

New Mexico Hunter Jumper Association
Board of Directors Meeting – Class A Year
March 1, 2016

Call to Order: At 6:05 pm the meeting was called to order by President, Lisa Hooper. The meeting was held at Nexus, 4730 Pan American Freeway in Albuquerque, New Mexico on March 1, 2016.

Board Members Present: Candace Cavanaugh (via telephone), Tamara Evans, Lisa Hooper, Becky Newmon, Josephine Roe, Hannah Shotwell, and Frannie Twohig.

Board Members Absent: Juliette Barnett and Gina Shufelt.

Member Guests Present: Mike Houx, Meredith Houx-Remiger, Lucy Hunsaker, Sabrina Skinner, and Bridget Wilson.

Non-Member Guests Present: Anna Fuentes, Lisa Godin, and Eryn Remiger.

Minutes: No minutes were approved.

Old Business:

None.

Reports from Officers:

The President of the Association, Lisa Hooper

- Lisa stated that insurance was due for the coverage of officers with Allied World/Darwin National Insurance Company. She will follow up with Gina regarding payment.
- Lisa stated that the deposit fees for the spring show were coming up and that she would also follow up with Gina regarding payment for this issue as well. She added that contracts with the Expo have been signed.
- Lisa reports that Nexus can no longer provide meeting space as they are converting the room to dining space. We will need to secure a new meeting place. She asked that we inquire around and that she will consider all suggestions.
- Lisa stated that she inadvertently paid USEF dues twice; USEF stated that they will apply credit balance toward 2017 dues – Lisa approved. Lisa added that licensee forms were completed and fees paid to USEF with 2016 dates changed to match Expo dates.
- Lisa pointed out that it was important for the Vice President to be added as a signer for all NMHJA accounts. Becky & all agreed.
- Lisa presented a brief report from Gina, see Treasure's section.

The Vice President of the Association, Becky Newmon

- Becky brought up the possibility for NMHJA to consider sponsorship for HIPICO. She suggested advertising NMHJA shows and suggested that Sarah to compose an ad for us. A small discussion was held and agreed that it would be a good thing. She suggested the board consider the possibility of NMHJA hosting a show at the HIPICO site in 2017; maybe running a fourth show vs. giving up any of our Expo dates.

- Becky motioned for the board to sponsor a ¼ page color ad in the souvenir program, it would cost \$250.00; Tamara seconds the motion. All present were in favor. Becky will get with HIPICO and with Sarah to compose an ad for submission.
- Becky would like to propose a deadline for election nominations (in addition to other planned changes); they should be postmarked or emailed by October 31st. All agreed. Updates would need to be made in the bylaws specifying the deadline. This would further align election criteria to those of USHJA, eliminating confusion and delay in the voting process.

The Treasurer of the Association, Gina Shufelt

- Absent.
- Lisa states that Gina reports that the funds at the end of December for the report are \$122,000.

The Secretary of the Association, Josephine Roe

- Josephine provided an update on past minutes. All were complete and voted on with the exception of October. All minutes will be given to Sarah in PDF form for posting.
- October 2015 minutes waiting for corrections from Gina who took minutes at that meeting.

Reports from Standing Committees:

The Points & Membership Committee Chair, Becky Newmon

- Becky moves to change cross entry restriction not to exceed 2'9" for the Baby Green Division. Hannah seconds the motion. All present were in favor.
- Becky moves to having one Junior/A.O. Jumper for year end points. Frannie seconds the motion. All present were in favor.
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The Rules & By-laws Committee Chair, Candace Cavanaugh

- Candace is monitoring rule changes that may affect us but nothing is really going to go into effect until December.
- Candace requested that Sarah update her contact information on the website.

The Awards Committee Chair, Tamara Evans

- Banquet follow up was:
 - Tamara shared feedback that she received about the banquet: food was cold & members did not like the room it was held in or the set up.
 - Tamara suggested not collecting money at the door for RSVP's as many did not show and ultimately those meals were paid for by NMHJA and not collected on. The cost for no show RSVP's was about \$600. Tamara proposed that only members who paid in advance be allowed to attend the banquet to avoid unnecessary costs. All agreed. Tamara to share statement with Sarah for posting on the website and newsletter about no longer accepting payments at the door.
 - Tamara suggested that the banquet be held the first week of January; this would allow college participants to attend.
 - Tamara suggested that the banquet ticket price be set at \$40 per person.
 - Tamara to provide list of silent auction donors to Sarah to add as sponsors to website.

- It was decided that Tamara would be responsible for coordinating prizes from Graphics Connection with Pam for NMHJA shows.

The Member of the Association at-Large, Frannie Twohig

- Frannie introduced the Interscholastic Equestrian Association (IEA) program and its purpose. It is a mid & high school program. Shows are run like a college equestrian event; draw a horse & compete. Three teams are needed to form a region. She would like to propose that we support developing a region for NM. Ideas were discussed. Lisa & Frannie would work on this along with Meredith and get back to the board with more information. NMHJA would be willing to support in anyway.

The Website & Newsletter Editor, Sarah Coghlin

- Sarah to post statement regarding Board no longer accepting RSVP payment at the door for the banquet.
- Sarah to update contact information for Candace and address for Tamara.
- Sarah to post in the newsletter a statement to clarify the pointing of series awards. Becky to provide this to Sarah.
- Sarah to post list of silent auction donors as sponsors to website.

Publicity & Incentives Committee Chair, Juliette Barnett

- Absent. No report provided.

The Junior Member Representative, Hannah Shotwell

- Nothing new to report at this time.

New Business:

- Frannie talked about bringing IEA to NM. Lisa & Frannie would work on this along with Meredith and get back to the board with more information.
- In response to having more fun at NMHJA shows, Tamara would like to sponsor a fun class, possible rotating rider with costumes; some restrictions about fence height would be required. A small discussion was held. She would come up with the class type and restrictions and the class would definitely be considered. Thank you, Tamara!
- Bridget Wilson wanted to discuss a proposal to form a Strategic Planning Committee, she submitted the following statement via email & reiterated this verbally at tonight's board meeting:
 - *"one positive move might be to appoint a subcommittee to develop a strategic plan to enhance community support for NMHJA events. This committee could be made of both board members and representatives of barns throughout the state. The plan could be formally submitted to the board for consideration, discussion and implementation. Strategic plans develop actionable guidelines. The critical thing will be to engage barns that are not currently presented on the board --- and hopefully eventually bring back some of the folks who have left."*
 - Lisa's comments on a Strategic Plan are that it should contain:
 - Clear and specific problem statement with actionable commitments leading to the well-articulated, defined markers of success.
 - What is the problem being addressed (Include scope of the problem; specify barns that have "left" and those not represented on the Board)?
 - What would success look like and how would measure success?

- What actions must be completed to achieve the success?
 - Bridget will consider the above and will make a formal proposal to the board.
- Lucy Hunsaker made a \$150.00 donation to NMHJA; she requested that \$25-\$50 go toward HIPICO sponsorship and \$100-\$125 go toward NMHJA.

Action Items:

Previous Incomplete Action Items:

- Becky to be added to the association's bank account and to be added as a signer on the account.
- Candace to update Pony Equitation Rules and provide to Josephine for editing of Rules.
- Josephine to edit rules then provides Sarah a PDF version for posting.
- Lisa was to provide Juliette a rate sheet of sponsors for the Horse Show Divisions and Metals.
- Gina was to provide me with bookkeeping numbers to report in the January minutes.
- Gina to provide October 2015 Minutes Corrections to Josephine.

Current Action Items:

- Lisa to follow up with Gina regarding Insurance and deposit fees for spring show.
- Becky will get with HIPICO and with Sarah to compose an ad for submission.
- Josephine to add nomination deadline to planned bylaw updates.
- Tamara to coordinate prizes for NMHJA shows with Pam.
- Tamara to create a notice for no longer accepting payment for RSVP's at the door for banquet; submits to Sarah.
- Frannie to create a note for website/newsletter for IEA participation.
- Sarah to post information; see her website/newsletter section.

Adjournment: Becky moved to adjourn the meeting; Frannie seconds the motion. The meeting adjourned at 7:45 pm. The next NMHJA Board meeting is scheduled to be held at 6:00 pm on April 5, 2016 at Hayashi Japanese Steakhouse 6321 San Mateo Blvd, NE 87109 in Albuquerque, New Mexico.

Attachments:

1. None.

Minutes prepared by Josephine M. Roe

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