



DRAFT

Meeting Minutes

Central Oregon Chapter / Oregon Dressage Society

DATE/TIME: December 1, 2017
Called to Order - 6:10 p.m.
Adjourned – 8:35 p.m.

ATTENDEES: Lauren Baker, 2017 President
Lisa Bohard, 2017 Vice-President and Treasurer
Claudia Barnes, 2017 Member-at-Large and Secretary
Laura Swenson, 2017-2018 Show Coordinator
Jessica Mohr, 2018 President
Tom Robbins, 2018 Vice-President
Mieke Mocke, 2018 Treasurer
Stacy Berger, 2018 Member-at-Large
Judith Ure, 2018 Secretary

ITEMS DISCUSSED:

1. Board Transition

Lauren Baker described annual key club responsibilities, including holding two business meetings which are open to the general membership (spring social and awards banquet), staging three league shows and one recognized show, organizing an adult amateur camp and junior rider/young rider camp, and holding officer elections. Beginning in 2017, the chapter also supported local trainers in attending a statewide trainers' clinic.

Lisa Bohard presented the 2018 Board with written guidance and procedures compiled specifically for the Central Oregon Chapter of the Oregon Dressage Society.

2. Shows

Laura Swenson explained the role of the Show Secretary and responsibilities of Board members and indicated that Nichole Martin would assist with marketing the 2018 recognized show. 2018 show dates have been scheduled as follows: Spring Fling – May 6 (Laura will be unavailable from 5/4 through 5/13), Summer Sizzler – July 8, Fall Fling - October 7, Central Oregon Dressage Classic – June 9 and 10.

3. Communication

Lauren Baker described potential methods used to communicate with chapter members, including print mailings, email from ODS contact list, MailChimp and Constant Contact

marketing/email systems, Facebook, and the chapter website and discussed the some of the challenges of managing the various systems.

4. Website

Jessie Higgins has been maintaining the chapter's website and has indicated that she is willing to continue to do so.

At this point in the meeting, the 2017 Board members excused themselves and the 2018 Board continued the proceedings.

5. Other Items

The newly installed 2018 Board members discussed the following items:

- a. Potential show venues and support for visiting judges, including day rates, travel expenses, housing, and use of a car. Several possible locations were identified, but require further investigation. Mieke indicated that she may be able to provide housing for judges.
- b. Making changes to and/or clarifying year-end awards criteria.
- c. Establishing an Instagram account and/or YouTube channel to highlight chapter activities and member participation.
- d. Establishing criteria to select a charity recipient for the 2018 Fall Fling show. Members Jenna App and Mari Valceschini have suggested Court-Appointed Special Advocates (CASA). The Board may conduct a survey of membership prior to selecting an organization.

ACTION(S) TAKEN BY BOARD:

1. Motion: Set up spreadsheet for 2018 league shows to show competitors where they stand in points.

AYES: Unanimous

NAYS: None

Laura will work with Nichole Martin to develop format and tracking system.

FOLLOW-UP REQUIRED:

1. Contact Corinne at ODS for updated membership list (Jessica).
2. Contact potential clinicians to determine if chapter sponsorship of a clinic is feasible: Nick Onoda (Jessica), Volker Brommann (Stacy).
3. Investigate use of Google drive for conducting chapter business (Jessica).
4. Contact List Koch to determine dates for adult camp.

5. Contact Jessie Higgins about updating chapter webpage (Mieke).
6. Change bank account signatory authority (Jessica & Mieke).
7. Update Website with 2018 Board information (Jessica & Jessie).

NEXT MEETING: January 5, 2018, 6:00 p.m.

REPORT COMPLETED/SUBMITTED BY: Judith Ure