

New Mexico Hunter Jumper Association
Board of Directors Special Meeting – Class B Year

November 7, 2015

Call to Order: At 2:15 pm the meeting was called to order by President, Lisa Hooper. The meeting was held at Becky Newmon's Home, [REDACTED], New Mexico on November 7, 2015.

Board Members Present: Candace Cavanaugh, Tamara Evans, Lisa Hooper, Becky Newmon, Josephine Roe, Hannah Shotwell, Gina Shufelt, and Frannie Twohig.

Board Members Absent: None.

Member Guests Present: None.

Minutes: No minutes were approved.

Old Business:

None.

Reports from Officers:

The President of the Association, Lisa Hooper

- Lisa stated the purpose of this special meeting was to address two items that need board attention.
 - First, the board needed to finalize the Standing Rules and By-laws since we were unable to do so at the last two meetings due to lengthy meeting times. These revisions need to be addressed since they have been pending since March.
 - The Standing Rules and By-laws were reviewed and final revisions were made.
 - Second, to address an allegation by a member; that [REDACTED] is currently participating in embezzlement of association funds.
 - Discussion was held regarding the allegation and how the board should address the allegation. Accounts have been reviewed and verified. It was decided that the association would ask for further clarification and details or evidence to support this allegation. We would then act on the members reply.

The Vice President of the Association, Becky Newmon

- Nothing to report.

The Treasurer of the Association, Gina Shufelt

- Gina reports that [REDACTED] has no access to association bank accounts. [REDACTED] was given the credit card last month, [REDACTED]. As of today's date, no charges have been made to the account. [REDACTED] has not finalized any ordering.
- Gina states she and Lisa reviewed the bank accounts and no unusual activity was taking place on those accounts. Gina states that all transaction have been accounted for.

The Secretary of the Association, Josephine Roe

- Nothing to report.

Reports from Standing Committees:

The Points & Membership Committee Chair, Becky Newmon

- Nothing to report.

The Rules & By-laws Committee Chair, Candace Cavanaugh

- Candace presented the revised Standing Rules and By-laws. They were reviewed and some minor changes were made.
- Candace moved to accept the Standing Rules as revised and that they should take effect immediately. Becky seconds the motion. All present approved the motion.
- Gina moved to accept the By-laws as revised and that they should take effect immediately. Tamara seconds the motion. All present approved the motion.

The Awards Committee Chair, Tamara Evans

- Nothing to report.

The Member of the Association at-Large, Frannie Twohig

- Nothing to report.

The Website & Newsletter Editor, Sarah Coghlin

- Sarah to post revised & approved Standing Rules and By-laws on the association's website.

Publicity & Incentives Committee Chair, Vacant

- Vacant.

The Junior Member Representative, Hannah Shotwell

- Nothing to report.

New Business:

- None.

Action Items:

Previous Incomplete Action Items:

- None to address for this special meeting.

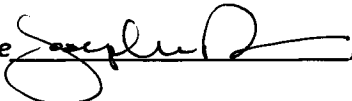
Current Action Items:

- Josephine to complete edit, for grammar and structure, of the Standing Rules and By-laws and submit to Sarah a PDF version for posting to the website.
- Sarah to post revised Standing Rules and By-laws.
- Lisa & Candace to compose a letter to [REDACTED] in regards to the allegation of embezzlement.

Adjournment: Becky moved to adjourn the meeting; Frannie seconds the motion. The meeting adjourned at 4:20 pm. The next NMHJA Board meeting is scheduled to be held at 6:00 pm on December 1, 2015 at Nexus, 4730 Pan American Freeway in Albuquerque, New Mexico.

Attachments:

1. [REDACTED] Letter.

Minutes prepared by Josephine M. Roe  *Redacted by Lisa Hooper and were approved by the board on December 1, 2015.*

NMHJA Board of Directors

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Publicity & Incentives Committee Chair, Vacant

Hannah Shotwell, Junior Member Representative
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November 10, 2015

New Mexico Hunter Jumper Association
P.O. Box 10357
Albuquerque, NM 87184-0357

[REDACTED]

Dear [REDACTED]

It was brought to the Board's attention that you have stated to another NMHJA member, that a Board Director, namely [REDACTED], has or is embezzling money from the Association and that she has admitted to it. We can assure you that the Board takes this very seriously. We have conducted an initial investigation of our financial records and have confirmed no basis for this assertion.

However, in an effort to perform our fiduciary responsibilities and due diligence in investigating this, we would appreciate you informing us as to how you came to this conclusion. Please provide the Board, in writing, your version of the event, the name of any and all persons who provided you any information, and produce any documents which you may have in your possession, which support this statement by November 20, 2015.

Should you choose not to respond to our request, the Board will assume that you have no supporting information and that you will voluntarily refrain from making such statements in the future.

We look forward to receiving your response.

Respectfully,

The New Mexico Hunter Jumper Assn Board

cc: Lisa Hooper
Becky Newmon
Josephine Roe
Gina Shufelt
Candace Cavanaugh
Tamara Evans
Frannie Twohig
Hannah Shotwell
NMHJA Files