



VADA/Nova Board Agenda
July 13, 2020 Minutes
(via Zoom)

The meeting was called to order at 7:15 pm. Present were: Diann Carpenter, Anne Harrington, Michelle Lachner, Sheli King, Lisa Rice, Jessie Ginsburg, Lisa Rowe, Carol Thomas, Rachel Rice, Maloree Razzino, and Judy Grass; Licensed Show Management - Dianne Boyd. Diane Landau (proxy to Anne Harrington) and Dilly Jackson (proxy to Diann Carpenter) were unable to attend; Mary Callan was absent.

1) August 22-23 Licensed Show Planning/Committee update

- a) Morven Park entering Stage 3 of re-opening. Michelle Lachner reported the following:
 - i) VN will be allowed to use Hofmann Building and rest rooms, but will have to social distance and minimize traffic in and out. We do not have the Lemp Building and are working with Morven to find an alternative for the volunteers meals.
 - ii) Temperature taking, collecting waivers, etc. before show staff and volunteers enter the show ground will require additional volunteers.
- b) The Board discussed whether entries for the show should be limited. We currently have 3 judges under contract. The show usually runs 4 rings, but the limit on stabling may reduce the number of entries. It was decided not to limit entries.
- c) The Board also discussed hand washing stations that can be added at VN expense. Morven is checking on the availability of hand washing stations for rent. The Board approve expending funds to purchase/rent necessary COVID-19-related supplies.
- d) A point was raised about including more breaks in the show schedule due to heat and wearing masks.
- e) VADA provided cloth masks for Dressage at Lexington that were washable and very comfortable. The Board approved the purchase of 150 cloth masks @ approximately \$3.79/mask, including the logo imprint, plus a fee for set-up and delivery. The Board agreed to give the masks to show staff, volunteers, and officials and have paper masks available for competitors and support persons who may need them.

2) Board Items

- a) Review and Approval of Minutes of June 8 minutes
 - i) Minutes were unanimously approved via email and were posted on the website.
- b) Treasurer's Report
 - i) Reconciled balances as of 06-30-2020:
 - (1) Savings acct: \$75,930.79
 - (2) Business acct: \$45,165.59
 - (3) Paypal: \$2,332.97 being transferred the day of the meeting to the VN Operating account (\$1332.97 from membership, balance from banquet). As of the time of the Board meeting there was a balance of \$911.77 in PP.



3) Membership Committee (Anne Harrington)

- a) 183 members as of 7/12/20 (213 at the same time last year = -30)
- b) Committee Report: A Zoom conference with the New England Dressage Association took place on June 10. NEDA responded to our list of questions on their experience with moving from a situation like VADA/Nova's (website and separate spreadsheet-based membership management) to a fully integrated association management platform. Several more conversations with possible service providers are being scheduled to answer additional questions.
 - i) A committee is being formed to pursue the various options.

4) Publications Committee Report (Diann Carpenter)

- a) Newsletter – The July newsletter was completed and has been posted on the website and was mailed last week.
 - i) We will send a set of questions to a group of VN members who were at DAL and get their feedback for an article in the August issue
 - ii) August newsletter – input due July 15

5) Schooling Show Planning/Committee update

- a) Show is Open, as of the Board meeting date there are 19 rides; we will keep an eye on the number and decide to limit to one ring with waiting list or determine if there is enough to run two rings.
- b) Morven issues from licensed show applies.
- c) This will be our first show under the USDF Schooling Show Program. For 2021, it may be worth using Fox Village for schooling shows so we can have the score output in the USDF format. That may involve additional training for the show secretaries.
- d) Schooling Show Championship Qualifiers will be detailed in the updated 2020 only awards guidance.

6) Clinics/Events – no report

7) Board Discussions

- a) Committees and committee assignments – The executive board has been working on these – intent is to lay out responsibilities for each committee and identify needs for additional members
 - i) Michelle and Diann to hold meetings with each board member to gain an understanding of intent for 2021 and to confirm 2020/2021 activities for each member. Based on these discussions we will put forward the number/roles that are needed for recruitment for 2021 during the August meeting and ask for recommendations/nominations.
 - ii) A new treasurer is being sought to replace Dilly Jackson when she steps down at the end of the year. During the transition, we will separate the CPA function and hire a separate CPA for tax preparation. One possibility might be to ask our bank, Wells Fargo, if they have a recommendation.
- b) Sponsors – we need to think about how to manage sponsors for remainder of the year and refresh/review/approve Sponsor Package



- c) Year End Awards – what to do about year-end awards is a major question. The Board agreed to review/create requirements for this year only. The Board noted it is important to reward our members who are going out and showing during this difficult. Since we aren't having a Banquet, we can send awards or have items in a store that can be selected and shipped. We could also deliver gift certificate awards via email. Ribbons can be shipped in groups to trainers perhaps.
- i) For Schooling Shows, we will start to track partner shows immediately for the scoreboard
 - ii) The Board agreed that there should be a volunteer requirement (4 hours), but that things other than working at shows could earn credit for hours, such as submitting an article for the newsletter, getting sponsors, etc. Having some volunteer requirement is important to bring people into the organization.
 - (1) The Board will look at a selection of awards, including items from sponsor stores or gift certificates so award winners can have a choice.
 - (2) Diann Carpenter will modify the current Green Book award description and send that around for comment and publication in the August newsletter. We can aim to finalize the SS scoresheet by the 1st of November so we can publish in the December newsletter.
 - iii) Above and Beyond – The Board agreed that it should come up with some form of thank you for everyone who volunteers.