniel,

Luanne Leonard, Sarah Irvine, Briana Stone, Heather Weaver, Chris Mitchell (by phone), and Executive

Secretary, Anne Johnston. Molly Moore was present for the beginning of the meeting to discuss SWVHJA Annual Show.

Minutes: Minutes from October were read. Briana made a motion to approve the minutes, Catherine

seconded. The October minutes were approved.

Treasurer's Report:

Checking account balance: \$5,871.71

Savings account balance: \$11,195.77

The treasurer's report was read by Heather. Sherri moved and Luanne seconded to approve the treasurer's report. The treasurer's report was approved.

Old Business:

Annual Show:

- Discussed footing and timing for arena/schooling area drags
- Class splits need to stay the same for each section (over fences and under saddle)
- Reviewed membership feedback
- Suggestions were made for changes in the schedule to help days run smoother
- Discussion of office fee and stall fee
- Food was a big expense, look into other options for caterer's
- Suggestion to have a separate Starter and Announcer at least on days of the Classic classes
- Have a Sponsor luncheon rather than giving gift baskets

Show Manager's:

- Catherine's draft of letter for Show Manager's packet-tabled

New Business:

2020 Calendar:

- The board will help Anne and work with show manager's to manage conflicts

Burkholder/McNeil/HOF:

- Nominations were made and voted on by the board

Elections:

- Completing terms are Chris Mitchell, Ashley Holsinger, Holly Keplinger, Luanne Leonard, and Heather Weaver.

- Remaining on the board are Sherri West, Catherine Daniel, Briana Stone, Sarah Irvine, and Emily

Guyer.

- Board nominations- Katie Petronelli, John Martin, Kim Spetich, Luanne Leonard, Holly Keplinger,

Chris Mitchell, and Cricket Stone Morris.

Pony Hunter Specs/Age Rule: Tabled

Online Payments: Tabled

Show Manager's Meeting: Hold Annual meeting and Show Manager's meeting together.

Adjournment:

The next meeting will be December 9, 2019 at 7pm.

Sherri made a motion and Luanne seconded to adjourn the meeting. The meeting was adjourned by Emily at 9:45pm.
Respectively submitted,
Heather Weaver

SWVHJA Board Meeting

December 9, 2019

Conference Call – 7:00 pm

Call to Order: The meeting was called to order at 7pm by President, Emily Guyer.

Present: Board members present were Heather Weaver, Sarah Irvine, Ashley Holsinger, Sherri West,

Emily Guyer, Catherine Daniel, Holly Keplinger, Luanne Leonard, and Executive Secretary, Anne

Johnston. Molly Moore was on the call to discuss SWVHJA Annual Show.

Minutes: The November minutes were reviewed. Sarah made a motion, and Sherri seconded, to approve the November minutes. The minutes were approved.

Treasurer's Report:

Checking: \$1,556.13

Savings: \$11,195.77

Emily read the Treasurer's Report. Sherri made a motion, and Sarah seconded to approve the Treasurer's Report. The Treasurer's Report was approved.

Old Business:

Annual Show

- Emily has reached out to those who gave feedback on the Annual Show
- Ideas are still being discussed regarding age splits for the Adult and Special Adult Hunters
- Ideas discussed for revisions to the Jumpers
- Warm-ups will be added to the schedule on Thursday, maybe Friday as well
- The plan is to keep the Pony Medal on Sunday. The Board and Molly will discuss the rationale of

this decision before membership at the Annual Meeting.

- All Classics will be moved to Saturday. This will decrease the number of classes on Sunday for

the ponies, as well as help the show Secretary with check outs at the end of the show.

- Ideas discussed to move the Championship Flat classes to Friday before Hunt Night begins
- Recommendation to have a Starter and Announcer

Calendar

- Anne will reach out show manager's with conflicting dates to offer open dates on the calendar

- The letter drafted by Catherine was included in the Show Manager's packet

Pony Division Rules

- SWVHJA has no rule stating age limits of juniors on any sized pony. Holly made the motion and

Heather seconded, to revise the Rules to state:

Rule VI – Pony Hunter Division

1. General

a. Recognized Pony divisions, including Pony Medal, are open to any age junior regardless of the size of the pony.

The motion was approved

Online Payment

- In order to provide online payment to membership, we may need a new web host
- Sherri made and motion and Heather seconded for Anne to look into securing a new web server.

The motion was approved.

New Business

Finances

- The Board discussed increasing membership and show application fees for 2021
- Anne will run number's on membership to give an idea of what type of increase would be beneficial

- SWVHJA Clinic should also bring in income

USHJA Awards 2021

- Draft a form for eligibility of USHJA Awards
- Holly has volunteered to help Anne to look over specifications and eligibility

Adjournment

The next meeting will be the Annual Meeting, January 11, 2020, at VMI's Marshall Hall. Heather made a

motion to adjourn, Sherri seconded. The meeting was adjourned at 8:15pm.