

**HORSE TRIALS BC**  
**Directors Meeting – Chilliwack BC**  
**February 21-23, 2020**

**MEETING MINUTES**

**Attendance:** Julie Johannson, Debbie Dorosh, Diana Jamison, Jan Mills, Carol McDonald, Shaye Kozak, Ron Trickett, Brandy Saunders, Ali Holmes-Smith, Sarah McKenzie, TJ Drake, Sue Kovacik.

Absent: Sabrina Glaser, Maeve Drew, Lynda Ramsay

Recording Secretary: Jan Mills

Meeting called to order @ 12:15pm by Julie Johannson, President

**Agenda:** additions to agenda. **Under New business**

- **EV105 support**
- **Bank signatures**

***MOTION:*** to accept the agenda with additions. Carol McDonald/Shaye Kozak, carried.

**Minutes:** minutes of Pre-AGM & Post-AGM November 2019 meetings circulated.

***MOTION:*** to accept minutes as circulated. Diana Jameson/Sarah McKenzie, carried.

**Business Arising from Nov 2018 Meeting Minutes:**

- **Award winners posted on website** – Jan is waiting for the new website to post the 2019 results.
- **Website** – Carol told us about how the new Word Press website is progressing. It looks really nice and has been shared with the website committee. Carol is organizing for Tyler what is moving from the old site to the new site. Carol & Jan will learn to post to the new website. Whatever is posted to Facebook will show on the new website. New site should be up and running by the end of April.
- **Name Change** – Tourism BC wants the word “equestrian” in our name. They are firm on this. Can we add “equestrian” to the name we have already agreed upon? We need to add “equestrian” but don’t need to operate under the full registered name. By show of hands there is agreement to apply for BC Equestrian Eventing Association and use BC Eventing Association or BCEA.

***MOTION:*** to rescind the motion of Nov 14/15, 2019 Pre AGM Directors meeting to change the name of HTBC to Eventing BC. This name was not accepted by BC Registry. Ali Holmes-Smith/Julie Johannson, carried.

***MOTION:*** Diana to apply to BC Registry for the name BC Equestrian Eventing Association and we will DBA BC Eventing Association. Ali Holmes-Smith/Shaye Kozak, carried. (100% in attendance in favor)

Special resolution meeting to be held at Johvale clinic April 17, 2020 for membership approval of this name.

- **AGM Concerns & Update** – Jan shared info on the new contract with Harrison for 2020. Due to fiscal constraints we have eliminated the Thursday night for directors and combined meeting rooms where possible. We will utilize the Hospitality Suite as much as possible for committee meetings. These changes will reduce the cost at Harrison 2020. Jan to check with Harrison if the special room rate can be available for Thursday night should any directors like to arrive on Thursday. Keep the AGM start time at 1pm. Keep meetings on track to not waste time. It will be busy but if preliminary work is done by email we can accomplish what needs to be done face to face. Julie shared a vision of reformatting the AGM. Remove the raised dais, and have pods of committee information. Reports can be available for reading but we just talk about the highlights. We do the necessary pieces of the AGM in a format that is more engaging for the membership. Have conversations rather than a download of information. Directors meetings and Organizers meetings and AGM are open to the general membership. General public have no vote or say

but can attend. Only members carry a vote. Jan has priced another location as price comparison. We are doing well with Harrison. Jan will address the concerns of 2019 closer to the Banquet 2020.

- **Directors Manual** – Jan is working on it, updating committee descriptions etc but will wait for completion of the name change before circulating the revised version.

**Correspondence:** Jan shared 2 emails that have come to the Directors email address.

**Budget Discussion** – Diana thanks everyone for submitting their budgets. Education, AR & YR run independently of the HTBC budget. All other committees run within dedicated funds of HTBC. Diana reviewed the 3 independent budgets. The 3 independents receive no funding from HTBC general revenue.

Diana has done a spreadsheet for HTBC. We all reviewed the spreadsheet as Diana went through it line by line. Revenue comes from our memberships & revenue is going down. We also reduced the cost of the non-competitive supporting membership by \$30 to \$25. Champs committee indicated they will honor only the Championship and Reserve Championship moving forward. Treasurer will incur a small cost for shredding of old documents. Membership committee may incur cost for a membership drive. National conference flight is covered by Avion points but not the taxes. 209 members already for 2020. If there are alterations to committee budgets please forward them to Diana.

Contingency fund will be capped at \$25000. The \$1 allocation will apply to general revenues instead of continuing to build in the contingency fund.

***Meeting adjourned at 4:15 to reconvene tomorrow morning at 8:30am  
Meeting called to order at 8:35am February 23, 2020***

Diana checks if there are any questions regarding the HTBC budget. Reminder if there are changes or updates to committee budgets please get these to Diana. We will have a budget teleconference early June, date TBA. Diana thanks everyone for their work on their budgets.

Julie – talks about Saturday evening dinner for the board. This dinner is the thank you dinner to the board from HTBC for the hours and work we dedicate to the sport and the organization. With declining membership numbers fiscal responsibility is ever present so Julie opened the conversation regarding this expense. A decision doesn't need to be made now but we can all think about it for next year. Cost this year was \$528 to HTBC for dinner. Directors paid their own drinks and dessert. The feel around the table is moving forward it makes sense that directors pay their own dessert and drinks and HTBC will continue to pay for the meal. It was a very enjoyable evening, delicious meal, lots of laughter and a nice thank you to the directors.

**Committee Reports** –

**Championship & Awards Committee** – Championships competition will reduce awards to Reserve and Champ. Does the board agree?

***MOTION:*** *starting in 2020 we will reduce the Champs awards to Reserve and First only, ribbons and gift card/prize. Ron Trickett/Carol McDonald, carried.*

The committee did look at the potential use of the contingency fund to support a possible shortfall of the awards committee should it arise.

Enhancement Fund – the 10% that currently goes to the host organizer be reduced to 5% and the other 5% goes to the Awards committee. The increase cost for holding Champs is generally another dressage judge that can be covered within the 5%. Originally the thought was that separate divisions were run for Champs but that is not a reality. Ron is willing to explain to the Champs organizer the reason behind the change. This change is moving forward to 2021 based on the 2020 numbers. It's still going to Championships, but is a different allocation.

***MOTION:*** *change the Enhancement fund allocation to the Championship host organizer from 10% to 5% and the allocation to the Championship & Awards Committee from 30% to 35%. Carol McDonald/Shaye Kozak, carried.*

EV105 - how do we deal with this moving forward? EV105 is not a qualifier so should it be supported by the Prelim subsidy? Feel from the board is Prelim should be supported but not EV105. Training HT & EV105 are considered the same as a qualifier. What do we do with yearend awards for this division when it's not offered at all competitions? Suggestion to align the points for Training and EV105 for yearend awards? Is this fair though as the numbers will be less in the EV105 division. The committee will carry on with this discussion.

**Membership Committee – membership purchased on line and how to allocate benefits** - the Temporary membership and Non-competitive support membership. The non-competitive support membership has gone down to \$25. Change proposed – non-competitive membership for \$25 will allow attendance to all clinic & camp opportunities. This encourages members to attend the education portion and eventually choose to have a full membership and compete. The Temp membership be available for 1 competition only. Target recreational riders and increase our membership. Senior \$70, Junior \$65, Non-competitive \$25 and Temporary \$25. Committee has agreed on this.

**MOTION:** *That the non-competitive support membership be eligible for participation in all Horse Trials activities other than competition. Diana Jameson/Ali Holmes-Smith, carried.*

YR's can attend camp on a non-competitive support membership. This is applicable immediately for 2020.

The committee is looking at updating the definition of junior member to follow the EC definition. "to the end of the year in which you turn 18". In our By-Laws 2.5a it is worded slightly differently but means the same.

**MOTION:** *to update the wording of 2.5a in our by-laws to read "individuals shall be junior members until the end of the calendar year in which they reach the age of 18 years. Carol McDonald/Ali Holmes-Smith, carried.*

A reach out for new members. Diana would like to send a letter to local tack shops asking them to become a member sponsor for HTBC. They will commit to giving HTBC members a discount. It's a solicitation of local tack shops and their logo would go on our website and our brochure. Ali suggests using email for distribution rather than letter mail, you can follow up by email easily and check in regularly.

Diana is also working on a pamphlet that can be distributed throughout the province.

Suggestion to set up bottle returns for contribution to HTBC. Carol & Diana to look into this with "Return It Express" bottle return. In this program you can print labels and dump your clear bags Suggestion to bring clear bags to competitions and label and return to Express.

### New Business

- **Omnibus update** – Carol said its all in there for BC. She called about the printable version and was told they don't have all the info from all provinces so can do the printable until they have it all.
- **David O'Connor Clinic** – Julie was just notified of the fees for this - David's fees are \$7500 US for the 3 days (approx. \$10000 CDN). We need to look closely at the figures and cost recovery. There is a teleconference tomorrow that Julie and Ali will take part in. EC is paying his travel and car rental. First day is coaching day with demo riders, next 2 days are clinic days, 5 groups of 5 riders each. Preference to U25 riders. Day 2 is dressage, day 3 is jumping. Alberta would like to send some Intermediate riders to our clinic as the AB date is too late being in September. Preference will go to our BC U25. All riders must be Training or above. Auditors can attend day 2 & 3 (not the coaching day). Cost per rider potentially could be \$400 + stabling.
- **BC Summer Games** – Julie hasn't heard much from coaches. It's the same weekend at Rebecca farms. Brandy has offered to go as Coach Specialist. We need to keep putting the info out there regarding qualifications etc. Julie clarifying some points with Ali at HCBC. Course design will be done by EC accredited designer. Zone coaches will be there as well as a Coach Specialist. Challenge for 2022 in Prince George is not enough riders from enough zones qualifying and participating (especially from the North where there are limited options to qualify). This year is a good test to see how it all works. There seems to be a lot of interest which is great.
- **By-Law Updates for November** – Carol – things to think about - wording of junior members, members not in good standing changed from 12 months to 6 months, President term to be altered to reflect our needs. Carol & Ron will work on these items for our next meeting.

- **Signatures – HTBC Corporate signatures:** signing authorities and corporate signatures.  
**HTBC Corporate Signatures & Signing Authorities:** Diana Jamison, Maeve Drew & Debbie Dorosh  
**HTBC Financial Contract Authorities:** Julie Johannson, Debbie Dorosh, Diana Jamison, Jan Mills  
**Education:** Margo Kozak, Maeve Drew, Jan Mills, Debbie Dorosh & Diana Jamison.  
**Adult Rider:** Julie Johannson, Ali Holmes-Smith, Brandy Saunders & Diana Jamison  
**Young Rider & Gaming:** Jan Mills, Brandy Saunders, Maeve Drew, Debbie Dorosh & Diana Jamison  
 Signature sheet signed by Ali and Diana will return it to the bank.

**Dates for 2020 Meetings by Teleconference –**

**Teleconference Director Meeting Budget & Special Resolution - Monday March 23, 2020 7:30pm**  
**Teleconference Director Meeting – Monday May 4, 2020 7:30pm**  
**Teleconference Director Meeting – Monday September 14, 2020 7:30pm**  
**Teleconference Director Meeting Pre Harrison Meeting – Monday October 26, 2020 7:30pm**  
**Harrison Pre AGM Director Meeting – Friday November 13, 2020 noon start**  
**Chilliwack Directors Meeting - February 5-7, 2021**

*MOTION: to adjourn meeting. Diana Jameson/Shaye Kozak, carried.*

**Meeting adjourned 12 noon**