



**KHJA Board of Directors Meeting
January 25, 2016, 7:09 p.m.
Frankfort, Kentucky**

The regular meeting of the Kentucky Hunter Jumper Association board of directors was held at the Best Western Parkside Inn meeting room, Frankfort, Ky. The meeting was called to order by Joyce Brinsfield, president.

Joyce Brinsfield presented the minutes, and they were read by attendees. Bruce Brown made a motion to correct the October 5, 2015 minutes, Laurie Murray seconded, and the minutes were approved as corrected. Corrections involved only the attendance of Sarah Spry and Keedle Ritter-Konopka, both of whom were present at that meeting.

In attendance: Joyce Brinsfield, Bruce Brown, Geoffrey Case, Diana Conlon, Lynn Johnson, Trena Kerr, Maria Kneipp, Mark Llewellyn, Kristine Morris, Melissa Murphy, Laurie Murray, Shari Murray, Keedle Ritter-Konopka, Katy Ross, Elaine Schott, Caroline Smith, Sarah Spry, Stephanie Walton, and Ashley Watts. Absent: Sarah Coleman, Katrina Fanning, and David Warner.

The treasurer's report was not given.

Joyce Brinsfield welcomed new board members.

A discussion ensued about splitting the responsibilities of Sarah Coleman, who currently holds the position of treasurer/secretary. In this new model, Sarah Coleman would be asked to continue her duties as secretary, while bookkeeping and accounting work would be contracted to an outside person or agency. Lynn Johnson motioned to separate the duties of Sarah Coleman, with her remaining on as secretary and a bookkeeping or accounting service be enlisted for those functions, Trena Kerr seconded, and all were in favor. The Personnel Committee will acquire bids to outsource the bookkeeping responsibilities.

Committee reports were given.

Ashley Watts provided a report on the Awards Banquet. To help facilitate the organization of future banquets, Ashley Watts is assembling a go-by book, which will provide future Banquet Committee members a checklist of responsibilities and an approximate budget for specific portions of the event, such as venue rental, food, and championship awards. She hopes to have this procedural guide assembled by the next board of directors meeting. Ashley Watts also mentioned some leftover awards and tabletop gifts that can be repurposed in 2016. As a final note, Ashley Watts brought up the procedure involved in getting awards to those members who do not attend the banquet. In the past, awards were not sent to members unless they were specifically requested, and shipping costs were charged to members. Laurie Murray motioned for awards not distributed at the

banquet be sent to members free of any shipping charges at the earliest convenience of the secretary, Sarah Spry seconded, and all were in favor.

Diana Conlon presented the Scholarship Committee report, which involved a brief discussion of the changes implemented in 2015, including revision of the application and an increase in the amount of the scholarship. Discussion ensued about eligibility requirements, increasing awareness of the availability of the scholarship, and the possibility of creating a direct link from the homepage of the KHJA website to scholarship information. In discussing the potentially small pool of applicants for the traditional scholarship, Maria Kneipp re-addressed the idea of a “funding scholarship” or “developing rider grant” (name to be determined) intended for younger members of KHJA, which would directly benefit riding or educational endeavors. A committee was formed to look into this possibility; the committee includes Maria Kneipp, Trena Kerr, Laurie Murray, and Elaine Schott. The committee will report at the next regular meeting of the board of directors.

Caroline Smith presented the Financial Committee report. Based on the recommendations of the audit conducted in 2015, Caroline Smith urged the board of directors to create a budget for each of the following events: KHJA Awards Banquet, KHJA Winter Horse Show, and the KHJA Fall Classic Horse Show. Additionally, she encouraged all committees to outline budgetary requirements for the year. Further, she asked that all budgets be submitted to her well before the next board of directors meeting. Once those are received, the Financial Committee will assemble an annual budget. In a previous meeting, the board of directors discussed a contribution to the Kentucky Horse Park, including the possibility of building a pavilion by the Walnut Ring. Caroline Smith approached the Kentucky Horse Park about this possibility, and in response, she was asked to provide the approximate amount of a donation to best determine its potential use. This was placed on hold until the budget is finalized.

Joyce Brinsfield presented a report from the Fall Classic Horse Show Committee, scheduled for September 16-18, 2016, at the Kentucky Horse Park. A draft of the prize list was created in December, and it is currently being reviewed by the committee. A discussion involving the warm-up prior to the KHJA Medal Finals 2' division ensued. Diana Conlon motioned that no schooling break be offered prior to the KHJA Medal Finals 2' division, Keedle Ritter-Konopka seconded, and all were in favor.

Ashley Watts furnished a Junior Committee report. She stated that a scheduled tour of Hallway Feeds in Lexington was canceled in mid-January due to extremely cold temperatures. She will look into rescheduling the tour. Communication among junior members was discussed, and some board of directors felt as though they were not aware of certain junior activities because announcements were made through various social media channels, including Facebook. Trena Kerr motioned that all communications regarding junior activities be sent to the entire membership through the mass e-mailing system, Lynn Johnson seconded, and all were in favor.

In addition, Ashley informed the group that proceeds from a junior-member fundraiser were donated to Bruce Brown to help cover losses from the fire at Lakeside Arena in 2015. Bruce expressed his appreciation. This led to a discussion of a horseman's benevolent fund, and a committee composed of Ashley Watts, Stephanie Walton, Diana Conlon, and Katy Ross was formed to explore this possibility. A conversation surrounding the arena collapse at George and Leslie Governo's farm followed, and Trena Kerr volunteered to write a note to the Governo family, both expressing the concern of board members and asking for ways to provide assistance.

Trena Kerr offered a report on the Winter Horse Show, held January 16-17 at the Alltech Arena, Kentucky Horse Park. She explained income and expenses, and reviewed a list of strengths and weaknesses of the show from her perspective. Overall, the show was very well received by exhibitors. Ideas for a different format were volleyed, and the Winter Horse Show Committee was asked to create a proposed schedule for the 2017 event. Many felt that substantial growth of the horse show dictates the use of a management team, possibly including board members in these roles, and the Financial Committee was tasked with exploring this option.

No reports were offered by the By-Laws Committee.

Old Business was discussed.

Ashley Watts reported on the newsletter production. Yvonne Todd submitted her resignation as graphic artist in 2015, and Lesley Ward was hired to design KHJA News in December. Ashley Watts made an appeal for submissions for the next newsletter.

Joyce Brinsfield mentioned that the dirty pony contest for junior members and dog show will return in 2016, and dates for each event will be set later.

Mark Llewellyn gave an update on points.

New Business was discussed.

Joyce Brinsfield raised a discussion about printing costs. Because KHJA has been using the same printer for many years, it was decided to gather printing bids for large jobs such as the rule book, banquet programs, and horse show prize lists. Laurie Murray will collect bids and report back at the next meeting.

Committees for the new year were formed and include:

Awards Banquet: Trena Kerr, Maria Kneipp, Sheri Murray

Scholarship: Diana Conlon, Kristine Morris, Keedle Ritter-Konopka, Stephanie Walton

Financial: Caroline Smith, Bruce Brown, Lynn Johnson

Fall Classic Horse Show: David Warner, Joyce Brinsfield, Melissa Murphy, Elaine Schott, Ashley Watts, Diana Conlon

Medal Finals: David Warner, Diana Conlon, Melissa Murphy, Mark Llewellyn

Junior: Ashley Watts, Shari Murray, Stephanie Walton, Laurie Murray

By-Laws: Katy Ross, Kristine Morris

Winter Horse Show: Trena Kerr, Elaine Schott, Maria Kneipp, Diana Conlon, Melissa Murphy

Education: Elaine Schott, Kristine Morris, Sarah Spry

Rules: Diana Conlon, David Warner, Melissa Murphy, Lynn Johnson, Caroline Smith, Elaine Schott

Social: Geoffrey Case, Katrina Fanning, Katy Ross

Personnel: Joyce Brinsfield, Bruce Brown, Katy Ross, Geoffrey Case

Social Media; Laurie Murray, Mark Llewellyn, Ashley Watts

Trena Kerr brought up a discussion about regular communication between committee members, as well as between committee members and officers, so there is some measure of accountability.

Joyce Brinsfield opened up a discussion about membership dues for board of directors, suggesting complimentary membership for individuals sitting on the board, though not for family members, farm memberships, or horse recording. Laurie Murray motioned that membership dues be waived for board of directors, Melissa Murphy seconded, and all were in favor. Moreover, Caroline Smith motioned that free admission to the annual awards banquet also be granted to board members, Katy Ross seconded, and all were in favor.

Trena Kerr initiated a conversation for travel reimbursement for board members. Caroline Smith motioned to pay travel expenses for board members using standard mileage rates for business set by the IRS, Laurie Murray seconded, and all were in favor.

Bruce Brown motioned to adjourn the meeting, Melissa Murphy seconded, and all were in favor. The motion was passed and the meeting adjourned by Joyce Brinsfield at 9:08 p.m.

Respectfully submitted,

Mark Llewellyn
Point Secretary