

CGA Board of Directors Meeting

July 25, 2009

3rd BoD Meeting for 2008 – 2009

Bolado Park, Hollister, CA

CGA Officers (2007-2009) Present:

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

CGA Officers (2007-2009) Absent:

Ron Butts, Past President

Elected Directors Present:

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

Elected Directors Absent:

None

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, Brent Engelhardt,
Rodger Odom

Board of Governors Absent:

None

District Delegates Present:

#1- Dana Herchkorn	#4- Bev Hampton	# 5- Teresa Borosso
#6- Tammy Bach	#7- Timmi Lemen	#8- Christine Jones
#9- Rebekah Crill	#10- Claudia Payne	#14- Margo Abatti
#15- Kori Russel Cruz	#17 Kelly Pierce	# 18- Joanne Galbraith
#20 Rita Newell	#27- Amanda Martin	#32- Debbie Frates
#33- Robert Krogh	# 35- Cindy Hoffman	#45- Dave Hamby
#49- Kasey Stevens	#50- Bob Bucks	

District Delegates Absent:

#11, #12, #19, #21, #22, #23, #26, #30, #40

Guests Present:

Eight (8) present

The meeting was called to order at 4:07 pm by President Skip Hofman.

I. Opening and Introductory Comments – President Skip Hofman

The President welcomed everyone to the Board of Directors meeting and recognized Sue Engelhardt following her accident. Skip then asked the Parliamentarian, Stacey Rivera, to read aloud the CGA meeting rules of conduct. The meeting rules of conduct remind all in attendance that members have a right to speak and be respected throughout the meeting. Members should state their name to assist the Secretary with the minutes and keep comments to three (3) minutes for each item. In addition members should speak in order and only when recognized, keeping side conversations and personal comments to themselves.

II. Agenda Items- Reports

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

The President had nothing special to report.

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

The Vice President was not able to attend the first portion of the meeting.

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

- 1. Approve Minutes:** February 28, 2009 Minutes (2nd BoD Meeting for 2008-2009 held at the Holiday Inn in Visalia, CA)

Secretary Meghan Abatti briefly highlighted the main topics from the February meeting, including: the Presidential appointment of Shannon Rahn to the vacant Northern Vice President position, approval of the CGA 2009 budget, awards fee increases effective for the 2009-2010 show season and the discontinuing of printing and mailing the newspaper until the end of the current show season.

MOTION by Andy Krogh to approve the February Board of Directors meeting minutes as presented. **Seconded** by Belinda Harms.

Above MOTION PASSED.

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

- 1. Financial Report:** Treasurer Lesa Hofman noted the usual financial documents available to the membership that would help summarize her report: Treasurer's Report, Profit/Loss Summary, Budget vs. Actual and State Sanctioned Shows Profit/Loss.

Lesla explained the Treasurer's Report showed that as of February 23, 2009 CGA had a cash balance of \$99,795.96. Since the tail end of February CGA deposited a total of \$204,015.59 and spent \$118,968.01 for a cash balance of \$184,834.54 as of July 17, 2009. Lesa attributed the majority of incoming and outgoing cash to the Jamboree, Spring, Northern and State Shows. She also noted the cash balance as of July 17th was roughly \$4,000 less than the previous year and even with the current economy the financials were holding steady.

Lesa summarized the Profit/Loss documents, highlighting that Jamboree and the Classics actually turned a \$13,000 profit for the year. However, the Profit/Loss documents did not include the final State Show expenses or Convention profit/loss. The Budget vs. Actual document showed CGA was on target to meet the yearly budget, but again Lesa would not know for certain until all State Show and Convention costs had been attributed for in the final numbers. Lesa noted that State Show was roughly \$3,000 ahead on income from where the reports had anticipated. Additionally, the money saved in newspaper printing and postage had helped tremendously to cut costs and meet budget.

Bob Bucks **MOTIONED** to accept the Treasurer's report as presented.
Seconded by Joanne Galbraith.

MOTION PASSED.

Item II. E: Governing Board Report – Sheri Herchkorn

Sheri Herchkorn recapped the Board of Governors meeting held on April 25, 2009.

- **Hearing** – Sheri explained the BoG had received a complaint against a Master Judge that required a hearing. The Master Judge involved in the complaint did not show up to the meeting so the BoG issued a suspension.
- **CGA Software** – Sheri noted recent problems with the CGA software and its' propriety that resulted in a lengthy BoG conversation. There were reports and confirmation of CGA software being copied and used outside of CGA by specific members. The BoG held a meeting with the district leaders involved that resulted with one member being placed on probation. Another member facing the same issue (but not connected to the district leaders mentioned prior) elected not to attend the BoG meeting nor request an alternate date so the BoG issued a suspension. The BoG concluded the software license key should be re-inserted into the program to protect the software from being wrongly copied and distributed. Sheri indicated that Gene Moore had already been contacted to re-insert the license key.
- **Fee Increases** – The BoG reviewed the financials and had no further recommendations for fee increases following the passing of 2009-2010 awards fee increases at the February BoD meeting

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

State Office Manager, Phyllis Odom reported 2,551 current to date members, pointing out that membership numbers were holding steady. Total shows for the 2008-2009 season were down fourteen (14) shows and total rides for the season could not be determined because not all show packets had been received at the State Office.

Phyllis stated State Show judges jacket forms were available at the front office for those judges interested and the cost was \$100.00 for a jacket. With the passing of awards fee increases, Phyllis reported the new forms had been mailed to all districts prior to State Show with the new fees effective for the 2009-2010 show season. Phyllis reminded everyone that BoD nominations and elections were fast approaching. In compliance with the election procedure, the State Office would begin accepting nominations August 24, 2009 and close nominations October 7, 2009.

Rebekah Crill asked if the new awards fees were included in the new software. Phyllis responded that districts would have to manually override the fees in the system because the new fees had not been included. While on the topic of CGA software, Phyllis also stated that 2/3rd of districts were still using the old software and need to begin using the new software by the first show of the season, no exceptions. Phyllis indicated the new software had been mailed to the home of each district president who had to sign for the package. If any district had not received their software they needed to check with their president before contacting State Office.

III. Agenda Items - Committee Reports

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

Chairperson of the MAC, Shannon Rahn reminded all in attendance that nearly all items discussed by the MAC make it into the monthly newspaper in the Judges Corner. She emphasized that the membership could always look to the newspaper to see what the MAC had been working on and what rule clarifications had been made. There was not much for the MAC to report seeing they had a meeting in progress that would resume following the adjournment.

Shannon did share that a new Judge's test was in the works that was much more user friendly and should be ready to use in two (2) months. In addition, the MAC was working on a way to allow an 'inactive status' for judges but nothing had been finalized. Shannon stated the MAC would present their recommendations to the membership once they had finalized their thoughts, hopefully by Convention. Shannon reported that Janet Young had finished her provisional term and was officially a Permanent Master Judge. The MAC was also looking at two (2) potential Provisional Master Judges but they could not be announced until their qualifications had been confirmed.

Item III. B: State Show 2009 – Brent Engelhardt

Brent Engelhardt, Co State Show Manager proudly announced there were 296 riders entered into State Show 2009. Brent explained there were two (2) raffles this year, a breast cancer awareness raffle and the CGA raffle. CGA had worked really hard to contact the appropriate group to organize the breast cancer awareness raffle and all proceeds would go straight to breast cancer research. Additionally, President Skip Hofman declared Monday, July 27th "Tough Enough to Wear Pink" day, so hopefully the membership would support the cause and show their support by wearing pink. Brent asked all members to watch their dogs and to clean up their 'mess.' If the membership could not take care of this issue the park would not allow dogs back next year. In conclusion, Brent explained that two (2) gentleman, Rick Long and Jim McCant, had volunteered to act as State Show connoisseurs and were available to help any member upon request.

Item III. C: Jamboree 2009 – Districts 15, 19 & 33 – Sue Engelhardt

Sue Engelhardt reported Jamboree 2009 was a success with approximately 60 riders entered into the show. The ground was fast and the show ran really smooth. The show turned a profit but Sue suggested CGA consider scheduling Jamboree in a different month to attract more riders.

Item III. D: Spring Classic 2009 – Districts 15, 19 & 33 – Sue Engelhardt

Sue Engelhardt reported that Spring Classic was in fact held at Camp Pendleton, even though at the February Board meeting the location was questionable. There was beautiful weather for the

weekend, the ground was great and the show ended up with 119 riders (with 60 pre-entries). Sue explained the Camp Pendleton Drill Team performed the opening ceremonies, which was quite a treat to witness. Spring Classic 2009 turned a very nice profit and the three (3) co-hosting districts already had plans to put in a bid for the 2010 Spring Classic at the same location.

Item III. E: Northern Classic 2009 – District 7 – Shannon Rahn

Shannon Rahn reported that Northern Classic was a success with 106 riders entered in the show. The ground was great, the weather was nice and the show was able to turn a profit. Shannon explained there were enough riders to give money down to fifth place in every event. The show had three (3) arenas, with one arena running in the opposite direction. Additionally, there were evening activities (tackle mud baseball) that the membership seemed to really enjoy.

IV. Agenda Items – Old Business

Item IV. A: Newspaper– Lesa Hofman & Phyllis Odom

Lesia Hoffman explained that she and Phyllis Odom had been looking at ways to save money so CGA could put the monthly newspaper back in print and mail it out to the membership. For example, the State Show packets mailed each year cost roughly \$3,400 to print and an additional \$2,200 in postage. Lesa and Phyllis recommended mailing out only the entry form and post the booklet on line, once riders arrive at State Show they would receive a booklet at check-in. Approximately 300 books would still need to be printed but this would save the printing cost of thousands of booklets. These savings along with postage savings could be put directly towards covering the newspaper costs. Phyllis Odom reminded everyone that this suggestion would have to be considered by State Show management and did not require a vote. Several members spoke in support of the idea if it meant cutting costs to once again print and mail the newspaper.

Kasey Stevens questioned if any costs for quarterly printing had been determined. Phyllis Odom replied that the cost was no different because CGA is charged by the number of pages printed. It was determined the final figures from State Show and Convention (show expenses, award costs, ect.) would be necessary for an accurate look at the financials to determine the appropriate recommendation for the newspaper. Seeing this, Phyllis promised to bring the item back to Convention with a final recommendation/motion for vote.

V. Agenda Items – New Business

Item V. A: Jamboree 2010 Date – Dianna Malley

Dianna Malley reasoned that scheduling Jamboree in March is a tough month to attract entries because many horses are not in shape and seasonally the show is at the tail end of winter weather. Not to mention, most districts in the North never have a chance to host Jamboree because of weather concerns. There are plenty of large district hosted shows, not to mention the Classics, beginning in March/April and leading up to State Show. Dianna stated she would like to see Jamboree run in the Fall Season because not only are horses generally in great shape but the show should attract more riders. Dianna even threw out the idea of hosting two Jamboree shows, one in the North and one in the South.

MOTION by Dianna Malley to change Jamboree from March to the first weekend in October. **Seconded** by Bob Bucks. **Discussion Followed.**

Phyllis Odom questioned if the change could even be made or voted on by the Board of Directors or if the decision needed to go the general membership. Parliamentarian Stacy Rivera explained that the date of Jamboree is in fact listed in the Information Manual, which is the domain of the general membership. Because the district delegates represent the general membership the above motion could be voted on.

Phyllis Odom believed that making any change immediately would be extremely short notice for the upcoming season. A hosting district would need to be determined, riders would need to be notified and awards ordered. Phyllis also felt there needed to be consideration for how many local/district shows this change would impact. Jamboree could potentially take away the earning potential of multiple district shows throughout the state on this same weekend in October. Dave Bach questioned what impact this would have on the State Office seeing the show would be held between State Show and Convention. Phyllis stated it was feasible for the State Office and would not require much work. There seemed to be several suggestions circulating from side conversations between the membership (a different date in the fall, the possibility of a North and South show, ect.) but no general consensus was reached for what was the ultimate idea for Jamboree.

Phyllis Odom **Motioned to Table** Dianna Malley's item/motion until Convention where all information could be presented. **Seconded** by Bob Bucks.

Tabling of Motion Carries.

Item V. B: BoD Policy Manual – Stacy Rivera

Stacy Rivera explained that as promised by the President a committee had been formed to review the Policy Manual in search of inconsistencies (between the Policy and Procedure) and various oversights. The committee consisted of four (4) members – Stacy Rivera, Sally Rivera-Lingafeldt, Lesa Hofman and Meghan Abatti. After multiple meetings and several intense discussions a newly revised Policy Manual was ready for presentation and approval. Stacy asked all members to follow along with the revision (available at the beginning of the meeting) as she pointed out the multitude of changes that had been made to the manual. Stacey pointed out and in some instances went into detail on wording changes and clarifications made throughout the manual. The Rules Chairperson was added as a member of the Board seeing they were not listed anywhere as an oversight and the duties of the Parliamentarian were updated. The Judges Disciplinary Procedure was finally included in Policy Manual and the change process was updated to reflect voting items requiring submission 30 days in advance of any meeting. Section 9 was removed in its entirety seeing all items had an appropriate 'place' other than the Policy Manual (Rules Book, Information Manual, State Show Book, ect.).

MOTION by Conrad Fimbres to accept the changes to the Policy Manual as presented.

Seconded by Andy Krogh.

MOTION CARRIES.

***Approved Policy Manual shall be included with the minutes to document the actual revisions approved by the Board of Directors on July 25, 2009.*

Item V. C: Board Term Limits – Marta Weststeyn

In an effort to encourage ‘new blood’ on the Board (both the BoD and BoG), Marta Weststeyn said she would like to see a limit placed on the number of consecutive terms any board member can hold. Marta explained she would like to see Board of Directors limited to two (2) consecutive terms (4 years total) and the Board of Governors limited to one (1) term (4 years total). Marta envisioned members then sitting idle for one (1) year before allowed to resume any position.

Rodger Odom was concerned that if such limits were imposed there would not be enough people to run for office. Rodger sighted years prior when members ran unopposed for office or the number of nominations for a single office were little to none. Sue Engelhardt believed there were plenty of people to run for office. Sue felt CGA should not be so stagnant with board members and work to encourage new board membership and ideas.

Stacy Rivera believed Marta’s agenda item was something that should not be voted on at this particular meeting. Stacy stated the item submitted to the agenda was not clear enough in intent to give the membership time to formulate an opinion for vote. Stacy believed the item should be for discussion only and not for vote. Meghan Abatti felt that Marta had submitted her item in accordance with the Policy and should be allowed to present a motion for vote. Meghan sighted multiple meetings where items were submitted that provided little to no clarity and were allowed for vote. Janet Young believe the item was submitted by the deadline and the appropriate clarity for intent had been provided. Janet felt there were plenty of individuals present to vote and the item should move forward. A few District Delegates felt they did not have enough clarity on the item prior to the meeting to properly vote on behalf of their membership.

MOTION by Marta Weststeyn to insert into the Policy and Procedure Manuals consecutive term limits on all elected and appointed Board of Director and Board of Governor members, with the exception of District Delegates.

Seconded by Belinda Harms.

Following Marta’s motion, Stacy questioned if it was a motion she wanted to take to Convention or if this was a formal motion for vote. Marta said she would bring clarity to her item and re-present at Convention but would like to pursue further discussion at this meeting. Marta agreed to ***table her motion*** until Convention.

Bev Hampton and Sally Rivera-Lingafeldt were concerned about the impact of potentially rapid turnover on the organization. Both reasoned there was much to be said about experience on the board. Discussion continued for quite some time regarding the potential impact of the item/motion and the exact clarity in regard to the number of consecutive term limits placed on BoD and BoG positions.

*****Special Item:*** Shannon Rahn pointed out there was a vacancy on the Board of Governors that needed to be filled. According to the Policy Manual the replacement of any vacancy to the BoG shall be made at the first BoD meeting following such a vacancy. Skip Hofman responded that

because there were only two (2) months left in this particular term and no pressing issues in front of the BoG, there was no need to immediately fill the vacancy. Skip stated that the replacement would be made at Convention where nominations and elections for BoG members would be held as prescribed in the Policy Manual. If any issues were to arise that generated a tie vote by the BoG the item would go the BoD for decision and vote.

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

A & B: Senior Elite Awards (Combined Discussion) –Sally Rivera-Lingafeldt & Phyllis Odom

Both items regarding the Senior Elite awards program (riders should rate in 12 of 13 events and reducing the Top Rating awards to Top 5) are Riders Program issues for vote by the general membership at Convention. However, Sally Rivera-Lingafeldt and Phyllis Odom wanted to discuss their ideas in advance to see how the membership would receive them. The two items were unintentionally combined in discussion.

Sally Rivera-Lingafeldt explained that the current Senior Elite program requires riders to essentially meet the AAA Champion rating level (10 of 13 events rated). Sally stated the Senior Elite riders receive the same awards and have the same structure as the ROC program, but the program is not cost effective. She believed that by bumping up the number of events a rider must rate to twelve (12), to match the ROC program, CGA would encourage more riding. Sally emphasized that she wanted to maintain the integrity of the program and allow it to fund itself. Phyllis Odom explained the Senior Elite program is currently not paying for itself and suggested the membership consider taking the Top Rating award back down to Top 5 to help cut costs. Phyllis pointed out that the Senior Elite buckles are the most expensive buckles CGA orders each year and by cutting back 5 buckles the program could save a lot of money.

Joanne Galbraith believed that changing the rating requirement would eliminate several riders from achieving Senior Elite because there are several events the older riders can not run fast enough to meet the matrix. Timmi Lemen felt both items suggested should not be changed at once. If riders have to rate in 12 of 13 events then the Top 10 should remain, but if the program was reduced to award only Top 5 then the rating level should stay unchanged. Darlene Sandefur questioned how many ROC ponies there were vs. Senior Elite Riders. Phyllis Odom explained that year in and year out there tends to be more ROC ponies than Senior Elite Riders. The ROC ponies also have a tendency to ride more shows thus supporting their own program. Amanda Martin believed there was a need for actual figures on the cost effectiveness of the Senior Elite program versus the ROC programs so an informed decision could be made. Phyllis Odom said figures would be provided at Convention where these items would actually go for vote.

C: Drug Fee – Phyllis Odom

Phyllis Odom stated the drug fee might be coming back by government mandate, but she would keep the districts informed of any changes or mandates. The drug fee would most likely be \$5.00 per horse like in the past and shows would have to be registered with the State so they could send out testers.

VII. District Reports

Delegates from districts 1, 4, 7, 8,10,14,17, 18, 19, 27, 29, 32, 33, 35, 40, 45 and 50 each reported about the success of the past show season. District delegates announced plans for the upcoming show season, with several reporting plans for multi day shows and fantastic awards. It seemed nearly unanimous among reports that district membership was steady or higher year on year. Delegates also encouraged other members to attend their shows in the upcoming season.

VIII. Next Meeting Date

The 1st BoD Meeting for 2009-2010, with new board members, will be held November 22, 2009 at the Radisson Hotel in Fresno.

IX. Adjournment

MOTION to adjourn by Randy Young and *Seconded* by Conrad Fimbres.
MOTION CARRIES.

Meeting was adjourned at 6:22 pm.

Respectfully Submitted,

Meghan Abatti
CGA Secretary