

CGA Board of Directors Meeting

November 23, 2008
1st BoD Meeting for 2008 – 2009
Holiday Inn, Visalia, CA

CGA Officers (2007-2009) Present:

Skip Hofman, President
Lesa Hofman, Treasurer
Meghan Abatti, Secretary
Belinda Harms, Central Vice President
Andy Krogh, Southern Vice President
Shannon Rahn, Rules & Judges Chairman

CGA Officers (2007-2009) Absent:

Ron Butts, Past President
Conrad Fimbres, Vice President
Northern Vice President - Vacant

Elected Directors Present:

Andy Krogh, Dianna Merrick, Phyllis Odom,
Christopher Rowles, Kori Cruz, Alrene Tsuji,
Marta Weststeyn

Elected Directors Absent:

Brent Engelhardt

Appointed Directors Present:

Sue Engelhardt, Robert Frates, Dave Bach, Janet
Young, Sally Rivera-Lingafeldt

Appointed Directors Absent:

None

Parliamentarian Present:

Stacy Rivera

Board of Governors Present:

Sheri Herchkorn, Skip Hofman, Michele Easel,
Rodger Odom

Board of Governors Absent:

Brent Engelhardt

District Delegates Present:

#1- Dana Herchkorn
#6- Tammy Bach
#9- Rebekah Crill
18- Joanne Galbraith
#27- Kelly Croffoot
35- Cindy Hoffman

#4- Bev Hampton
#7- Barry Rahn
#14- Margo Abatti
#19- Diana Wehrli
#32 – Debbie Frates
#40- Nathan Rowles

#5 – Teresa Borroso
#8- Christine Jones
#15- Kori Cruz
#23- Virginia Leighton
#33- Robert Krogh
#50- Bob Bucks

District Delegates Absent:

#11, #12, #17, #20, #21, #22, #25, #26, #28, #30, #45, #49

The meeting was called to order at 9:05 am by President Skip Hofman.

I. Opening and Introductory Comments – President Skip Hofman

President Skip Hofman welcomed everyone to the first Board of Directors meeting for the 2008-2009 show season. Skip commented on the prior evening's awards ceremony and sit down dinner, hoping everyone had enjoyed themselves and the meal.

II. Agenda Items- Reports

Item II. A: President's Report – Skip Hofman

- 1. Presidential Appointment:** Skip explained he needed to appoint a new Director to fill Brent Engelhardt's vacancy – Brent was elected to the Board of Governors. Skip asked to appoint Barry Rahn to the open position and opened the floor for any comments or discussion. Seeing no opposition, Barry Rahn will fill the vacant Directors position.

Following an oversight at the beginning of the meeting, the President asked Stacy Rivera to read the CGA meeting rules of conduct. Stacey read aloud the document, reminding all in attendance that everyone has a right to speak and be respected throughout the meeting. All comments should be kept to 3 minutes with each speaker stating their name for the record and to assist the Secretary with the minutes. Members should speak in order and only when recognized, keeping side conversations and personal comments to themselves.

Skip concluded his report by informing everyone that the Northern Vice President position is currently vacant. Lea deMontigny asked the President to step down due to a busy schedule. Skip stated he is actively looking for an individual to fulfill the position and should formally appoint an individual at the next meeting.

Item II. B: Vice President's Report – Conrad Fimbres

No report was presented; Vice President Conrad Fimbres could not attend the meeting.

Item II. C: Secretary's Report – Meghan Abatti

- 1. Approve Minutes:** July 26, 2008 Minutes from the 3rd BoD meeting for 2007 – 2008
Meghan briefly highlighted the main topics within the seven (7) pages of text, including: Nomination and election of Rodger Odom and Michele Easel to the Board of Governors, passing of the GGA Honor Guard and Flag Bearer Selection.

Sue Engelhardt noted one error in the July minutes on page 5, Item IV.C – the heading should read Spring Classic 2008, not Jamboree 2008. Meghan agreed and noted the error.

MOTION by Dave Bach to accept the minutes as presented with the above noted change. **Seconded** by Joanne Galbraith.

Above MOTION PASSED.

Item II. D: Treasurer's Report – Lesa Hofman

- 1. Financial Report:** Treasurer Lesa Hofman noted the three (3) reports available at the meeting entrance: Treasurer's Report, Profit and Loss Summary and the Budget vs. Actual. The Treasurer's Report showed that as of July 25, 2008 CGA had a cash balance of \$188,983.13. Since July CGA has deposited a total of \$77,012.57, spent \$146,198.78 (mainly on State Show and awards) for a cash balance of \$119,796.92 as of November 18, 2008. Lesa highlighted the main figures on the Profit and Loss Summary, pointing out the \$14,275.63 net show profit with State Show contributing \$8,690.26. Lesa also explained that CGA is in the hole approximately \$11,000 to date, but this is better than the predicted \$16,000 loss to date. Lesa pointed out that November and December are typically big months for membership renewal fees. The last two months of the fiscal year are usually the time when CGA gets caught up financially and there are few expenses incurred. However, liability insurance fees for the arenas are due in December, so Lesa is expecting to end the year right on budget.

MOTION by Rodger Odom to accept the Treasurer's report as presented.
Seconded by Andy Krogh.

MOTION PASSED.

Item II. E: Governing Board Report – Sheri Herchkorn

Sheri Herchkorn began her report by first thanking everyone for their continued support at the meetings and through all of the changes. Sheri welcomed the three (3) new BoG members: Rodger Odom, Michele Easel and Brent Engelhardt.

The Board of Governors held their last meeting on September 27,th 2008. Sheri briefly highlighted the main topics from the meeting, including:

- The BoG had to expel a member due to inappropriate behavior following suspension.
- Finances were the major topic of concern. Rides for the year were down (and thus per ride income) due to the Northern fires and loss of shows. The BoG will be carefully watching finances into the Spring, hoping to get caught up and avoid any fee increases.
- State Show changes were discussed and will be brought to the February Board meeting. There will *no longer be a sponsorship program* because the cost to print brochures and the trouble to track the program does not outweigh what CGA ultimately receives. Additionally, riders are doing their own sponsorships outside of CGA.
- The BoG approved Bradley Ware to use the State logo for State Show apparel.
- CGA will no longer accept out of state checks for state sponsored shows.
- A few formal complaints were handled through mediation and a complaint hearing will immediately follow the BoD meeting adjournment.
- The BoG has received one (1) bid for Northern Classic, one (1) bid for Spring Classic and no bids for Jamboree.

Sue Engelhardt asked if the BoG would accept a late proposal for Jamboree from Districts 15, 19 and 33 together. Sheri did not see this as a problem.

- The BoG is working hard to develop a better Procedure Manual. Stacey Rivera and Sally Rivera –Lingafelt have been of great assistance. The BoG is hoping to have a solid document to present at the July '09 Meeting.

Item II. F: State Office Report – Phyllis Odom, General Manager

State Office Manager, Phyllis Odom reported current to date membership at 2,597 members. Additionally the State Office has received multiple year end award sign ups and awards are looking great for this time of the year! Rides for the 2007-2008 show season totaled 91,556, this is down from the 2006-2007 season figure of 92,586 rides. Rides were down due to the Northern fires and the loss of seven (7) shows. Had it not been for these fires, rides would have well exceeded the prior year. Phyllis also asked those districts who have not sent in their contracts to please do so immediately. There are several districts still needing to send their contracts in to the State Office.

III. Agenda Items - Committee Reports

Item III. A: Master Judge Advisory Committee (MAC) – Shannon Rahn

Chairperson of the MAC, Shannon Rahn discussed the items most recently brought to the MAC, and each items rule clarification (some of which where featured in the Judges Corner).

- Timing line issues: if a rider crosses the timing line after finishing the course that is okay as long as the time can be recovered. If a rider crosses the timing line before beginning the event without going through the timing line, they can no come back and restart – the rider receives a No Time.
- Lead Line: as passed in the General Membership meeting, the “team” must properly complete the course (horse, rider and leader).
- Measuring the Speed Ball Cone Opening: the diameter should be measured at the inside of the cone, not to the outside diameter.
- Placing the Flag Fabric per the Riders Request: a rider can not request the fabric on the flag be placed in a specific direction/place. This is not the same as asking the judge for ‘a rake.’ If the flag is properly placed (in the center of the bucket and straight), the course is set and wind can always change the direction of the fabric anyways.
- Judges Test: the new Judges test is multiple choice and very friendly for Apprentice Judges with items easily found in the Information Manual. A sample Judge’s test is in the works so Apprentice Judges have an idea of what to expect on the actual test.
- Helmet Rule: If a rider is under 18 years old, they must wear a helmet at all times. If the helmet falls off the rider while on course the rider receives a No Time, not a one (1) second penalty. If a rider is over 18 years old and their helmet falls off while on course they receive a one (1) second penalty. Shannon reminded Judges that they should be watching riders (irregardless of age) and asking them to adjust their helmets to fit properly when necessary.

Item III. B: State Show 2008 – Skip Hofman

Skip Hofman reported that State Show 2008 went relatively well, with few glitches. Co-Chairmen Skip Hofman and Brent Engelhardt made a few notes on items that deserve attention and change to help make State Show better in 2009.

Per Brent's request, Sue Engelhardt reminded all districts they are responsible to help run an event at State Show as stated in the district contract. Each district should have individuals to run their assigned event, including set-ups in its entirety, and provide workers and judges for matchraces.

IV. Agenda Items – Old Business

No Old Business was presented for discussion or vote.

V. Agenda Items – New Business

Item V. A: CGA Honor Guard Procedure Proposal– Sheri Herchkorn

Sheri Herchkorn asked to *Table the item* until the February board meeting for a few reasons. First, Brent Engelhardt needs to be involved and help the BoG draft Procedure that compliments and fits the Policy. Second, neither nomination nor selection of individuals was done at Convention to form a group for State Show 2009. The BoG should have Procedure drafted by the February BoD meeting and the CGA Honor Guard and Flag Bearer Selection will be in place for State Show 2010.

Item V. B: Board of Governors Nominations/Elections – Skip Hofman

Skip Hofman chose to forego his item because he felt Rodger Odom's following proposal would incorporate his item anyways.

Item V. C: Election Date Procedure Change – Rodger Odom

Rodger Odom stated his basic proposal was to change the election date back to Convention. Rodger explained the election date was changed from Convention to State Show a few years ago with the hope of giving incoming individuals a chance to get integrated into their new position and encourage more participation. However there seems to have been quiet the opposite affect. It also appears there is no additional voting or participation from members by having the elections at State Show. Rodger stated he would like to see the voting and installation of officers moved back to Convention because Convention seems to be a more political venue anyways. This would require some wording changes to the Procedure (Procedure 5 Ruling Body.B: 3 Election Process), by changing 'State Show' back to 'Convention' where necessary.

Skip Hofman questioned whether the BoG member election date needed to be specified? The BoG member election would move back to Convention with the voting and installation of the replacement BoG member/s occurring at the 1st BoD Meeting (usually held on Sunday).

Phyllis Odom clarified the nomination and voting process would remain the same (still need to register to vote), the only thing being proposed for change was the election date itself.

MOTION by Rodger Odom to move the election process from State Show to Convention. **Seconded** by Sue Engelhardt.

No Discussion Followed.

Above MOTION PASSED.

Item V. D: Board of Governors Replacement Verbiage – Sheri Herchkorn

Sheri Herchkorn believed her item was mostly null and void with the passing of the above motion. The discrepancy between the Policy and Procedure Manuals regarding BoG member election date had been resolved. However there was still one discrepancy between the two regarding who can nominate Board of Governor replacements. The Policy Manual currently states any Board of Director or District Delegate is eligible to nominate a qualified individual for the BoG, while the Procedure Manual states only a Board of Director is eligible to nominate a qualified individual. This was a discrepancy that needed resolution.

MOTION by Phyllis Odom that the Procedure Manual be changed to include the District Delegates to nominate and vote for BoG replacements. *Seconded* by Andy Krogh. *No Discussion Followed.*

Above MOTION PASSED.

VI. District Reports

Before beginning the district reports, President Skip Hofman asked all District Delegates to please inform their districts of the new lead line rules. Skip briefly summarized that the lead line team (horse, rider and leader) must properly complete each course. Meghan Abatti also highlighted the changes made to the lead line awards program. Reminding the Delegates that lead liners can now accumulate year end awards on any combination of horses and the mount/horses name is always entered as the rider's first name. If lead liners had already ridden and signed up for year end awards, they need to contact the State Office to formally make the change. Teresa Borosso questioned what happens when a lead liner wants to bump up into Future Champion – do they lose their ride accumulation? Through discussion the general consensus was that as a FC rider, it obviously becomes a horse and rider combination the rider needs to be riding the same horse. As for the ride accumulation the general consensus was that as a lead liner the rider is working for an FC buckle, just as they will be in the FC division so their ride accumulation should not go away. Additionally there is such a small percentage of riders who are lead line that it shouldn't represent too much of a discrepancy each year anyways.

Districts 1, 4, 6, 7, 8, 9, 10, 12, 14, 18, 19, 23, 27, 32, 33, 35 and 50 each gave a brief report regarding their local club. Districts representatives spoke about the success of the past show season, new equipment purchases and plans for the show season ahead. Several districts have series shows planned throughout the upcoming season with exciting awards for division winners. Representatives also reported steady rider-ship numbers.

VII. Other Issues, Comments & Concerns (Non-voting)

Phyllis Odom spoke briefly about the CGA Accident Report forms. Phyllis reminded everyone that districts need to be filling out the report and sending it to the State Office in a timely fashion when something happens because these forms are important for our arena insurance. Forms can

be easily downloaded off the website (found under the 'District Downloads'). Dave Bach asked what type of accident requires an accident report. Phyllis responded any time a rider comes off a horse, whether inside or outside of the arena, a report should be filled out because the arena insurance covers property owners as well. Basically district management is responsible to get accident reports filled out and sent to the State Office when necessary. Arlene Tsuji asked if a visiting member to a district could file an accident report if the district would not. At this point the district should be reported to the State Office and action will be taken to correct the issue.

Shannon Rahn questioned when districts would know the results of state sponsored show bids. Sheri Herchkorn responded they should know by the end of the calendar year. The BoG still needs to review districts to make sure they are qualified to host the shows.

Sue Engelhardt gave a summary of her progress on the Sin City Shootout. Sue reported she has been talking with sponsors, hotels and venues but the major corporations have all sponsorships on hold due to the economy. Sue assured everyone she is still working on the show but further progress is essentially on hold until we can get the major sponsors in and the riders can afford to attend.

Teressa Borosso asked is CGA was going out to bid on their software anytime soon. Skip Hofman simply responded that we are not going out to bid on software.

VIII. Next Meeting Date

The next Board of Directors Meeting will be held February 28th at the Holiday Inn in Visalia.

IX. Adjournment

MOTION to adjourn the meeting was made by Joanne Galbraith and *Seconded* by Cindy Hoffman. *MOTION CARRIES.*

Meeting was adjourned at 10:35 am.

Respectfully Submitted,

Meghan Abatti
CGA Secretary