DRAFT AGENDA
AERC BOD Conference Call 1/13/20, 6 p.m. PT

Call to order and roll call

Housekeeping:

Acceptance of agenda

Approval of 12/19/19 conference call minutes - ### below

Excusals – Tonya Stroud-Oaks – out of the country; Lisa Schneider is on the road and may be out of range but will make every effort to dial-in

Statistical report – Kathleen

**Membership report January 2020**
Membership 1/07/2019  2522  
Membership 1/10/2020  2477  
Sanction fees 1/10/19  $9,370  
Sanction fees 1/10/20  $8,210  
Rider fees 1/10/19  $304.00  
Rider fees 1/10/20  $399.00  
New members as of 1/07/19  101  
New members as of 1/10/19  108
Dashboard 1-10-20

Membership Year To Date As of 1/10/20

New Members Year To Date As of 1/10/20

Rider Fees Year To Date As of 1/10/20

Sanction Fees Year To Date As of 1/10/20
### AERC BOD Conference Call 12/19/19

President Monica Chapman called the meeting to order at 9:05 pm

Board members present in the meeting were Monica Chapman, Michael Campbell, Connie Caudill, Angie Mikkelson, Jan Stevens, Tonya Stroud-Oaks, Dawn Hilliard, Jessica Cobbley, Naomi Preston, John Parke, Lisa Schneider, Susan Kasemeyer, Vance Stine, Marcia Hefker-Miles, Shawn Bowling, Andrew Gerhard, Gordie Cowan, Mollie Krumlaw-Smith, Bob Marshall DVM, Mike Maul, Heather Reynolds, Christoph Schork, and Tim Worden. Also present - Legal Committee, office representative Kyra DeMartini and Executive Director Kathleen Henkel.

Motion was made to accept the agenda by Naomi Preston and seconded by Christoph Schork. Motion passed

Motion was made by Tim Worden and seconded by Naomi Preston to approve the 11/18/19 conference call minutes. Motion passed

Jessica Cobbley made a motion to excuse – Troy Eckard, Nick Kohut DVM and Olin Balch DVM due to travelling and emergency vet work. Seconded by Gordie Cowan. Motion passed.

Kathleen Henkel presented the Statistical report –

- Membership 12/10/18- 2007
- Membership 12/9/19- 1624
- Sanction fees 12/01/17 – 11/30/18 $ 14,925
- Sanction fees 12/01/18 – 11/30/19 $ 14,695
- Rider fees 12/01/17 – 11/30/18 $ 72,726
Rider fees 12/01/17 - 11/30/19 $ 72,329

The office is awaiting payment on 7 additional rides.

New members as of 12/10/18 48

New members as of 12/9/19 44

Kathleen Henkel gave an update on the progress of the new website. She stated testing has been taking place and they have been tweaking the program. The hope is to have it up and running sometime next month.

Monica Chapman has appointed Jan Stevens as interim Ride Manager Committee chair. Connie Caudill made a motion that the Board approve the appointment, Michael Campbell seconded. Motion passed unanimously.

Connie Caudill presented for the Sanctioning Committee approval of new pioneer ride, Old Selam, 9/4 – 6/2020, Debbie Grose is the ride manager, a 25/50, 25/55, and 25/50, Jessica Heinrick is Head Vet. Ride taking place in Centerville ID. Regional Director Naomi Preston has given her approval. Motion passed unanimously.

Mollie Krumlaw-Smith reviewed the financials. The 2019 year-end budget will be very near to what had been projected.

Next year has budgeted for a loss. Some added expenses are the computer program and legal. Going forward we will need to look at getting to a break-even point. The goal is to keep out of our cash reserves and so far we have not spent any of them. Discussion was held on ideas to raise revenue. Mollie Krumlaw-Smith noted that AERC needs members and riders in order meet a break even point. We had an increase in the numbers of day members and also the rider fees this year which helped offset our membership loss. She is hoping our membership will stay steady and that the convention will be profitable. The equestrian world is changing, and all organizations are down in participation, but AERC did have some increase this year in ridership. Kathleen Henkel said she would have a meeting in the office to see if they can come up with some ideas. The committees can also discuss some ideas and come back to the board.

Motion to approve the budget was made by Jessica Cobbley with a second by Marcia Hefker-Miles. Passed unanimously.

Board members thanked Mollie Krumlaw-Smith for her work on the finances.

Monica Chapman reviewed the action items;

1. The education plan for SafeSport is to include articles in Endurance News, on the AERC Facebook page and on the AERC website. – EN article and FB completed, **working on the website posting. *COMPLETED

2. Strategic plan- December board meeting go over each plan we have yet to discuss. *Since Nick Kohut DVM was on an emergency call, this will be on the agenda at the next meeting.
3. Vance Stine will make recommendations on insurance policies as they come up for renewal and go over the losses. *Sent copy of the 5 year loss runs to the office. If any board member wants a copy of the Loss Runs, Kathleen can email them to you. The general liability policy that we just renewed is a $1 million per occurrence and $3 million aggregate limit with an annual premium of $44,301.80, which is up a little but we also increased our aggregate limit. Diane Lesher looked into other options for AERC and felt we were in the best position with our current policy with Lloyds of London, through Equisure at this time. *Completed.

4. Monica Chapman/Trails Committee working on MOU with the BLM. **Waiting for signature by Mike Nedd, Deputy Director of Operations for BLM. *No change.

5. John Parke and Mollie Krumlaw-Smith will look at 7.09 of the AERC Legacy Foundation (ALF) supporting organization bylaws and give clarification and update the ALF bylaws to include method for removal of the tier one Board members at Dec BOD CC. *John Parke has called Brandon Stidback, the attorney, today and waiting for a response, to go over the language as he isn’t sure the language is acceptable. John Parke noted if the language is a problem then he will adjust it and be done with it. The attorney wants to submit the bylaws as part of the 501c3 application. John Parke noted that due to the loss of an ALF Board member that currently the Board at this time will only consist of John Parke and Mollie Krumlaw-Smith. Monica Chapman asked if John Parke would be able to have the new bylaws completed by the January meeting. He replied that he thought he could and would send them for the AERC to review as a courtesy. It was explained that the supporting organization has been incorporated, the paper work is on hold waiting for the attorney to file the 501c3 to obtain federal and state tax exempt status (this could take 1-5 months). John Parke thinks we should roll ALF out at the convention. He will write an article and with help from Troy Smith by the middle of January.

6. John Parke and Mollie Krumlaw-Smith will follow up with the attorneys to finalize all paperwork for the supporting organization once an EIN is received from the State of California. *Pushed back to at least the June meeting. Filed and waiting to get back from attorney. When the supporting organization is ready to roll out, Mollie Krumlaw-Smith would like to have booth and a session at the Convention. Lisa Schneider suggested a press release. John Parke would like it on our website and an article in Endurance News, he would like to have a draft of the article as soon as possible so it will be ready. # Will do when paperwork is done. Troy Smith will work on a press release. ** Will get together to file bylaws along with paperwork to the IRS.

7. The Legal Committee will finish up on the ADA policy.

8. Competitions Committee to write a series of three articles starting in September. The articles would need to review the history and why we are looking at making changes. Discuss the pros and cons, include surveys to get more input from our members. - Completed first article and second articles. ** Will get survey in January issue. The third article will be a follow up on membership responses after the survey. * The committee will meet to come up with questions for the survey in order to get a feel of what the members want. They will send it to the Board for feedback a week before the end of the year. Will have the survey in the February EN. This will be a short survey in order to get members to respond, maybe five questions.

9. The Competitions Committee to develop a framework for long rides to be brought back to the Board and membership once feedback has been received after the series of Endurance News articles. **Waiting until survey feedback.
10. Sanctioning and Ride Managers Committee will create a draft for BOD feedback at the January CC on measuring ride mileage. *Monica Chapman would like to have feedback and plans to vote on something by the convention.

Kathleen Henkel stated she will have the results of the amendment and regional directors’ election once the results are verified by the Election Committee.

Vance Stine made a motion to adjourn at 10:05 pm, John Parke seconded. Motion passed.

Respectfully submitted by Connie Caudill

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**$ AERC Board of Directors**

**MOTION PROPOSAL**

**Motion Name**
Greenbeans Convention Reimbursement Funds

**Proposing Committee : Membership**

**Date of Motion** (Date to be presented to BOD): 1/13/2020

**Classification of Motion Request** (new, change, add, delete, by-law, rule, policy) Policy

**Proposed Motion** (use exact wording)
Authorize reimbursement of $500 for one or more of the directors from the Greenbeans program be reimbursed for attending the AERC annual convention. The funds would come from the Greenbeans program funds and only be offered if the funds are available in that account. I’m suggesting $500 total, with a maximum of $250/ person.

**Background, analysis and benefit** (describe the problem this motion is solving)
The Greenbeans program has a vendor booth at the AERC convention, in order to make the most of this booth we should have a director (or directors) who deal with this program on an ongoing basis be the ones who run it.

**Budget effect/impact** (Attach spreadsheet if appropriate)
The funds would come from the Greenbeans monies, not the general fund. Lynda Haupt, CPA the accountant for AERC has confirmed the Greenbeans have $9,304.68 net funds available.

**Benefit and/or Impact to Membership and/or the AERC Organization**
We often speak about promoting membership, this is the AERC program that does that! The Greenbeans have been very successful at bringing in new members. It only makes sense to set this program up for a well run, organized and professional booth at the convention. I don’t think handing out flyers or setting aside a pamphlet for the program is sufficient. Promoting membership should be a priority of the BOD.

In addition these directors spend countless hours during the year volunteering to run the program and they deserve something in return. Allowing them to use their own funds to attend the convention is one way for us to show our gratitude to them because without them I truly believe the program would not be able to continue.

As the general membership of AERC declines; Greenbeans had 388 members in 2018, 431 in 2019, this membership pool is GROWING. The program already has 125 members signed up for 2020.

**Impact on AERC Office** (Work load, budget)
Very little, each year they would need to verify the funds to see if they are sufficient for reimbursement and then issue a reimbursement check.

**Committees consulted and/or affected**

**Implementation plan** (Schedule, resources, financial)

**Supporting materials** (List of any other documents and/or spreadsheets)

**Supporting approvals** (proposing committee, participating committees)