

AERC Board of Directors meeting minutes 11/6/06

Meeting called to order by President Stagg Newman at 6:01 PM PST

In attendance: Stagg Newman, Mike Maul, Nick Warhol, Patti Pizzo, Mike Jaffe, Jennifer Nice, Connie Caudill, Joe Long, Jan Stevens, Stan Eichelberger, Tom Dean, Terry Woolley Howe, John H. Parke, Susan Kasemeyer, Joe Schoech, Roger Taylor, Barry Waitte, Jerry Fruth, Laura Hayes, Robert Ribley, Dinah Rojek, and Mike Tomlinson. Kathleen A. Henkel; invited guests: Kathy Brunjes, AERC International Chair, and Melissa Ribley DVM, Veterinary Chair

Absent: Kim Fuess cannot attend due to family issues. Motion presented to excuse Kim, motion carries unanimously.

Not in attendance: Joyce Mocilan, Gail Williams, Jeff Trinkle

I. Housekeeping

1. Membership Statistics: Kathleen Henkel 6569 members to date, last year to date 6563.
2. Minutes Approval from Midyear meeting: Nick W reports he is not done transcribing the minutes from the CD's, as he missed the mid year meeting due to air travel problems. Minutes will be published for approval for the next BOD meeting.

II. Committee Reports

1. Finance Committee:

- Patti P- Patti presents the mid year Finance committee report. (see attachment number 1) Reports a positive cash flow of \$50K for FY06. Less about \$20K for moneys previously applied to specific items, the BOD needs to think about what to do with the remainder of about \$30K. Some ideas are the general fund, or adding to the reserves.
- Patti announces that Tom Dean is joining the Finance committee.
- There is some discussion about the education committee helping the convention committee fund some speakers from their budget for a small amount well under \$1,000. Dinah R suggests this is a great way to provide education to a large group of people at the convention, there is general consensus.

2. Veterinary Committee: Dr. Melissa Ribley

- Melissa announces the appointment of Dr. Duane Barnett to head the Drug Testing Program Administration starting for 2007 fiscal year starting Dec. 1, 2007.
- Melissa presents the motion on source and use of Drug Testing Funds that was presented at the mid year meeting. (see attachment number 2) John P clarifies the funding in reference to the AERC reserves. Motion from Committee: motion carries unanimously.

3. International Committee: Kathy Brunjes

- Kathy B presents the motion for the nomination of Mike Tomlinson as the National Discipline Club Representative on the USEF BoD with the AERC-I Chairperson as

alternative. (see attachment 3, includes committee report) Motion from Committee: motion passes unanimously. Jerry F suggests, and Mike T agrees to write a summary of the AERC International meetings for publication to the general membership.

- The second motion is to request for extension of date for submission of Zone Representative nominations to Dec. 1, 2006. Motion from committee: motion passes unanimously.

4. Education Committee: Dinah Rojek

- Dinah presents a description of new AERC Education Web Pages. There is a lot of excellent material for members of all levels of experience.

III. Other Old Business

John P asks about the status on some prior research projects the AERC has funded, or assisted in funding. Melissa reports that the results of two will be presented at the convention; there are still some outstanding projects that should have the results published. Jerry F will pull together a list of funded research projects with a quick status including results and funding for the next BOD conf call.

IV. Other New Business: None raised.

V. Executive Session: John Parke and Stagg Newman.

Meeting adjourned at 7:05 pm PST.

Attachment 1:

Financial Committee
Treasurers Report Mid Year 2006
Board Report
November 6, 2006

Accounting manager Liz Bryson under Kathleen's guidance is doing a wonderful job with AERC's accounting activities. AERC has approximately \$627,432.06 in various accounts as of Sept 22, 2006.

Sue Taylor is continuing to supply us with updated projections as the year goes on. It is very comforting to me and I hope to all of you that Sue is looking over our shoulders. At various times of the year either me or Roger will ask Sue this earth shattering accounting projection question and the reply from Sue always is " of course I thought of that already". I hope the Board takes the time to review Sues projections every quarter . If there are any questions on these projections please ask.

Sue has graciously agreed to carry on with her work for 2007.

Net income for 2005 was approx. negative \$12,793.00

The current projection for 2006 has AERC positive around \$50,000.00

Even though we are positive please remember that no monies have been pledged for future research or education

Attachment 2:

**Veterinary Committee
November 6, 2006**

1. Dr. Duane Barnett will head the Drug Testing Program Administration for 2007 fiscal year starting Dec. 1, 2006. The Veterinary Committee thanks Dr. Stan Eichelberger for doing this in 2006.
2. The Veterinary Committee requests the Board pass the following motion.

**MOTION PROPOSAL
Motion Name AERC Drug Testing Funds**

Proposing Committee AERC Veterinary Committee

Date of Motion October 21, 2006

Classification of Motion Request Policy

Proposed Motion *All prior and future funds* collected from riders for the purpose of drug testing, that are tracked within the AERC budget, are to be used only for purposes related to the drug testing program. This may include testing per se and also supporting research or consulting costs for testing, paying for legal fees and education related to drug testing.

Background, analysis and benefit *The drug testing program between December 1, 1997 (start of collection and tracking of drug testing funds) and October 12, 2006 has developed a reserve fund of \$50,198.53.* It has been requested by other committees in the past to use these funds for purposes other than drug testing. Having a written policy in place designating these funds for the use they were intended, drug testing program related costs, will prevent future use of these funds for alternate purposes.

Budget effect/impact

No impact as these funds are collected for the drug testing program and are tracked separately within the budget.

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

The AERC members pay the \$1.00/ride fee in good faith the funds will be used for the drug testing program. The drug testing program costs have historically been kept low and below budget. However, costs could unexpectedly increase with a positive drug test that could incur additional lab fees and legal costs. The reserve funds would be valuable to have for this purpose. The reserve funds could also be used for items such as changing laboratories to a high quality, university associated laboratory, getting a drug testing program started with USEF, educating

veterinarians on drug testing, and recognizing the contributions of outside sources such as Dr. Tobin/Gluck Research Institute.

Impact on AERC Office

None

Committees consulted and/or affected

Finance committee

Implementation plan

The funds collected for drug testing are currently tracked separately from the general fund. The proposed policy would take affect immediately and designate the funds to be used only for costs associated with the drug testing program.

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

See attached spreadsheet from Finance Committee

Supporting approvals (proposing committee, participating committees)

Finance committee, Veterinary Committee

Attachment 3

**AERC Board of Directors
MOTION PROPOSAL NUMBER 1**

Motion

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

Proposing Committee AERC-I

Date of Motion Nov. 6, 2006

Classification of Motion Request Approval of Representative

Proposed Motion Mike Tomlinson is nominated to represent AERC as the National Discipline Club Representative for Endurance on the USEF Board of Directors. In addition, the alternate National Discipline Club Representative for Endurance on the USEF Board of Directors, is the AERC International Chair, per recognized procedure.”

Background, analysis and benefit AERC is recognized as the National Discipline Club by AERC ans as such nominates a representative to the USEF Board. Mike Tomlinson who currently serves on our board and this position is eminently qualified to continue representing us. AERC-I has recommended Mike for this position.

Budget effect/impact

No impact.

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

AERC benefits from strong representation on the USEF BoD to promote our philosophy and purpose.

Impact on AERC Office

None

Committees consulted and/or affected

none

Implementation plan

Mike Tomlinson's nomination will be submitted to USEF.

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

none

Supporting approvals (proposing committee, participating committees)

AERC-I approved this.

**AERC Board of Directors
MOTION PROPOSAL NUMBER 2**

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

Proposing Committee AERC-I

Date of Motion Nov. 6, 2006

Classification of Motion Request Personnel Approval

Proposed Motion The date for Zone Representative nominations to be submitted to the AERC Office will from October 31, 2006 to December 1, 2006 for this year only. Current procedure states that nominations must be in to the AERC Office by October 31 of EVEN numbered years

Background, analysis and benefit AERC-I leadership was not aware of the October 31 deadline and did not put a call for nominations out in time for responses by October 31. The extension gives the time needed to find quality candidates for the Zone Representative position.

Budget effect/impact

No impact.

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

See above

Impact on AERC Office

This only changes the time in which the office has to process the nominations.

Committees consulted and/or affected

AERC-I

Implementation plan

AERC-I will take advantage of the extension to find quality candidates for Zone Reps.

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

none

Supporting approvals (proposing committee, participating committees)

AERC-I approved this.

AERC International Committee Report

ITEMS FOR BOARD CONSIDERATION:

A. "the AERC-I Committee recommends to the AERC Board that Mike Tomlinson continue to represent AERC as the National Discipline Club Representative on the USEF Board of Directors. In addition, we ask the AERC Board to approve, as alternate National Discipline Club Representative on the USEF Board of Directors, the AERC International Chair, per recognized procedure."

B. The AERC-I Committee requests that the Board extend the date for Zone Representative nominations to be submitted to the AERC Office (from October 31, 2006 to December 1, 2006). Current procedure states that nominations must be in to the AERC Office by October 31 of EVEN numbered years.

1. The minutes of September 11, 2006 were approved as presented.
2. Betty gave the financial report: Total income = \$7,635.35 and Expenses = \$4,119.02. These figures are current to October 20, 2006. The major expense to the Committee is the conference call fee. The Committee has sold approximately \$1,200 in merchandise since spring.
3. Mike Tomlinson and Art Priesz presented the USEF update.
 - Selection criteria for 2007-2008 is currently being discussed at the IHP committee level, and it was noted that a more objective methodology for selection will be used in selecting the 20-25 member traveling team and that the proposed selection will be based on the short list of riders, not horse/rider combination. Art asked Kathy to forward the proposed selection criteria to the AERC-I committee.
 - Art discussed the proposed 2007 IHP budget: the IHP committee is looking at ways to reduce the budget; Art suggested that additional cuts could be made in the proposed budget by not hiring the Chef d'Equipe or Team advisor until December 2007. Funding for the 2007 PanAms and 2007 European championships are figured into the budget at this time; the European Championships will have higher priority in the budget figures. Currently, the budget allows for 4 riders to attend the PanAms and 4 riders to attend the European Championships.
 - It has been confirmed that the endurance portion of the 2007 PanAms (Brazil) will NOT be part of the overall PanAm Equestrian Games.
 - The Federation is hoping to have the new Endurance Director in place by December 1, 2006. Applications are being reviewed at this time.
 - The USEF Annual Meeting will be held January 10-14, 2007 in Louisville, KY. An endurance summit is being planned.

- Mike reported that the USEF Technical Committee is working on the 2007 ZTEC criteria for teams. Mike believes that a draft plan will be ready for the AERC-I Committee to review at its next meeting (November 27).
 - The 2007 FEI ride schedule is with Lynn McCoy. Kathy will obtain a copy for inclusion in the December issue of *Endurance News*, and for Holly to post to the USA Endurance webpage.
 - Mike discussed the "Request for Comment on Proposed Endurance Rule Changes" (October 31, Article 823 "*All endurance judges appointed to officiate at FEI endurance events must be *Rated...*" and Article 825.3 regarding Certificates of Capability).
4. Since Jan Stevens was not in attendance, Kathy reported that two youth nominees have been submitted for the USEF Youth Council Program (Kirsten Kimbler from Aberdeen, SD and alternate Katelin McLarney from Saratoga, CA). Both nominees are members in good standing with AERC and USEF, and both submitted strong biographies for consideration. The Council will be formed from representatives of the various disciplines and breed organizations that USEF recognizes.
 5. It was with regret that Kathy reported that Jennifer Nice has resigned her committee appointment (electronic newsletter editor).
 6. The Committee discussed the upcoming Convention and AERC-I sponsored program, "Mind, Body and Spirit in the Competitive: Training to Ride a More Competitive 100" with speakers Becky Hart and Robin Groves.

Other items re: 2007 Convention: the committee is looking into a request made by Robert Ribley that the AERC-I committee host a welcome reception on Thursday evening (for speakers and early Convention attendees). Costs are being investigated. John Parke and Kathy have discussed the possibility of incorporating a slide show recognition of the 2006 WEG riders and alternates during the Regional Awards presentation. Holly Ulyate offered to put a slide show together, with photos from the USEF files as well as private photos. Kathy will coordinate with John.

An inventory of current AERC-I merchandise will be done within the next month; Betty will put together a list and evaluate "holes" in the current inventory. New merchandise is being considered for this year's Convention; suggestion was made to consider having an event t-shirt.

Open Discussion

Art requested that AERC-I send a formal letter to the 2010 Organizing Committee (OC) offering assistance in planning the endurance portion of the event and to have at least one AERC-I Committee member sit on the planning committee. Kathy will follow up for contact names and addresses.

With no further discussion, the meeting was adjourned at 10:14 p.m.

Attachment 4

**Education Committee
Board Report
November 6, 2006**

The Education section of aerc.org has a new look and a lot of new material on everything from starting in endurance to advice for those wishing to move up to 50 and 100-miles. We now have reference pages on anatomy, physiology and care of the endurance horse, as well as some of the latest studies applicable to endurance horse. I hope it will be of use to you. I especially want to thank Mike Tomlinson for allowing us to use photos he took at the 2006 AERC Championship, Mike Maul for his endless patience with the tech side and Troy Smith for office support.