



**VADA/Nova Board Agenda  
June 8, 2020 Summary  
(via Zoom)**

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

**Special Issues**

**1. Continuing Impact of COVID-19**

- a. The carry over of the Frying Pan Park deposit for 2021 adult camp was confirmed and a new contract will be signed,
- b. Update on preparations for August 1 schooling show
  - i. Action Plan – Morven provided their procedures for renters during the COVID-19 pandemic. VADA/Nova can now finalize our planning for our schooling and licensed shows.
  - ii. Processes and procedures – a draft is complete and elements will be incorporated into the prize list, including what waivers are required. A detailed spreadsheet with has been developed and the schooling show chair will review it to see if anything else needs to be purchased.
  - iii. To limit the number of people on the show grounds, we can issue wrist bands or find another way to identify people.
  - iv. All paperwork will need (entry, waiver, Coggins) to be submitted electronically and must be received by the closing date – no exceptions.
  - v. We will continue to track the impact of any USDF rule changes.

**2. Board Activities**

- a. The Board is reviewing the committees, their responsibilities, and committee assignments. The intent is to have a tool to identify better what the board needs, the responsibilities for each committee, and identify needs for additional members or skills.

**Regular Agenda Items**

**1. Board Items**

- a. Review and Approval of Minutes of May 11 minutes
  1. Comments were received by email and minutes were unanimously approved via email and posted on the website.
- b. **Treasurer's Report (TBD)**
  - The Treasurer did not have a report available at the time of the meeting.



## 2. Review/Update of Action Items

- a. Status update of liability waivers – many of them have been executed but the Board will set up a system through DocuSign so we have a record every year.

## 3. Membership Committee (Anne Harrington)

- a. 167 members as of 6/8/20; last year at the same time we were at 205 (-38).
  - a) In 2019, we added 62 members in the March-May timeframe; in 2020, we only added 26 (-36)
  - b) For members who joined by June 10 and will have their membership extended through 2021, we need make it clear that the VN membership also includes the VADA membership (as well as a USDF GMO membership). We will include a newsletter item to this effect.
- b. Committee Report: A Zoom conference to discuss the transition of membership management to a web-based platform will take place with NEDA June 10. A list of questions has been prepared to guide that discussion.

## 4. Publications Committee Report (Diann Carpenter)

- a) Newsletter – Michelle Lachner is now coordinating the newsletter process. The June newsletter was completed and has been posted on the website and was mailed. We will keep the 20<sup>th</sup> as the deadline for the July newsletter, but future newsletter content will be needed by the 15<sup>th</sup> of month prior to issue.
  - a. For July, it would be useful to have a one-pager on what to expect at Dressage at Lexington and then focus on the two VN August shows. Sheli King, who just TD'd at a show will provide an article on her experience. All agreed that it is important share as much information as possible to make competitors, volunteers, judges, and others feel as comfortable and informed as possible.
- b) Board members have been making suggestions on the structure and content of the newsletter and welcome input from members as well.
  - a. The committee continues to look at different ways we can communicate with our members. When work is finished on committee responsibilities, the Communications Committee will meet and develop a broader strategy.

## 5. Schooling Shows

- a) August Schooling Show – see discussion above
- b) October Schooling Show – would like to see a big show, but need to see how things work out in August to decide what happens later in the year.
- c) Year End Awards – the Board discussed whether there will be enough shows between VN and partner shows to calculate awards. Some partners are still doing virtual shows and we need to check on when live shows will start again.

## 6. Licensed Shows – The licensed show committee met at 6:15 pm on June 8.

- a) There have been communications with Morven about the shows, but Morven is unwilling to support much of anything that is COVID-19-related, and has informed us



that we are not allowed to use the Hofman classroom or bathrooms. The Board discussed how to respond to Morven with counter-proposals to make running a licensed show more feasible. These included offering to do additional cleaning; using stalls in the shed rows for offices and set up hospitality and volunteer check-in in a tent; or, if we are in the infield, renting a tent. One other option is to see if we can negotiate for the breezeway area only of indoor (and block access to the warm-up and performance rings) to replace not having access to Hofman.

- b) The Board also agreed to look into how to provide addition hand washing and hand sanitizing stations.
- c) Other issues to check:
  - i. Whether/when any of the field sports will start and if the mansion will be open for tours.
  - ii. Whether vendors will be allowed. They are not prohibited in the current Morven plan, but that needs to be clarified. The space is available and if the vendors are willing to comply with guidelines, they will be welcome.
- d) Re hospitality, if the cafeteria won't be open, we can hand out bottled water and snacks (for free) and the only equipment that would be needed is gloves.
- e) Scribing – The committee still needs to figure this out. There are a number of options, but which one is used comes down to the comfort levels of the judges and scribes. FoxVillage is putting out an escribe capability soon and the Board was very interested in that option.
- f) The Board will follow up with Morven on the points above.

#### **7. Clinics and Education**

A question was raised about whether VN is interested in a clinic with Catherine Haddad-Staller. The Board will respond that given the current situation it is not possible to schedule and that the very high cost is out of line with other well-known clinicians. Because some riders might feel more comfortable doing a clinic than showing right now, we will continue to consider a clinic later in the year.

There being no other business, the meeting was adjourned at 8:35 pm.