

Central Oregon Chapter Oregon Dressage Society  
Board Meeting  
December 1<sup>st</sup>, 2015 at 6:00 / Robertson Ranch

Attendees: (2015 Board) Heather Wymore, Mari Valceschini, Kara Billings, Laura Swenson  
(2016 Board) Lauren Baker, Lisa Judson-Bohard, Nichole Martin, Claudia Barnes, Jessie Daniels

Absentees: Mo Lewis

The meeting was called to order by Lauren Baker shortly after 6:00. The 2015 and 2016 boards were both invited to attend. Lauren presented the attendees with an agenda and also contact list for the 2015 and 2016 boards. Kara Billings presented her annual 2014-15 budget.

The main focus for the group was for each member to share the various roles that they perform.

President and Vice President

Mari and Heather addressed the group and discussed the various responsibilities that the President and Vice President have performed, but not limited to this list.

- Organized volunteers at the Recognized Show

- Awards Dinner planning and executing

- Acquiring sponsorship

After hearing the duties performed by the President and Vice President, the board made a list of goals that need to be achieved each year. These were agreed to be the standard and minimal functions of the group.

- Spring Social

- Awards Banquet

- Three league shows

- One recognized show

- Adult camp (to be determined if there is interest and venue)

Adult Amateur Camp

Reflecting on the past year, it was brought to the new board's attention that Lisa Cook wrote a grant for \$1000 that was used for the adult amateur camp. That function would need to be carried forward to another person if they were interested in continuing. Discussion ensued about the location of the camp at R&B Ranch in Sisters. The facility is not adequate enough, lacking two viable rings for dressage usage. There is also not enough room for horses and lodging for campers. The board decided that they would need to re-evaluate the possibility of continuing at that location.

Social Media and Webpage

Lisa Bohard mentioned that as the Vice President she wanted to take on the responsibility of the social media. She will be updating the Central Oregon Chapter of Oregon Dressage Society webpage

and will delete any extraneous social media pages that we may have already started. She will check with Michelle Anderson as she is the administrator for the COCODS FB page. Lisa will also contact Pam White who has provided the chapter with webpage services. She will possibly use her for help with updating and maintaining the current page.

#### Email Communication

Lauren Baker is waiting for the updated email list of members from Corrine at the Oregon Dressage Society office. She is going to send out a welcome email and will decide on which platform to use. She has had some experience with Mail Chimp, but it has a history of not working well. She will send out a welcome email in December sharing board information.

#### Treasurer/ Banking

Kara Billings is willing to assist us on getting the bank account changed over to Claudia Barnes' name. Her contact at Bank of the Cascades is Kim. Kara has historically been in charge of the bank account, check book, debit card, purchasing end of the year awards, keeping books in excel and maintaining budget. Kara and Claudia will meet on their own to hand over the materials and update the banking information. During this segment of the meeting, Kara shared with the board an extensive spreadsheet that outlined the finances for the 2014/2015 year. We were able to see that overall, we lost a minimal amount, \$200, over the course of the year.

#### Secretarial Duties

Laura Swenson has handed over the secretarial duties of taking the minutes to Nichole Martin. Nichole will make sure that the minutes get posted on the web page. Laura will remain as the Show Secretary for the year to assist us and train new people in the duties. The board inquired about video and picture assistance at the shows and Laura reports that the organization has used Francy Haupt for video and Barbara Dudley for pictures.

#### Spring Social- March

In the group discussion, we decided that we needed to send out physical mailers as well as email and also place an advertisement in Flying Changes. Nichole Martin and Lauren Baker have started constructing a list of full time and part time trainers that can be used for contacting them and invites. Nichole has enlisted a few volunteers to assist with the planning and executing of the Spring Fling. Betsy Haverlandt, parent of Akela Haverlandt, has experience in event planning and has stepped up to be the chair of the Event Committee for the Spring Fling and the Awards Banquet.

#### 2016 Show Schedule

The dates for the shows for next year are as follows: May 8, June 11-12 (Recognized), July 10 and October 9. Laura Swenson has already started lining up judges and venue information. Sabine Ense might be the judge for the league shows, and the judge for the recognized show is TBA. The board will still need to arrange for insurance for next year. The cost is approximately \$1 per ride. The overall feel is that the Spring Show needs to be more relaxed and provide an opportunity for all riders to feel confident.

## ODS Retreat

The ODS retreat is in the first week of February. We would need to finalize an annual board report, activities and what we did and how we promoted ODS, in order to go and participate. In this discussion, we learned that COCODS is the largest membership group, but unfortunately we are not at a high level of participation.

## Activities

After learning how large our membership group is, the board wanted to reflect on how we could engage and what activities could enhance that. We will continue to try and survey the group, email, mail and outreach through those means. Updating the social media and web page will help. The board would like to include COCODS wide clinics, speakers, scribe clinics, educational talks, workshops and mock shows. A few specific examples are as follows. The "Ride a Test" activity before the spring show would be a nice way to get everyone involved and warmed up. It was noted that we might want to add a western dressage class at one of the shows in order to gain more participation and share the joy of dressage.

## Sponsorship

The board unanimously exclaimed how appreciative they are of Absolute Horse's sponsorship and the very professional shirts that were provided to the volunteers at the Recognized Show. Lisa Bohard mentioned some of the promotional items, jackets with logos, decorated stall signs and other items that pulled the group and youth together in the past.

## Youth Camp Devonwood

This year the board would like to have the youth who are interested in being sponsored by COCODS to fill out an application and write an essay. This is a good way to have the candidates be thoughtful and reflective. It was suggested that some of the past recipients of the scholarship could have a booth that they manage and hand out information to other youth. This is their way of giving back, show their appreciation and get the word out. Last year, there were two recipients, Lauren Martin and Akela Haverlandt.

## Member At Large

The Member At Large function is to have voting rights and break any tie votes, along with providing support to the board with extra help.

## Committees

As previously mentioned, there are two non-elected committee leaders. Maggie Henry will lead the Volunteer Committee. She will be responsible in engaging the membership and dressage professionals seeking volunteers where needed throughout the year. The board would like to see a "Volunteer of the Year Award". Maggie Henry can be responsible for finding the individual recipient of that award based on the participation she receives throughout the year. Betsy Haverlandt will lead

the Events Committee. She will be responsible for planning the Spring Fling and the Awards Banquet. Nichole Martin is enlisting help for both committee leaders by asking the membership, family members and professionals.

#### House Keeping

The PO Box for the board is PO Box 6872. Laura Swenson handed over the key to Nichole Martin. The second key will be given to Claudia Barnes by Kara Billings. The horse trailer is located at Horse Butte. It was decided that the board would meet once per month. The date in January is TBA.