

## AERC Board Conference Call Minutes May 11, 2020

Monica Chapman called the meeting to order at 8:05 pm. Board members present were Michael Campbell, Monica Chapman, Connie Caudill, Angie Mikkelson, Jan Stevens, Chalice Coward, Dawn Hilliard, Nick Kohut DVM, Jessica Cobbley, Naomi Preston, John Parke, Lisa Schneider, Susan Kasemeyer, Vance Stine, Maribel Paulson, Stephanie Palmer-DuRoss, Andrew Gerhard, Susan Garlinghouse DVM, Mollie Krumlaw-Smith, Bob Marshall DVM, Mike Maul, Olin Balch DVM, Gordie Cowan, Heather Reynolds, Christoph Schork and Tim Worden. Also present from the office were Executive Director Kathleen Henkel and Kyra DeMartini and Tami Rougeau, chair of the Covid group.

Susan Garlinghouse DVM made a motion to accept the agenda (which may be modified due to time restraints), Nick Kohut DVM seconded. Motion passed.

Susan Garlinghouse DVM made a motion to approve the Board meeting minutes from the April 13 and May 4, 2020 meetings, seconded by Lisa Schneider. Motion passed.

Kathleen Henkel presented the statistical report.

Membership 5/11/19	4189
Membership 5/11/20	3678 (up 60 from April 2020/down 511 from May 2019)
Sanction fees 5/11/19	\$13,055
Sanction fees 5/11/20	\$11,800
Rider fees 5/11/19	\$16,231
Rider fees 5/11/20	\$ 9,057
New members as of 5/11/19	341
New members as of 5/11/20	241 (up 16 from April 2020)

Kathleen Henkel gave an update on the progress of the new computer program. She stated it was coming along slowly as they are covering every base. The office will begin testing soon, they are very happy with the progress.

Monica Chapman updated the Board on the Executive Committee's approval of a ride date change for the Indian Springs Ride. New date will be June 5-7, pending the state opening.

Monica Chapman introduced Tami Rougeau, who chaired the Covid 19 group. The group consisted of riders, ride managers and veterinarians from various parts of the country. Tami Rougeau updated the Board on the guidelines that the group had drafted to allow rides to be sanctioned safely. The main points of the document were:

- Maximize use of pre-registration and electronic payment
- All areas where lines could form will be marked off to ensure 12 feet of social distancing

- Do not attend events if you are showing signs of illness to include, but not limited to, fever, cough, chills, nausea, vomiting, diarrhea, or loss of sense of smell or taste
- Appropriate hand sanitizer or hand washing will be available in all common areas
- All participants will adhere to social distancing standards of not less than 6 feet at all times
- Group gatherings will be avoided (i.e., ride meeting, awards, meals, mass check-in)

Tami Rougeau answered many questions from the Board members. Some suggested to make it softer while others thought it was good as written. Monica Chapman and the Board members thanked Tami Rougeau and the Covid group for all the work that was put into the document.

Mollie Krumlaw-Smith lead a discussion on AERC finances. She started out by stating “Covid hits AERC”. Currently AERC is down 10% on our membership but hopefully will pick up within the next couple of months as things start to open up for rides, ride fees are down significantly, sanctioning fees are flat, many ride managers of cancelled rides are requesting those fees be rolled over to 2021 so this will affect AERC’s budget next year.

Good news- The convention made a profit of \$13,000, which is the most profit in a very long time.

Mollie Krumlaw-Smith stated that all unessential spending has been tabled as much as possible and office staff has been working only 4 days a week in order to save money.

Being a 501c3 organization with employees, AERC was eligible to apply for an SBA 7a PPP loan. AERC was approved and received a grant of \$39,000 and some change. 75% of the funds received must be used for payroll, rent, utilities, and medical insurance. This will pay 100% of these line items for 8 weeks. The amount used for payroll, benefits, rent, and utilities will be forgiven if used in accordance with the program. The remaining 25% can be returned or used at a 1% interest rate. The office staff will begin working full time immediately. Mollie will track the line items and file the necessary paperwork for the loan to be forgiven.

The office staff located another building to rent at a reduced cost, which also includes utilities. It is smaller and has a different appearance, but each staff member will still have their own office and there is parking for members to stop in and visit. The new building is in a great location that’s still in downtown Auburn. The move will begin shortly. This year the move will save AERC \$9,500 but after the initial cost of the move, and being in the building for a full year, the future savings will be over \$20,000 per year.

With all the savings and the PPP grant, Mollie Krumlaw-Smith said we may be close to a break even on our original operational budget and should come through this year in pretty good shape.

Monica Chapman thanked Mollie Krumlaw-Smith for all her expertise on the budget and the effort to obtain the PPP grant.

Kathleen Henkel was asked if there was any particular reason the convention did so well. She stated that Kyra DeMartini worked extremely hard on getting sponsors, the Vet CE was well attended, the tack swap did well and the convention being held in conjunction with the SERA convention all contributed.

Monica Chapman lead discussion to review the motion to Revoke Ride Sanctioning. (The motion in its entirety can be seen in the 4/13/2020 Board meeting minutes).

Motion: Revoke sanctioning for all AERC events and in-person clinics from April 14, 2020, to May 11, 2020. Virtual clinics and webinars are the exceptions. These dates will be reviewed on May 11, 2020, during the AERC BOD conference call and the date may be extended at that time, if necessary.

Each director was called on to give their views.

Monica Chapman presented a policy from the Executive Committee that would allow rides to take place. This policy was sent out for review a few hours before the meeting. The Committee is putting this forward as an amendment to the original motion.

Beginning June 1, 2020, the following must be met for AERC to sanction a ride:

1. The State must allow 50 or more people in a gathering (show proof, website link, etc.) The ride would be limited to no more than the number of people allowed by the state in attendance, including volunteers, ride management, crew, riders, family members.
2. The State must allow sporting events (show proof, website link, etc.).
3. Permission from the County Commissioner/County Health Department.
4. Proof of land permit.
5. No travel restrictions within the state or county.
6. Ride manager provides a Covid Plan.

The ride manager will submit the above to the AERC Office, at least 2 weeks before ride date, the office will send it to the sanctioning committee. Approval by the majority of committee will determine if the ride will be sanctioned. The sanctioning committee will return an answer to the ride manager within 48 hours of receiving information.

After a thorough and lengthy discussion on the motion to amend with various views and ideas, Chalice Coward made a motion to amend the amendment to the motion.

Motion to be effective May 12, 2020. to be revisited at the June 8th meeting

1. Ride would be limited to no more than the amount of people allowed by the state. Attendance to include all riders, volunteers, family members.
2. Ride manager to receive permission from county commissioner/health department in any form including verbal, email, website.
3. Proof of land permit.
4. No travel restriction within the state or county, with respect to written guidelines within the state.
5. Ride manager provides a Covid plan.

The Sanctioning Committee will provide approval within 48 hours only if legal and insured.

Proposal to be reviewed at each meeting and altered as needed.

Motion seconded by Gordie Cowan.

Discussion held. Vote was conducted. Motion failed 16 to 9.

Stephanie Palmer-DuRoss made a motion to amend the amendment of the motion.

Effective May 12, and to be revisited on May 26.

1. Proof of land permit
2. Covid plan
3. Any ride is a go as long as there isn't a stay at home moratorium/order in the state.
4. State allows gatherings of 25 or more.
5. Proof of meeting the state and county requirements that would keep them valid for insurance coverage. Must be written proof, email or website.
6. Sanctioning Committee will verify.

Jessica Cobbley seconded.

After discussion was held the vote was taken. Motion to amend the amendment failed 16 to 9.

Olin Balch DVM made a motion to amend the amendment to the motion.

His motion would change the word "Sporting" to "Recreational" events, in #2 and keep the rest of the original amendment to the motion in place. Motion seconded by Naomi Preston.

After a short discussion the vote was held. Motion passed 19 to 6.

Discussion continued. Olin Balch DVM "called the question". Seconded by Tim Worden.

Motion passed with 18 yes, 5 no and 1 abstention.

The vote was then conducted on the amended motion.

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2. The State must allow recreational events (show proof, website link, etc.).

3. Permission from the County Commissioner/County Health Department.
4. Proof of land permit.
5. No travel restrictions within the state or county.
6. Ride manager provides a Covid Plan.

The ride manager will submit the above to the AERC Office, at least 2 weeks before ride date, the office will send it to the Sanctioning Committee. Approval by the majority of committee will determine if the ride will be sanctioned. The sanctioning committee will return an answer to the ride manager within 48 hours of receiving the information.

Motion passed 16 to 9.

Monica Chapman asked Board members to send her suggestions for changes to the Covid guidelines document that was presented earlier by Tami Rougeau. These comments will be forwarded to Tami Rougeau to work on and to be brought back for approval in the next meeting.

Monica Chapman proposed having a meeting on Tuesday May 26, at 8 pm EST to discuss other business that was still pending on the agenda. Three members had other obligations but weren't offended by having the meeting without them. All other members agreed.

At 10:55 pm John Parke made a motion to adjourn, Gordie Cowan seconded. Motion passed.

Respectfully submitted by Connie Caudill