

DRAFT AGENDA
AERC BOD Conference Call 5/13/19, 6 p.m. PT

Time: May 13, 2019 6:00 PM Pacific Time (US and Canada)

Call to order and roll call

Housekeeping:

Acceptance of agenda

Approval of 4/8/19 convention meeting minutes - ### below

Excusals – none received as of 5/6/19

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

Membership as of 5/25/18	4460
Membership as of 5/10/19	4189
Sanction fees as of 5/10/18	\$ 12,355.00
Sanction fees as of 5/10/19	\$ 12,935.00
Rider fees as of 5/10/18	\$ 18,033.00
Rider fees as of 5/10/19	\$ 15,607.00
New members as of 5/25/18	385
New members as of 5/10/19	341

Business before the Board:

Board Refresher – Troy Eckard & Tim Worden
Committee Chair changes – Monica Chapman
Strategic Plan update – Lisa Schneider
Membership update – Angie Mikkelson
Trails update – Monica Chapman
News from the office - Kathleen
Action items review – Monica Chapman

AERC Board Minutes April 8, 2019

President Monica Chapman called the meeting to order at 9:04 pm

Present at the meeting were Nick Kohut DVM, Dawn Hilliard, Bob Marshall DVM, Marcia Hefker-Miles, Connie Caudill, Heather Reynolds, Jan Stevens, Mollie Krumlaw-Smith, Lisa Schneider, Michael Campbell, Susan Kasemeyer, Mike Maul, Vance Stine, Andrew Gerhard, Shawn Bowling, Troy Eckard, Jessica Cobbley, Naomi Preston, John Parke, Olin Balch DVM, Christoph Schork, Nina Bomar, Tim Worden and the Executive Director Kathleen Henkel.

Connie Caudill made a motion to accept the agenda, Marcia Hefker-Miles seconded. Motion passed

Susan Kasemeyer made a motion to excuse Angie Mikkelson and also to excuse Tonya Stroud-Oaks, Olin Balch DVM, seconded. Motion passed

Kathleen Henkel reported on the statistics;

Membership as of 4/9/18	4176
Membership as of 4/8/19	3867
Sanction fees as of 4/5/18	\$ 11,335
Sanction fees as of 4/5/19	\$ 12,220
Rider fees as of 4/5/18	\$ 12,264
Rider fees as of 4/5/19	\$ 10,014
New members as of 4/9/18	326
New members as of 4/8/19	277

Christoph Schork made a motion to approve the convention meeting minutes, Susan Kasemeyer seconded. Motion passed

Connie Caudill presented a motion from the National Championship Committee requesting that the Board approve the Fort Howe's Ride in Montana for the 2020 AERC National Championship Ride with Bill and Jan Stevens managing. The ride will be held on June 6-7. She plans on having open rides as well as the NC Ride. The motion passed with Jan Stevens abstaining.

Connie Caudill presented a motion from the Sanctioning Committee to revise rule # 16.2.1, that would reduce the time frame on the sanctioning of Special Event rides from 120 days down to 90 days. The Committee has been asked to look at making it easier for a Pioneer Ride Manager to add more days and to sanction new events. This will have the time frame in line with the regular rides. Motion passed

Jan Stevens made a motion to go into Executive Session for legal reasons, Marcia Hefker-Miles seconded, Motion passed

Marcia Hefker-Miles made a motion to come out of executive session, seconded by Susan Kasemeyer. Passed

Lisa Schneider presented a motion from the Rules Committee for the revision of rule #L5. It has to do with cleaning up the rule that would require Ride Managers to report placings on the Limited Distance ride results. In rule #L5, the phrase "If placements are given" would be deleted. This will make placements in Limited Distance rides legitimate and mandatory to report in all AERC sanctioned rides. Motion passed

John Parke gave an update on the supporting organization. He has sent all the supporting organization documents for review to the Board with the bylaw revisions that he and Mollie Krumlaw-Smith agreed to change. John Parke said that Mollie Krumlaw-Smith had signed the bylaws this morning. The consent by adoption of the bylaws will need to be signed by John Parke, Mollie Krumlaw-Smith and Don Fehrs. Monica Chapman asked for clarification as to why 7.09 was left off the revised bylaws since Mollie Krumlaw-Smith has recommended that it be changed to two thirds of a vote by the AERC Board in place of a majority. In the revision, John Parke stated he had left 7.09 blank. Monica Chapman questioned how the removal of a group 1 Board member would take place since this had been removed from the original bylaws. She stated 7.10 explains the removal of a Board member from group 2 but not group 1 and asked if group 1 should be added to that part. John Parke said the Board of the organization can remove a board member for cause. John Parke and Mollie Krumlaw-Smith agreed to look at 7.09 of the bylaws tomorrow and report back to the Board. Mollie Krumlaw-Smith said that everything has been completed to get the organization registered with the state.

Mollie Krumlaw-Smith said that the attorneys had said that John Parke needed to fill out one of the forms but she and John Parke remember asking from the beginning that the attorneys fill out that form that is needed. Mollie Krumlaw-Smith will ask for an update from the attorneys today as to when they will have everything back from the state and will forward the information to the Board when she receives it. The organization will need to complete the filing with the IRS for a tax ID # before donations can be accepted. Mollie Krumlaw-Smith reported that this process could take as little as 6 weeks but as long as 5 months. She would expect to have an answer by August-September. John Parke clarified that

AERC can accept donations at any time but the supporting organization cannot at this time since it doesn't formally exist until everything has been filed.

Lisa Schneider gave the Strategic Plan update. She has received most of the groups implementation plans and metrics. She is still expecting to receive a couple more groups' plan. She suggested to have a deadline for the groups to meet again by April 22. Lisa Schneider said she is happy to join phone conference meetings with the groups and help them with implementation/metrics planning. Each group needs to ask what they are trying to accomplish? They need to specify- Who is doing what? When? How do we measure progress we are making toward these goals? The Board will expect the groups will have it together by the May conference call. Lisa Schneider once again offered her assistance to any group wanting it.

Monica Chapman will repost the members of each group with an asterisk to identify the group leaders after the meeting.

Monica Chapman reviewed and updated the following list of action items.

1. Kathleen -sending out conflict of interest statements, Board members signing and returning quickly. *Mostly completed- waiting on John Parke, Shawn Bowling, Jessica Cobbley (having e-mail difficulty) and Heather Reynolds.
2. Mollie Krumlaw-Smith will get a note out to ride managers concerning safe sport. * Monica Chapman will send a note to Mollie Krumlaw-Smith, that SERA sent out that says they are working on a policy for her to review. AERC will have this policy ready by midyear. John Parke commented that we are not under center for Safe Sport since we are not a National Governing Body so the NGB doesn't apply to us but everything else with the safe sport act does apply to AERC but AERC can have our own policy that is not under the US Center for Safe Sport. Monica Chapman agreed and said that we have had conference calls with the center for safe sport which has help with literature for making a policy. Monica Chapman stated that we have a group working on our own policy.
3. 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. Completed—sent out today
4. John Parke will make 2 changes in the bylaws of the supporting organization and report back in the April meeting. *Completed, but will need clarification on the removal procedures of group 1 Board members.
5. 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. * In progress- on top of it
6. Monica Chapman working on MOU with the BLM. *Work in progress, still on the BLM desk, will update the Board when it gets signed.
7. 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. *Partially complete, still need to get 2 of the group's implementation plans
8. Working on making the meeting accessible for our members to attend. *Work in progress starting tonight with the Zoom meeting.
9. Sanctioning committee to present motion to reduce time frame on sanctioning for special sanctioned rides. *Completed- passed tonight
10. Vance Stine will get a quote on a 3 Mil ride liability from Equisure and get it to the Board. Diane Lesher will get proposals for Vance Stine on D&O insurance from other carriers. Vance Stine will look into reduced fees on horse insurance for members wanting to insure their horses. *Will update the Board when he receives more information.
11. Vance Stine will share the information from Equisure with all board members for their review. *COMPLETED
12. Troy Eckard with the Best Board Practices Ad Hoc Committee said he was working on summarizing the issues to present to the board. *Completed- Information went out to the Board
14. All Board members vote on preference for midyear meeting of either July 20 or September 7, by Friday. COMPLETED, July 20th selected by the majority of Board members

15. Kathleen Henkel to set location of 2020 AERC Convention *Still working on the contract

Kathleen Henkel relayed that the midyear Board meeting will be held at the Renaissance Airport Hotel in St Louis. She researched other cities, but this was the most feasible for AERC during this date. Monica Chapman asked Board members to be prepared for an all-day meeting that could continue well after dinner so to plan accordingly. Meeting time can be anywhere from 7am-10pm. She also stated that often on Friday evening the Hall of Fame committee and Sanctioning Committees meet and asked the chairs of these committees to reach out so that the new Board members will be prepared.

John Parke made a motion to adjourn at 9:56pm, seconded by Connie Caudill. Motion passed

Respectively Submitted by Connie Caudill