



***New Mexico Hunter Jumper Association***  
***Board of Directors Meeting – Class B Year***  
***November 7, 2017***

**Call to Order:** At 6:06 pm, on November 7, 2017, at Hayashi Japanese Steakhouse, 6321 San Mateo Blvd NE, Albuquerque, NM 87109, the regular monthly meeting of the NMHJA Board of Directors, was called to order by President, Lisa Hooper.

**Board Members Present:** Ava Charrlin, Tamara Evans, Lisa Godin, Lisa Hooper, Brittany Jorgenson, Breyanna Lucero, Becky Newmon

**Board Members Absent:** Jessica Northington, Gina Shufelt

**Member Guests Present:** Madelaine Martinez, Meredith Houx Remiger, Debbie Houx

**Non-Member Guests Present:** none

**Minutes:** Minutes of the October 3, 2017 meeting were reviewed. A motion to approve was made by Ava seconded by Lisa H, and all present were in favor. Minutes will be finalized on letterhead and sent to Board Members, and Sarah Coghlin for posting on the website for the Membership.

**Reports from Officers:**

***The President of the Association, Lisa Hooper***

*Opening Remarks - Welcome*

*Agenda Topics for the Board*

- *Harvest Festival –*
  - There were about 38 or 40 horses at the show. The lowest attendance in some time.
- *NMHJA Sponsored Shows –* resumed discussion begun last month on continuation of NMHJA shows, where to hold them, and the need for increased attendance.
  - Discussion with Donald Simpson, who runs local dressage shows at HIPICO, about how it would work/benefit each of our groups to have our May/June show run at the same time as theirs. Question if we could we get some of the Eventers participating in our show that way.
  - The Memorandum of Understanding with HIPICO is still rather vague and needs work.
  - Idea floated about a t-shirt community sponsors could get their names on for the year
  - Brittany suggested we consider a flat fee for shows after discussion with a member who shows with other horse show organizations who work this way. Perhaps we can consider for Opportunity classes. Becky will email Pam and inquire.
  - Perhaps we can find a vet to provide discount microchipping for show attendees.
  - Lisa H still to do a “reality check” letter with data trends, etc to trainers
  - Unknown whether Jessica drafted a letter for the Board to review before sending out to the membership
  - Unknown whether Jessica created a flyer promoting our shows with the 2018 dates and venues to send to trainers not attending, reach out to eventers, Pony Club, put flyers at Top Form, tack shops, maybe vets...
- *Treasurer transition –* Gina and Brittany are working to schedule time to complete a transition. Goal to have transition complete once 2017 is closed out.
- *Elections –* Elections will be held in November (or December?) via electronic ballots, using either Survey Monkey or another electronic service.
  - The Board agrees that Sarah Coghlin will coordinate the election again.
  - In accordance with our Bylaws, the term is ending for four of our current Board Members, Lisa Hooper, Lisa Godin, Tamara Evans, and Breyanna Lucero. These Board Members have served as President, Secretary, Awards Committee Chair, and Junior Representative, respectively.

- Lisa Godin will not be seeking re-election
- Except for those on the Board who are seeking re-election (Lisa Hooper, Tamara Evans, Breyanna Lucero) only one letter/resume from a Member seeking appointment was received, from Madelaine Martinez. Madelaine has also expressed interest in fulfilling the duties of Secretary if elected.
- A brief Nominating Committee meeting was held after guests were excused in order to discuss adding Madelaine to the ballot. Becky moved to add her name to the ballot, Breyanna seconded and all approved.
- The Board will be seeking to elect/re-elect 4 Members, and there are only 4 on the ballot, so this will be the slate recommended: Lisa Hooper, Tamara Evans, and Madelaine Martinez.

***The Vice President of the Association, Becky Newmon***

- HITS show approvals are in the mail. Information was sent to Sarah to post to website along with NMHJA shows

***The Treasurer of the Association, Gina Shufelt (via email)***

- The bank account balances are \$26,299 and \$73,087, total \$99,386.
- CHJA horse show approvals have been submitted.
- I will complete the books for the year and provide a report on all the horse shows and expenses for 2017.
- Once I close out 2017, Brittany will take over.
- SportData subscription and server has been renewed.
- U-Haul is paid ahead.
- I am able to produce the banquet program book if needed.
- I have samples that Becky has asked for a jacket and vest which CHJA gave out last year and are being considered for our awards. They are Baker Ladies Highland Jacket and Vest. CHJA purchased them through JPC Equestrian, I don't know their cost. They also have them at Stateline Tack.

***The Secretary of the Association, Lisa Godin***

- Requested September and October minutes be posted on website
- Provided newsletter updates/inclusions to Sarah
- Requested a link to newsletters on the website be moved to the News Flash Tab
- Still need to purchase credit card reader with chip capability for \$30.00

**Reports from Standing Committees:**

***The Points & Membership Committee Chair, Becky Newmon***

- 90 members
- 100 horses
- all points are up to date
- points from 37 horse shows have been added, there will be 3 more before year end
- Preparing to mail membership renewals with banquet invitations to save postage, sent the form to Sarah to add to the website and brought copies for the Board members

***The Rules & By-laws Committee Chair, Jessica Northington***

- Absent, no report

***The Awards Committee Chair, Tamara Evans***

- Need to order invites tomorrow before the 50% off ends. Will order 100
- 2<sup>nd</sup> banquet deposit was made
- Change was requested from mushroom to eggplant for the vegetarian selection
- Lizzy Yopez has agreed to Emcee
- Need to order crops for the medal classes, plus jackets and vests for champions and reserves, fly sheets for series awards

### ***The Member of the Association at-Large, Ava Charrlin***

- Silent Auction:
  - Ava reported she got donation of stirrups from American Equus (\$350 value), Katherine Cosmetics (value \$100), 3 shirts from Dapple Designs, 2 horse artwork items (valued at \$500 each) from Kathleen Keating
  - Tamara will handle donations from Dan's, Horseman's Feed and Village Mercantile
  - CWD has promised a donation
  - Ava will follow up with Sparrow from HIPICO, Quail Hollow, Farm Vet (Lisa will provide contact)
  - Board decided to do a Spa Basket this year
- Sponsorships - List of sponsors continues to be reviewed by Lisa G and Ava and Auction Donors/Sponsorships will be updated accordingly

### ***The Junior Member Representative, Breyanna Lucero***

- Breyanna reported that the specifics are still not available from the Chronicle for photo submissions. She will continue to follow up and post on our social media sites.

### ***Website & Newsletter Update***

- Request that Sarah move add Bylaws and Rules drop down links on website
- Continue: The NMHJA Silent Auction committee is accepting donations for the auction at the Annual Banquet to be held on January 6, 2018. Please contact Ava Charrlin at [acharrlin@gmail.com](mailto:acharrlin@gmail.com) if you wish to make a donation or if you would like to help on the committee.
- Continue: reminder to members about the impending December 1 USEF microchipping requirement for members to get Zone and National (although not NMHJA) points
- Continue: Members, Please check your points for accuracy and completeness. Any questions or concerns should be directed to Becky Newmon no later than December 1 to be considered for year-end awards.
- Add: Election notice, watch email for electronic ballot
- Add: Membership renewal forms will come in the mail with Banquet invitation.
- Add: Request for photos from this show year be sent to Ava for slide show.

### **Unfinished Business:**

- Members to be considered for Board election to be provided to Sarah for sending out a Survey Monkey ballot

### **New Business:**

- None

### **Action Items:**

#### ***Previous Incomplete Action Items:***

- Lisa G will purchase a chip reader for credit card processing.
- Breyanna will clarify year end award photo inclusion requirements in November and will post the guidelines on the website.
- Lisa H to follow up with Leigh Ann Hella regarding her generous offer to attempt to reduce NMHJA's financial burden to Expo NM by donating the use of the Fairgrounds for one show.
- Lisa H will do a "reality check" letter with data trends, etc
- Gina to complete horse show report and distribute to Board members.
- Gina and Brittany to continue Treasurer transition.
- Jessica will draft a letter to send out to the membership after Board review
- Jessica will create a flyer promoting our shows with the 2018 dates and venues to send to trainers not attending, reach out to eventers, Pony Club, put flyers at Top Form, tack shops, maybe vets...
- Jessica to check Zone 8 specifications for all divisions and compare to ours for syncing.
- ALL Board Members to solicit Silent Auction prizes.

***Current Action Items:***

- Becky to email Pam and inquire about charging a flat fee for shows for members who do only Opportunity classes.
- Lisa G to ask Matt Paxton if he will be microchipping
- Lisa G to send list of members to be considered for Board election to Sarah for sending out a Survey Monkey ballot.
- Lisa G to send Newsletter updates to Sarah
- Lisa H and Becky to finalize Memorandum of Understanding with HIPICO regarding Summer Opener 2018
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***Adjournment:*** Tamara moved to adjourn the meeting; Brittany seconds the motion. The meeting adjourned at 7:12 pm. The next NMHJA Board meeting is scheduled to be held at 6:00 pm on Tuesday, December 5, 2017 at Hayashi Japanese Steakhouse 6321 San Mateo Blvd, NE 87109 in Albuquerque, New Mexico.

***Attachments:***

- None

***Minutes respectfully prepared and submitted by Lisa Godin***

## **NMHJA Board of Directors by Class Year**

### **Class Year A**

**Lisa Z. Hooper, President**  
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**Lisa Godin, Secretary**  
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**Tamara Evans, Awards Committee Chair**  
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**Breyanna Lucero, Junior Representative**  
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### **Class Year B**

**Becky Newmon, Vice President and  
Points & Membership Committee Chair**  
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**Gina Shufelt, Treasurer**  
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**Ava Charrlin, Member of the Association at-Large**  
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**Brittany Jorgensen, Member of the Association at-Large**  
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**Jessica Northington, Rules and Bylaws Committee Chair**  
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### **NMHJA Support Staff**

**Sarah Coghlin, Website & Newsletter Editor**  
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[sscoghlin@gmail.com](mailto:sscoghlin@gmail.com)

**NMHJA MEETING SIGN IN**

DATE: 11-7-17

**Member Guests:**

*Please Print*

1. ~~Becky Neuman~~
2. madelaine martinez
3. Meredith Hax Remizer
4. Debbie Hax
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.
- 13.
- 14.
- 15.

**Non-Member Guests:**

*Please Print*

- 1.
- 2.
- 3.
- 4.
- 5.