

## **AERC Board of Directors Conference Call May 8, 2017**

President Paul Latiolais called the meeting to order at 6:02 p.m. PST

Present at the meeting were Paul Latiolais, Lisa Schneider, Susan Garlinghouse, Mollie Krumlaw- Smith Monica Chapman, Connie Caudill, Sue Keith, Janet Tipton, Mary Howell, Susan Kasemeyer, Duane Barnett, Roger Taylor, Mike Maul, Heather Reynolds, Bob Marshall, Michael Campbell, Paul Sidio, Jody Wyatt, John Parke, Stephanie Teeter, Nick Kohut, Jan Stevens, Olin Balch.

President Paul Latiolais asked for any changes to the agenda. None requested

Jan Stevens moved to accept the agenda, second by Roger Taylor. Passed

Excusals: Barbara Reinke – medical issue

Roger Taylor moved to approve excusal, second by Susan Kasemeyer. Passed

Approval of 4/10/2017 Board minutes

President Paul Latiolais asked for any changes to the April 10th 2017 minutes. None requested

Connie Caudill moved to approve minutes, second by Susan Kasemeyer. Passed with two abstentions

Membership report 5/8/17: Kathleen Henkel Executive Director

Membership as of 5/9/2016: 4577

Membership as of 5/8/2017: 4316

Sanction fees as of 5/8/2016: \$14,175

Sanction fees as of 5/8/2017: \$14,568

Rider fees as of 5/8/2016: \$22,685

Riders fees as of 5/8/2017: \$20,130

New members as of 5/9/2016: 419

New members as of 5/8/2017: 340

### **Business before the Board**

Approve P&G committee chair and committee members.

Lisanne Dorion (FL) as chair, committee members are Nicki Meuten (VA), Tracy Culberson (TX), Terry Woolley Howe (CA), Naomi Preston (OR)

The committee meets the diversity guidelines with members from different parts of the country. The committee has a veterinarian, ride managers, long time AERC members, a former Board Director and some have served on the P&G before. Connie Caudill has talked to chair Lisanne Dorion, she was happy to hear that mediation would be pursued first before a protest. She wants to make a more positive experience and more of a lesson.

Susan Kasemeyer moved to approve this committee, Connie Caudill second. Motion passed

Connie Caudill has agreed to Chair the Ad Hoc committee to negotiate the USEF affiliate agreement. Connie has picked Jan Stevens, Michael Campbell and Jody Wyatt to be on the committee.

Mollie Krumlaw-Smith moved to approved Lisa Schneider second. Motion passed

Monica Chapman is attending the International Trails Symposium in Ohio. She is happy to announce the signing of a Memorandum of Understanding between AERC and the U.S. Forest Service. Monica Chapman spearheaded this project with Jamie Schmidt, USFS National Program Manager for Trails and Jeff Mast, USFS assistant National

Program Manager for Trails. This document confirms the coordination between our organizations and encourages mutually beneficial programs, projects, training and other activities on National Forest lands by the USFS and AERC.

Trails Work Hours Log Incentive – Trails Committee Motion. Monica Chapman

The AERC Trails and Land Management Committee is excited to present the new online Volunteer Trails Work Hours Log. Land Managers and Legislators measure an organization's clout by how many hours an organization's membership volunteers. These volunteer hours are then plugged into a formula that converts the hours into dollars. It's great to walk into your Senator's office and hand them the sheet that states your organization's volunteer hours are worth hundreds of thousands of dollars. Volunteer hours that count range from actual trail work to attending trails conference. Keep track of your mileage also.

To find the new Trails Work Hour Log. Go to the AERC website and click on trails. Then click on Trail Hours Log. Please fill out the form. Volunteer hours will be updated bi-monthly in endurance news, AERC Website, and social media. The top two volunteers in hours worked will receive a free AERC individual membership for 2018.

Some clarifying information in filling out the Trail Hours Log are:

- 1) You must be a current AERC member. So please fill out your name, AERC #, and region. This information will help us track hours worked per region (we are working on some regional contests for in the future). If we don't have your AERC# then you can't be eligible for the free 2018 membership.
- 2) State is for the state the trail work is in not the state you live in.
- 3) Property type will make it easier to pull reports to present to the different land managers. For Example, when I meet with the USFS I can give them a report with the hours our membership worked that year for their exact organization.
- 4) Property Name and District (for USFS etc.) will make it easier to break down into even smaller reports. For example Davy Crockett National Forest had 100 hours worked worth \$12,000.
- 5) Date the work occurred.
- 6) The work hours, equipment hours, mileage, and donation, has descriptions underneath them.
- 7) You will need to fill out an individual sheet for each worker on each day worked. I know this is somewhat more time consuming than having a crew leader fill out one form for a whole project but breaking it down this way will really help AERC breakdown the quality of our work.
- 8) The starting date is May 1, 2017.

Motion passed

The Rules Committee Stabling Motion will move to next month's meeting.

American Horse Council membership donation- Monica Chapman and Kathleen Henkel

Kathleen Henkel, Executive Director, received the yearly membership bill from the American Horse Council for \$5000. They also send a list of different levels of membership, we could be paying less with the basic \$750.00 membership. Monica stated with the present membership we get two people on committees, we have three people on committees now. Monica Chapman, Nick Kohut, and Duane Barnett. Nick stated it is important to be on committees he and Duane are on horse welfare committees with the show people. AERC is not a big organization, this gives AERC a voice and we are heard on the welfare of the horse issues. Monica also stated it is important to

stay at this level, when she goes to Washington DC for Walk the Hill being on the committee is a great help when having meetings with Senators and Representatives.

#### Darolyn Butler Removal from Membership Motion

Motion comes from Ad Hoc committee on 2017 Shanghai Trails Incident. With Ad-Hoc members from Central Region Board of Directors and the Member at large.

John Parke will explain the proceeding and will go over the motion. Darolyn Butler and her representative Joe Reilly were present. John stated this procedure is looking at By-Law 5-11 B. Suspension or Termination: By a vote of two-thirds of the directors present and voting, a quorum being present, any member of the conference may be suspended or removed for just cause.

John Parke: Darolyn Butler Removal from Membership motion is a direct motion to the Board of Directors by the Board and will be conducted as a formal hearing. The motion was distributed to all Board of Directors and Darolyn. Darolyn has the right to be represented and to make statements, comments and ask questions. She can also ask for a continuance at the discretion of the Board. For a fair hearing Darolyn and her representative will be given as much time as needed to make statements and comments. The Board will deliberate on the motion. Board of Directors can comment on what they think about the motion and can make amendments. Amending the motion will make the motion a completely different motion. Darolyn will again be able to make comments on the amendment. Then the Board can vote on the motion.

(Note: Final motion can be found in the Minutes from the June 12, 2017, board meeting.)

Darolyn Butler in her opening statement she recalled the breakout of her horses at the Shanghai Trails. She stated she takes full responsibility for the incidence, also financial responsibility for all claims of horse deaths and damages.

A lengthy discussion with pointed questions were directed to and answered by Darolyn. The Board discussed several amendments to the motion and reached no conclusion.

Mollie Krumlaw Smith moved to defer action on the motion to the next meeting in June. It was second by Heather Reynolds. John Park called for the vote. 16 yes 6 no. Motion passed.

With no other business before the Board Connie Caudill moved to adjourn, second by Susan Kasemeyer. Motion passed

The meeting was adjourned by Paul Latiolais at 8:09 p.m. PST

Respectfully submitted by,

Sue Keith

#### MOTION PROPOSAL

**Motion Name: Improve the Protest & Grievance process by changing how suspensions are handled.**

Proposing Committee: Rules Committee

Date of Motion (Date to be presented to BOD): June 12, 2017 Board Conference Call Meeting

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

Proposed Motion (use exact wording)

The Board adopts a policy that all suspensions imposed by the P&G Committee should start no earlier than the date of the protest decision in the absence of exceptional circumstances.

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

Since riders spend considerable time and expense going to rides, including those occurring while the protest is being decided, it's fairer if any suspension starts after the P&G committee decision.

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

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

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

Committees consulted and/or affected: P & G Committee Chair

Implementation plan (Schedule, resources, financial): Effective immediately

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

Rules Committee Report on the Protest and Grievance Process document – discussed at the February 2017 Board meeting.

Supporting approvals (proposing committee, participating committees): Rules Committee, P & G Chair

## MOTION PROPOSAL

### **Motion Name: Director Allowance Allocation**

Proposing Committee: Finance Committee

Date of Motion (Date to be presented to BOD) May 29, 2017

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

Proposed Motion (use exact wording)

Effective immediately, any member of the board may use their annual Director Allowance of \$800 for either the midyear, the convention, or for a portion of both board meetings.

Each director's annual allowance begins with the first Midyear meeting after their election.

Allowable expenses to be reimbursed are:

Hotel

Airline Ticket (including baggage fees)

Parking

Auto rental and directly related costs (gas, insurance, etc.)

Mileage of \$0.35 per mile if driving a director's personal car or actual gas receipts

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

Whereas the cost of serving on the AERC Board of Directors has significantly increased over the years and the geographic location of each meeting can add significant personal expense to some board members who attend, we felt it would help cover the burden of attending these meetings more fairly.

Budget effect/impact (Attach spreadsheet if appropriate) None, full board member allowance has already been included in the 2017 budget.

Benefit and/or Impact to Membership and/or the AERC Organization: Help to reduce the personal financial burden of serving on the board while making a board position more affordable for more of our members.

Impact on AERC Office (Work load, budget) Minimal

Committees consulted and/or affected: Finance & Office

Implementation plan (Schedule, resources, financial) None

Supporting materials (List of any other documents and/or spreadsheets) None

Supporting approvals (proposing committee, participating committees) N/A

## MOTION PROPOSAL

### **Motion Name: Rewrite of AERC Tomcat Computer System & new website integration**

Proposing Committee: Office

Date of Motion (Date to be presented to BOD): June 12, 2017 Board Conference Call

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

Proposed Motion (use exact wording)

Rewrite of the current AERC Tomcat database to bring it up to date and easier for the office to use and maintain. Cost: \$42,500. Company involved: 4eightyeast, Mark Martinez, owner of the company and head designer.

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

The office saw a need for a computer system rewrite many months ago. Although some pages of the current system have been rewritten by Russ Humphrey, AERC's current computer individual, and submitted to the office for approval, we still saw a need for a rewrite in a more updated format. I advised Lisa Schneider, Chair of the Website Update Group, of the concerns from the office and let her know we would be seeking outside assistance.

The office has worked through many issues with the system over the last several years, using work-arounds to smooth over some of the problems we located. It became more and more apparent something needed to be done and we decided to send the job out for bids. After much research on our part and after speaking to our personal contacts, we entertained visits both in the office and by phone and also allowed access to the current system via remote entry, and asked for bids. We asked AERC's Technical Chairman Mike Maul to discuss the computer system rewrite with two of the companies submitting a bid.

The system will be written in a modern language currently being used by thousands and thousands of computer people, will be accompanied by a new website as both the website and the program become integrated into the cloud.

The office wishes to make it known that Lisa Schneider and her group did a wonderful job with the current rewrite of the AERC website, working tirelessly for many, many hours, and when this project was sent out for bid we did not realize a new website would be included in the package, but as we delved more deeply into things and saw how things are integrated, it became apparent the website would also change.

Budget effect/impact (Attach spreadsheet if appropriate): \$42,500 is the bid and there could, of course, be overruns. We are trying to cover everything to avoid changes to the bid. The new system will be built on a parallel system, not using live data and will not hinder the current system in any way, and will commence after Mr. Martinez and his crew go over all aspects of the program and write up a scope of the work that will be approved by the office and the Technical Committee.

Benefit and/or Impact to Membership and/or the AERC Organization: The office will be able to make changes much more easily to both the website and the computer program under the new system and the membership will continue to have access to their records and standings, etc. as they do now.

Impact on AERC Office (Work load, budget): Things should run smoother with less daily interruptions

Committees consulted and/or affected: Finance

Implementation plan (Schedule, resources, financial): Start the rewrite as soon as possible as it will take approximately 8 months to create an all-in-one website/database portal.

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

Supporting approvals (proposing committee, participating committees) : Office Staff; Finance Committee