

**DRAFT AGENDA**  
**AERC BOD Conference Call 4/8/19, 6 p.m. PT**

Call to order and roll call

Housekeeping:

Acceptance of agenda

Approval of 3/10/19 convention meeting minutes (along with action items list) - ### below

Excusals – none received as of 3/27/19

Statistical report –Kathleen (to be furnished before the meeting)

Business before the Board:

Motions: National Championship ride 2020 - &&& below – NC Committee - Connie Caudill  
Special Sanctioning motion –@@@ below - Sanctioning Committee – Connie Caudill  
Limited Distance ride results motion - \$\$\$ below – Rules Committee – Lisa Schneider

Feedback regarding the above motions – no comments from the Research or International Committees and the Competitions Committee is O.K. with all 3 motions.

Supporting Organization update – John Parke  
Strategic Plan update – Lisa Schneider

### AERC Board Convention Minutes 3/10/19

Action items

1. Kathleen sending out conflict of interest statements, Board members signing and returning quickly.
2. Vance Stine will get a quote on a 3 Mil ride liability from Equisure and get it to the Board.
3. Diane Leshner will get proposals for Vance Stine on D&O insurance from other carriers
4. Vance Stine will look into reduced fees on horse insurance for members wanting to insure their horses.
5. Mollie Krumlau-Smith will get a note out to ride managers concerning safe sport
6. John Parke will make 2 changes in the bylaws of the supporting organization and report back in the April meeting
7. John Parke will follow up with the attorneys to make sure they have sent in to IRS the tax exempt forms for the supporting organization
8. John Parke will send the supporting organization articles of incorporation and the bylaws to the Board and will answer any questions concerning them at the April Board meeting.
9. Head person of the strategic planning groups will send breakout session notes on key metrics to Lisa by Friday, she will go over the most finished plans looking at key metrics at the next meeting.
10. Troy Eckard with the Best Board Practices Ad Hoc Committee said he was working on summarizing the issues to present to the board.
11. All Board members vote on preference for midyear meeting of either July 20 or September 7, by Friday
12. Kathleen Henkel to set location of 2020 AERC Convention

Convention Board meeting minutes 3/10/19

President Monica Chapman called the meeting to order at 8:07 am.

Present were Nick Kohut DVM, Bob Marshall DVM, Marcia Hefker-Miles, Connie Caudill, Heather Reynolds, Jan Stevens, Mollie Krumlaw-Smith, Angie Mikkelson, Terry Woolley Howe, Lisa Schneider, Michael Campbell, Susan Kasemeyer, Mike Maul, Vance Stine, Andrew Gerhard, Shawn Bowling, Troy Eckard, Jessica Cobbley, Naomi Preston, Tonya Stroud-Oaks, Mary Howell, John Parke, Paul Sidio, Olin Balch DVM, Christoph Schork, Nina Bomar, Tim Worden and the Executive Director Kathleen Henkel.

Susan Kasemeyer made a motion to accept the agenda, Nick Kohut DVM second. Motion passed

Marcia Hefker-Miles made a motion to accept the committee reports, Nick Kohut DVM, seconded. Motion passed with two abstentions from John Parke and Andrew Gerhard

Kathleen Henkel stated that she would be emailing the conflict of interest statements and need them signed and returned in a timely fashion.

Monica Chapman asked for approval of the appointed committee chairs which are;

Competitions Committee- co chairs Vance Stine and Troy Eckard

Education- Marcia Hefker-Miles

Elections- Robert Ribley

Finance- Mollie Krumlaw-Smith

AERC-I- Meg Sleeper VMD

Junior and Young Rider- Heather Reynolds

Legal- Lisanne Dorion

Membership- Angie Mikkelson

National Championship- Connie Caudill

Protest & Grievance- Diane Rowley, members are Bianca Chevalier, Gail Conway, Debbie Schultz and Dennis Sousa

Ride Managers- Mollie Krumlaw-Smith

Rules- Lisa Schneider

Sanctioning- Connie Caudill

Trails-co chairs Monica Chapman and Alex Uspenski

Veterinary- Jay Mero DVM

Welfare of the horse- Nick Kohut DVM

Lisa Schneider made a motion to accept the committee chairs, Jan Stevens seconded. Motion passed

Vance Stine presented an update on our insurance risk analysis. AERC has three different agencies. The office insurance is with Vetox in Auburn, CA. We currently have a 1 mil umbrella policy which could be increased to 2 mil for a \$600 increase in premiums. So how much is needed? He stated that 1 mil is a starting place. Workers Comp is with another agency from Roseville, CA. The premium is \$1151 per year, which he believes is good.

Equisure is the insurance company that handles the AERC ride liability insurance. Our agent, Diane Leshner met with Kathleen Henkel, Lisa Siderman, Monica Chapman, and Vance Stine during the convention to discuss some

insurance items. Vance stated that insurance companies have a tendency to shy away from horses but Equisure specializes in horses. Currently AERC has 1 Mil per occurrence/ 2Mil aggregate. He will be getting a quote on a 3 Mil aggregate and will bring it back to the board. The 1 Mil per occurrence can be brought up to 2 Mil for a few rides where land managers have strict requirements. If a ride managers wants the added 2 mil, the cost is \$170 but Equisure only allows a few of them before making AERC change the policy. He believes we have a good policy that allows ride managers to have as many additional insured as needed. There are not many options of insurance agencies out there that covers equine events and Vance Stine feels this is as good as it gets being very specific through the Lloyds of London.

D&O liability is a 1 Mil policy, premium is \$2,659. Diane Lesher will be getting some proposals from other carriers. Vance Stine recommends that everyone have another umbrella policy on top of their regular insurance for added protection.

For \$20 Equisure offers AERC members an excess liability policy which is also highly recommended to the members for an added layer of protection.

Three things that Diane Lesher recommended.

-Cyber Liability insurance - \$2,743. She will get another proposal which will deal with releasing personal information. This is a newer offer that AERC will consider.

-Fidelity Fund- \$706.

Accidental death, excess medical. USEF offers this to their members. Vance Stine will look into this and get a quote but this is not a high priority.

He is mostly looking at Cyber insurance and increases in insurance coverage.

The D&O covers employment claims up to 1 Mil Diane Lesher is looking into insurance for Safe Sport coverage for RM but with it being so new there are no policies at this time. She will work on the verbiage to cover safe sport with Lloyds of London.

Vance Stine will investigate it whether there is a policy available that AERC could offer the membership regarding equine insurance coverage.

Naomi Preston felt the AERC office should send something out to the ride managers concerning the information on Safe Sport since we are no longer an affiliate of USEF. Even though we are only an amateur sport with Best Board practices we should get some policy out to the ride managers. Who should have some sort of training? Ride managers? Some land managers may require the training. Anyone can go to the Center of Safe Sport and take the training for \$20. Mollie Krumlaw-Smith will get a note put to ride managers.

Olin Balch DVM made a motion to go into executive session to discuss legal matters, Tonya Stroud-Oaks seconded, motion passed.

Jan Steven made a motion to come out of executive session, Troy Eckard seconded. Motion passed

Troy Eckard made a motion to take a 10 minute break, Bob Marshall DVM seconded. Motion passed

The Longevity members motion from the competitions committee. This motion would have AERC recognize the number of years that a member has belonged to AERC and they would receive a pin similar to the horse longevity pins. The years won't have to be consecutive. The pins with the mailing would cost about \$5.00 each. There are approximately 2,500 people that have been members for at least 10 years. A sponsor will be found that will underwrite this program.

After a brief discussion, the motion which was from committee passed unanimously.

Monica Chapman led a discussion on the supporting organization- AERC Legacy Foundation (ALF). The Board members for the organization are John Parke, Mollie Krumlaw-Smith and Don Fehrs. She asked John Parke what needed to be done in order to get the foundation up and running. He commented that he had them ready to go on October 1, but that Mollie Krumlaw-Smith had requested that they make two changes in the bylaws. He agreed the two changes should be made. Since the attorneys hadn't changed them yet, John Parke said he would just make the changes himself, sign them and report back at the April meeting. Mollie Krumlaw-Smith said that it was of the utmost importance to get this completed as she has already had to turn down two donations to the foundation due to the lack of having it in place.

Mollie Krumlaw Smith said that it could take up to 6 months to have the approved tax exemption back from the IRS. John Parke said that he has sent them to the attorney but will need to follow up to make sure that they had filed it.

Michael Campbell asked if the AERC Board would have final approval of the structure? John Parke said he would send all of it to the Board especially so the new members could see them. This will be on the agenda for the April meeting so that so that Board members can have answers to any questions they may have concerning it.

Mollie Krumlaw-Smith stated that she would like to have everything back by August so that AERC can start marketing the AERC Legacy Foundation.

Monica Chapman announced that she will have the Board members breakout into the small strategic planning groups for discussion for an hour. Lisa Schneider asked the groups to look at key metrics that will measure success of the strategic plan – How do we know what we are doing is working? Let's look what we can literally measure. She offered her help with any groups needing direction. She stated that the Board needs to focus on a higher level. We need to look at problems and potential problems before they become a "black swan".

After the hour breakout session, Monica Chapman received positive responses when she asked if the Board members thought this session was productive. Lisa Schneider asked that the head of each group send her their notes by Friday on key metric so she can review. At the April meeting she will go over the most finished with the Board, looking at key metrics.

Discussion was held on ways to make the meetings more productive. Having specific time frame for each subject on the agenda was mentioned. Troy Eckard with the Best Board Practices Ad Hoc Committee said he was working on summarizing the issues to present to the board.

Monica Chapman said that Board members need to be precise of their wording to keep the meeting to the point and not overly long. She would like to see the AERC board meeting run like a well-oiled machine. All motions must go through committees for comment and input before being presented to the Board. She encourages all board members to be on at least one committee.

Monica Chapman announced two different dates that were available for the midyear meeting. July 20 or September 7. Board members will need to vote on their preference of dates by Friday. She will calculate the votes to determine the date of the meeting. Kathleen Henkel will check on locations and cost.

Kathleen Henkel is looking at locations for the 2020 AERC Convention. Looking at mild climate southern locations including Jacksonville, FL. She will keep the Board updated.

John Parke made a motion to adjourn at 11:07 am, seconded by Troy Eckard. Motion passed

Respectively submitted by

Connie Caudill

&&& AERC Board of Directors  
MOTION PROPOSAL  
(updated 2019)

This Motion Proposal form is to be used in the development, presentation and approval process of submitting motions to the Board.

Motion Name- 2020 AERC National Championship proposed ride site

Proposing Committee - National Championship

Date of Motion (Date to be presented to BOD) April 8, 2019

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

Proposed Motion (use exact wording)

Rides site for the 2020 AERC National Championship ride- Fort Howes with Bill and Jan Stevens as ride managers. Mountain region -Ashland, Montana. Ride date 2nd weekend in June.

Background, analysis and benefit (describe the problem this motion is solving) This is an established successful ride that has been the host in the past to the National Championship.

Budget effect/impact (Attach spreadsheet if appropriate)

Benefit and/or Impact to Membership and/or the AERC Organization

This ride is a icon ride that many members would love to ride. The 2019 ride is being held in the West region and in the Southern part of the country. The Fort Howes ride is Mountain region and in the Northern part of the country so will give different members a chance to attend. After nearly 25 years of hosting this event, the Fort Howes ride is winding down and this may be the last year or two that this ride will be held. Many AERC members have dreamed of going to this ride. Bill and Jan are great host and know how to put on a quality ride.

Impact on AERC Office (Work load, budget) Placing ads in the EN monthly.

Implementation plan (Schedule, resources, financial) 2020

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

Committee and Office Feedback (Include feedback from the office and the following committees, Competitions, Education, Finance, International, Junior/Young Rider, Membership, Research, Ride Managers, Rules & Bylaws, Technical, Trails, Veterinary, and Welfare of the Horse.)

National Championship Committee

Supporting approvals (proposing committee, participating committees) National Championship Committee.

@@@ AERC Board of Directors  
MOTION PROPOSAL

(updated 2019)

Motion Name – Reduction of time frame for approval of Special events. (Pioneer rides)

Proposing Committee - Sanctioning

Date of Motion (Date to be presented to BOD) 4/8/2019

Classification of Motion Request (new, change, add, delete, by-law, rule, policy) Revise time frame in rule 16.2.1 for Special events rides while keeping the rule as currently written for Special Qualification rides.

Proposed Motion (use exact wording) Currently all new pioneer rides must be approved at least 180 days before the ride is to be held. With this motion the time frame would be reduced to 90 days which will be the same as regular rides.

Background, analysis and benefit (describe the problem this motion is solving) With electronic communications that we now have we are able to discuss the ride in a timely fashion and able to get the schedule to the membership much quicker.

Budget effect/impact (Attach spreadsheet if appropriate) None

Benefit and/or Impact to Membership and/or the AERC Organization - Easier on ride managers to get approval when there is an opening in the calendar.

Impact on AERC Office (Work load, budget) Send out notice to members

Implementation plan (Schedule, resources, financial) April 8, 2019

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

Committee and Office Feedback (Include feedback from the office and the following committees, Competitions, Education, Finance, International, Junior/Young Rider, Membership, Research, Ride Managers, Rules & Bylaws, Technical, Trails, Veterinary, and Welfare of the Horse.)

Rules, sanctioning and ride managers

Supporting approvals (proposing committee, participating committees) Sanctioning, Rules

\$\$\$ AERC Board of Directors  
MOTION PROPOSAL

(updated 2019)

Motion Name

Clarify that placings in the Limited Distance ride results are handled the same as endurance ride results.

Proposing Committee

Rules Committee

Date of Motion (Date to be presented to BOD)

April 8, 2019 Board meeting

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

Delete part of rule L5.

Proposed Motion (use exact wording)

The current Limited Distance rule L5 says “**If** placings are given, they must be determined using the procedure described in L3.3 and L3.4.” (emphasis is mine).

Placements in Limited Distance rides have been required for some time (ride results used to be listed in alphabetical order, often with all riders shown finishing in 5:59 hours). This phrase was missed when we last updated the LD rules.

The phrase “if placements are given” should be deleted so it will say: Placements must be determined using the procedure described in L3.3 and L3.4”. For completeness’ sake, here is L3.3 and L3.4:

*L3.3 Riding time is the time used by competitors to complete the course and reach criteria, excluding all hold times. This is the time used for AERC ride results. L3.4 At the finish, ride time of the competitor continues until a preset judging criteria of 60 heartbeats per minute or less is met. (Finishing time is recorded as the time at which the rider asks for and subsequently meets this preset criteria.)*

Background, analysis and benefit (describe the problem this motion is solving)

The Board has been striving to make Limited Distance riders feel on par with Endurance riders, especially since the number of LD riders has been increasing significantly over the number of Endurance riders.

Budget effect/impact (Attach spreadsheet if appropriate): None

Benefit and/or Impact to Membership and/or the AERC Organization

The rules need to reflect how we are doing things.

Impact on AERC Office (Work load, budget): None

Implementation plan (Schedule, resources, financial): Effective immediately. The online rules should be updated immediately, and the printed booklet should be updated for the 2020 season.

Supporting materials (List of any other documents and/or spreadsheets): N/A

Committee and Office Feedback (Include feedback from the office and the following committees, Competitions, Education, Finance, International, Junior/Young Rider, Membership, Research, Ride Managers, Rules & Bylaws, Technical, Trails, Veterinary, and Welfare of the Horse.)

Supporting approvals (proposing committee, participating committees): Rules Committee, Competitions Committee