

## **Meeting Minutes - Board of Directors Meeting - Maritime Quarter Horse Association**

April 27, 2023

Chair: Liane Nelson, President

Note Taker: Shannon Boyce, Secretary

Attendance: Liane Nelson, Shannon Boyce, Jennifer Poole, Doug Perkins, Katurah Waye, Leah Currie, Barry MacEachern, Jonathan Melong, Lacey Fisher, Sarah Boss

- Meeting was held virtually via Zoom and was called to order at 7:08 pm by Liane Nelson, president.
- 1. Motion to approve the agenda was made by Barry MacEachern, seconded by Sarah Boss. There were no additions to the agenda. Motion carried.
- 2. After approval of the minutes from the February 2, 2023 meeting Jonathan Melong requested an amendment to the minutes. The published budget had his speaking notes down the side. Also, it had a lot of miscellaneous expenses that were not specifically classified in SAGE. The revised minutes were distributed prior to the meeting for board members to review. Motion to approve the revised minutes was made by Lacey Fisher, seconded by Jennifer Poole. Motion carried.
- 3. Minutes of the last meeting, held virtually on Zoom March 9, 2023, were provided to all in attendance in advance and were not read at the meeting. The question was asked if there were any comments or questions regarding the minutes, to which there was no response. Motion to approve the minutes of the last meeting was made by Sarah Boss, seconded by Jennifer Poole. Motion carried.
- 4. Liane Nelson provided the President's report where she discussed correspondence with the president of the New Brunswick Equestrian Association. They discussed how the two associations can promote each other through social media.

The CQHA grant of \$2500 has been approved and will be used to help pay for the cost of the Jocelyn D'Entremont clinic which will be held during the Equine Review. Liane will be responsible for reporting back to the CQHA after the clinic.

The CQHA Youth grant of \$1500 has been approved and will go towards the youth clinic with Gretchen Mathes.

There is 1 other grant available for \$2500 USD that Leah Currie and Katurah Waye applied for in 2022 from the AQHA. That grant is also to be allocated for a clinic or the costs associated with supporting a clinic. Options include dedicating the funds towards the Equine Review clinic or towards the youth clinic. If the grant is dedicated towards the Equine Review clinic it will help with cash flow in the general account. The youth will still benefit from this and the general account is currently covering the costs associated with the youth tack sale. A motion was made by Jennifer Poole to allocated the AQHA grant towards the Equine Review clinic. The motion was seconded by Jonathan Melong. Motion carried.

- 5. Jonathan Melong provided the Treasure's report. The budget has been updated and he is optimistic with how things look. Adding the CQHA & AQHA grants have certainly helped.

Initially \$30,000 was required in sponsorship money; however, now \$27,000 will be required. The show committee has also really decreased its costs to help work within the budget. The Fall Classic initially projected a \$12,000 deficit and now the expected losses appear they will be less. It is also projected the club may have a small potential profit of \$4250. The budget does appear to be much more healthy and profits may potentially be able to go towards helping with the costs of year-end awards or increasing futurities in the future.

The operating budget excludes the youth account. What the youth raise through fundraising goes into their account for youth activities and for the youth committee to manage. The youth operate independently.

A motion to accept the Treasurer's report was made by Katurah Waye and was seconded by Lacey Fisher. Motion carried.

## 6. Committee Reports

A. Equine Review Committee Report- Presented by Sarah Boss. See attached report.

B. Show Committee Report- Presented by Leah Currie. See attached report.

C. Youth Committee Report- Presented by Lacey Fisher. See attached report.

D. Communications Committee Report- Presented by Katurah Waye.

The feedback on our Facebook page has been very positive. There has been more engagement, likes and shares on our posts. Getting back to people promptly really helps to keep the membership happy.

E. Fundraising/ Sponsorship Committee- Presented by Katurah Waye. See attached report.

F. Membership Committee- Presented by Shannon Boyce. See attached report.

G. Social Committee- Presented by Katurah Waye. See attached report.

H. Year-end Awards Committee- Presented by Shannon Boyce. See attached report.

I. By-law Review Committee- Presented by Liane Nelson

The board of directors is currently very busy, with many of our directors filling positions on multiple different MQHA committees. We will table the By-law Review Committee until the fall when things will be a bit slower for the organization.

A motion was made by Jonathan Melong to accept the committee reports as read. The motion was seconded by Leah Currie. Motion carried.

7. New business was discussed. An updated waiver for the shows was provided for review prior to the meeting. Lacey Fisher said she would ask a lawyer to look at it. It was also mentioned that a waiver should be signed for the youth clinic. Our insurance has lapsed as of the end of March. When presented with the question of whether all-breed youth participants are required to wear helmets or not, the insurance company would not provide an answer. It was discussed to renew with the same company for this year in the interest of time, but look into other insurance provider options for next year. The question was raised whether the clinicians and demonstrations at the Equine Review have proper insurance.

The point was raised that Peggy and Laura discussed this last year and youth must wear a helmet at the Equine Review. It was also mentioned that Shandi has insurance for the youth clinic.

The topic of scheduling future judges was also discussed. Judges book up very quickly and many are already booking for 2024. Rose will reach out to PLP for our August long weekend dates to ensure they are put back onto the proper civic holiday weekend. The question was raised if we want to continue to do 3 smaller shows, or consolidate into 1 longer show. The 4-H has moved out of the slot prior to the September Paint show. It was decided that the show committee will talk to PLP and bring us back 2024 dates for approval. The new manager seems very good to work with and willing to accommodate. An alternative option was raised of creating a week-long show in July or August plus keep the small Fall Classic show in September. If our numbers are as high as they are projected to be it is hard to recommend a change of the status quo for 2024. Changing the show format from 3 smaller shows to something different for 2025 may be best discussed at the AGM to include the membership in the discussion.

As an AQHA approved show we are required to have a trained show manager on site at all times while the show is in progress. Currently the only qualified individual is Rose Cook. It was suggested that the MQHA pay for Beth Perkins to take the training as well so we have back-up should anything unexpectedly happen to Rose. The cost is \$250 USD. All agreed this makes the most sense and it appears we can afford it in the projected budget. A motion to approve the expense of Beth Perkins taking the AQHA show manager course was made by Leah Currie and seconded by Doug Perkins. Motion carried.

8. A date for the next board meeting was set for Thursday, June 1st, 2023 at 7:00 pm.
9. Motion to adjourn meeting at 8:24 pm- Jonathan Melong
10. At the request of Jonathan Melong, the following discussion from the Board of Directors chat is to be officially included in the minutes.

On March 10, 2023 the Board of Directors had a conversation regarding the different divisions offered within the show. In 2022 the open division was compiled of senior, junior and green (level 1) rather than 1 single high point open. According to Rose Cook 4 horses qualified for the high point open, 2 qualified for high point junior and 2 qualified for the high point green. From a financial standpoint Jonathan Melong raised the point that the MQHA does not have the numbers to split the high point open into the 3 different divisions and splitting the divisions adds extra costs for the show awards and the year end awards. Jonathan Melong made a motion to make a single high point open award and eliminate the senior, junior and green awards. Leah Currie seconded the motion. After some discussion the second was rescinded and the motion did not carry. Shandi Dryden made a motion to combine the Junior and Senior open divisions (for awards) and leave level 1 (green) as a separate division. Katurah Waye seconded the motion. The motion was carried.

## Equine Review Proposed/Actual Budget

<b>Revenues:</b>	<b>Proposed</b>	<b>Actual (04/04)</b>
Clinician grants	\$2,500	5,000
Riders in clinic (11 participants @ \$350 each)	3,500	3,850
Vendor booths (20 @ \$85, 20 @ \$90)	3,500	
Actual vendors (41 @ \$90, 5 @ \$70, 3 @ \$65, 17 @ \$85)		5,680
Participants in secondary clinics (taping/nutrition)	1,500	0
Gate	1,000	
<b>Total</b>	<b>\$12,000</b>	<b>\$14,530</b>
<b>Expenses:</b>		
Jocelyn- clinician fee	\$1,500	1,500
Hotels (\$109 x 2 night x HST)	253	227
Meals (\$75 x 2 days)	150	150
Travel	500	500
Claudia fee \$500 + \$90 booth (inc missed revenue) + 253 hotel	843	0
10 stalls for demos \$26.50/day x 10 stalls		265
10 stalls for clinics \$26.5/day/10 participants x 2 days	530	583
Youth tack sale stalls \$26.50/day/12 stalls x 2 days		636
Vendor stalls to PLP (\$19 X 2 x 40)	1,520	
Actual vendor stalls (\$19x2x63 AIM)		2,394
Misc expenses (admission booth etc)		200
<b>Total</b>	<b>\$5,296</b>	<b>\$6,455</b>
<b>Net profit</b>	<b>\$6,704</b>	<b>\$8,075</b>

## Show Committee Report

*Prepared for MQHA Board of Directors Meeting April 26/2023*

- We finalized the entry fees and payouts for the Youth and Amateur Challenges for the CDC and Summer Sizzler:
  - The Youth Walk/Jog/Trot, Youth, and Amateur Challenges will have payouts of \$500.00 each with \$50 entry fees.
  - The committee decided to split the Youth and walk/jog/trot Youth into two separate challenges, as there are so many youth that participate. The Amateur and walk/jog/trot Amateur will be combined into one challenge.
  - The committee agreed that the point system used in last year's challenges was too difficult to calculate and was unfair as it depended on the numbers of horses in the classes, so the points system will be changed to a system where the placings get a predetermined number of points regardless of the number of horses in the class.
- Due to exhibitor interest, we have decided to offer reining classes at the Sizzler and Fall shows. The class list will include AQHA Open, Youth, and Amateur, and All Breed Jr and Sr reining.
- The committee agreed that an incentive to have entries in early would greatly benefit our office staff, so exhibitors who send their entries in before the deadline will be entered in a draw to win a free tack stall at one of our shows.
- Rose and Beth attended the Town of Sussex meeting last week to address the issue of having fireworks outside of PLP while horses are in the barns – they were told that there is no chance at all of the Town ever moving the fireworks, however the way the dates fall this year should be our last year having our show at the same time for a number of years.
  - The Town of Sussex is considering making a monetary donation to MQHA to cover the cost of purchasing earplugs for all of the attending horses for the CDC – this won't eliminate the problem, but it will help with it.
- Rose is working hard to try to get the CDC entry forms posted by May 1<sup>st</sup>.

### **MQHYA Youth Report April 27, 2023 – Lacey Fisher**

Youth are looking forward to May 5/6/7 event – youth clinic @ Shandi's – everything is organized.

- We will have waivers signed, proof of insurance & vaccinations before animals arrive Friday.
- There is US cash required on site to pay Gretchen, which Kat has organized with Jonathan. As well cheques for our demo adults. Kat will be able to provide this.
- MQHYA RECEIVED \$1500 CQHA grant for the youth clinic! Greatly appreciated. Thank you, cards??
- Youth have roughly \$6400 in expenses for the event. The question I had was around AQHA \$2500 original clinic grant from last year. Do you want me to submit receipts and use this grant up within the youth clinic? If we do, this will mean only \$2500 required from \$5000 original approved money from the existing youth funds.

Equine Review Youth events organized -

- **Used Tack** – host at Equine Review, last year profit was \$1600 (less cost to PLP), youth and parents to assist.
- **50/50 board** – \$5 per square – 1 board available for sale at ER - \$250 profit – Lacey to provide and it will sit at used tack. – poster will launch May 1
- **Haala Jeans** – 1 pair of Haala jeans have been donated as per Deborah on Jan 14, 2023– we can sell tickets on jeans at equine review. Last year profit was (profit last year was \$150). Tickets \$5 each. Poster will launch May 1
- **Raffle basket** – donated items – tickets \$2 each and 3 tickets for \$5.00/ A parent managing this a-z.- tickets will only sell at ER and draw will happen at ER. (Hoping profit is around \$300) – poster will launch May 1
- **Duck Race** – start selling the 100 ducks at ER, finish selling by the Canada day show. Race will be July 6 in Havelock NB. Ducks are \$25 each (profit \$1500) – Poster will launch May 1 on this.

Youth will host a youth meeting May 6<sup>th</sup> at the clinic.

## **Sponsorship Committee April 27 2023**

Katurah Waye (Chair)

Liane Nelson

Kristi St-Hilaire

Barry MacEachern

Kim Artz

Jennifer Ehrenfeld-Poole

Jonathan Melong

Rikki-Leigh Humphreys

### **Sponsorship**

- Over \$14k in sponsorships from the committee
- Over 10K so far from the Youth
- \$6K so far from the Amateur

### **Fundraising**

- Wine Survivor – To be held at the Canada Day Classic. Everyone brings a bottle of wine and \$20.00, whoever participates gets their name into a draw and the person who gets their name drawn takes home all the wine. MQHA keeps the cash to go into the MQHA account
- Kiss the Pig (Will be happening at the Canada Day Classic Show)
- Kim Artz has items for the Banquet Auction

### **Exhibitor bags**

- Lacey Fisher with RE/MAX (Bags cost \$190.77)
- Perkins Quarter Horses (Bags cost \$240.45)
- Ranch By Design ( Bags cost \$240.45)

### **Water**

- No leads on a donation for water at each of the shows

### **Show Booklet**

- Have no leads on this yet. Katurah, Lois-Anne and Rose may look after this and print at staples.

### **BBQ**

- Received a sponsor for the Canada Day Classic BBQ
- Still looking for one for the Summer Sizzler (Sobeys will donated hot dogs)

## Membership Committee Report

April 27, 2023

- 104 members so far
- This includes 4 honorary lifetime members according to our website
  - Wendy Perkins
  - Flo McInnis
  - Cyril McInnis
  - Wallace McNutt
- No lifetime members yet based upon the new category
- Shannon doesn't have access to the e-mail so Katurah has been keeping track
- We will be taking applications at the Equine Review



## Social Committee

Katurah Waye (Chair)

Amanda Gautreau

Leah Currie

Liane Nelson

Sarah Boss

Approved budget of \$750 for the show season

## Canada Day Classic

Everything has been planned for the CDC

- **Thursday Night** we secured a BBQ sponsor of Hamburgers & Hot Dogs (Boudreau Meat Market) and we will purchase the buns from Mrs. Dunster's. Was talking to Kim Munson from Mrs. Dunster's and we will need 13 packages of each which will total \$65.00.
- MQHA will also need to purchase condiments – MQHA has napkins & plates.
- **Friday Night** we will be having "Work with a trainer" – Need to ask a trainer to volunteer 1hr of their time for this. Leah Currie and Susan Chestnut have agreed to be the trainers.
- **Saturday Night** will be organized by the youth
- **Sunday Night** Shandi brought the idea of a "Kiss the Pig" Fundraiser to the Social Committee – we decided to use this as a social night.
- Throughout the weekend we will be giving out popsicles (MQHA will purchase)
- The Social Committee also has a surprise that will also be happening throughout the weekend.

## Summer Sizzler

- **Thursday Night** We will be having a move in BBQ (we have the hot dogs sponsored from Sobeys Sussex – still need a sponsor for hamburgers) – Will need to purchase buns from Mrs. Dunsters
- **Throughout the weekend** Wine Survivor will be happening during this weekend – a poster with more information will be released after CDC. (this will be a fundraiser for MQHA)
- **Throughout the weekend** Giving out ice cream sandwiches during the weekend (MQHA will purchase)
- **Friday Night** Work with a trainer – Need to ask a trainer to volunteer 1hr of their time for this
- The Social Committee also has a surprise that will also be happening throughout the weekend.
- Youth games – Not sure what night (will reach out to Hannah)

## Fall Classic

- **Monday Night** Potluck – Will advertise after SS
- **Monday Night** Games after potluck (either hosted by Social Committee or Youth)
- **Throughout the weekend** The Social Committee also has a surprise that will also be happening throughout the weekend.

## Year End Awards Report

April 27, 2023

- The contract has been signed with Inn on Prince in Truro
- The year end awards and banquet will be Saturday, November 4th
- The banquet space holds 150 people
- The meeting space holds 50 people
- The block of rooms for the night is \$129/night
- We will do a heads up on social media with a Save-The-Date type of post

