



**KHJA BOD meeting**  
**Monday, Nov. 3, 2014**  
**6.15 p.m.**

In attendance: Joyce Brinsfield, Sarah Coleman, Elaine Schott, Leslie Governo, Maria Kneipp, Trena Kerr, Ashley Watts, Bruce Brown, Dave Warner, Katrina Fanning, Diana Conlon

1. Call to order: 6.15 p.m.
2. Amend Secretary, Treasurer, Point Secretary and Webmaster as appointed positions in constitution that the BOD will oversee. Amend the jobs description to reflect such change
3. Have the minutes at the meeting
4. Recommended to set year-long meeting calendar at the beginning of the year
5. Secretary duties: split between Mark and Sarah, revise duties Sarah typed up
6. Proposed the formation of a financial committee. Joyce Brinsfield moved, David Warner seconds. The committee will consist of: Dave Warner, Trena Kerr, Katrina Fanning. This committee will be tasked with creating a yearly budget by detail, as well as an annual and long-range plan. This committee will look at past records to try to estimated yearly income as well as detail expenses. Hugh Kincannon, who manages the KHJA August horse show will be asked to participate with Sarah in an audit
7. Junior membership concerns: Ashley Watts will oversee the Junior members and their activities
8. Diana Conlon was added to the Scholarship Committee