

GLASS-ED MEETING

Sunday, February 5, 2023

- I. **Call to Order-** 6:37 pm

- II. **Establish Quorum-**
Amanda Pitsch, President; Janice Smith, VP; Carmen Medina, Secretary; Tereasa Hufstedler, Treasurer; Maria Lewis, Abby Gogulski, Patti Adams, Joanne Coy, Angela Fowler, Mary Johnson **Absent:** Joanne Coy,

- III. **Approval of January 2023 minutes-** Tereasa moved to approve, Patti seconded, all approved.

- IV. **Officer reports**
 - a. President- Amanda -
 - b. Vice Pres- Janice -
 - c. Secretary – Carmen
 - d. Treasurer- Tereasa- January report: (Located at end of minutes)

- V. **Committee Reports**

Audit – Patti

Checked balance sheets. Everything correct.

Banquet Committee Report – Patti

We have each contacted over two dozen venues in the Kalamazoo, Plainwell, Lawton, Paw Paw, Dorr areas for the 2023 Banquet. Options are:

- **Agyarko's Event Center** at 3054 9th St, Kalamazoo. (It was at one time Birches.) The room will hold 100 people and the cost is 100.00/Hr They have two caterer's to choose from with menu options starting at \$15.00 per person. I am waiting on menus to see what is offered. We would need 30% down to hold the space and balance due 1 month prior. They have a wireless PA system and an overhead screen at no extra charge. Tables and chairs can be set up as we choose. Tables are round. They clean up.

- **Orangeville Township Hall** Near Pine Lake Stables. The fee is 100.00 plus a 75.00 refundable security deposit. It can accommodate 130 people. Checking on availability of tables/chairs to be sure they have enough. Can bring in own food. We will do all set up, provide table covers, and do all clean up. Waiting for more info. Will need to use our PA system . Unsure of screen availability.
- **WMU Fetzer Center** Kalamazoo. Fee is 200.00 for the room and we must use their caterer. Have not seen menu/prices. Waiting on more info.
- **Orchard Hills Golf Club** Shelbyville No room fee. 100.00 set up fee. Must use their caterer and have 100 people min. Need more info.
- **Lake Doster Country Club** Plainwell. 350.00 for room. Need more info.
- **Heritage Hall** 622 Allegan St Plainwell Waiting for reply.

Will need to gather more information and decide in a future meeting.

Bylaws - Janice

Nothing to report

Clinic committee report – Amanda

- L Program - we are approved and live on the USDF site. Willow Ridge is providing test riders where possible and gave us a discount on facility rental in return for mentions for the facility in advertising and a free audit spot. Special thank you to Janice for completing most of the legwork on this!
- Body work clinic - full with one person on the wait list.
- Bit fitting clinic - 11 registered auditors and 5 horses for fittings. Would like to get 3 more fittings.
- Scribing clinic Feb 11 - 27 registered participants. Completed test run of technology on Friday 2/3 with Shari (thank you Carmen for assisting). Informational email will go to participants in the next few days with event information.
- Ride A test - Maria and I have collectively reached out to at least 5 potential clinicians and they have either not responded or declined the event. At this time, with the early show season, we are tight for time. I recommend we consider a "bigger name" clinician for the fall. Open to suggestions on higher level clinicians.

GLASS-ED Annual Show committee report – Mary

Ribbons ordered

GMO committee report - Amanda

Insurance - Tereasa

Marketing Committee Report - Carmen

Michigan Horse Expo

- Registered for 2023 – March 10-12
 - Need to get TV and other Expo things from Mary
 - Volunteers per last meeting
 - Carmen Friday until 4
 - Maria Friday or Saturday (can you do close Friday)?
 - Abby and Amanda Saturday
 - Janice (and niece) Sunday. Mary, do you want to help then too?
 - Last year we did a register to win of a free membership for all who registered during the Expo weekend window. Do we want to do that again?
 - Discussed free membership registration to be used between Expo and Kzoo Tack sale. Also register to win free audit to Bit Fitting Clinic. Possibly also reaching out to some past sponsors (like Stock Bubble) to see if they would like to trade a tie for giveaway for exposure at our table.

Saddle Up Magainze

Saddle Up does the Horse Expo Program too. The Marketing Committee would like to do both Saddle Up! Magazine in March (with show list per usual) and a full page in the Horse Expo Program promoting GLASS-ED in general and possibly visiting the booth. Cost would be \$325 for B/W to do both vs. \$150 just to do the magazine. Is this approved?

- Asking about a custom package. Full page bw for mag, half page color for program.

Website

- Updated color/format
- Virtual Show pages up to date
- Clinics up to date and taking registrations
- 2023 Show page up to date with everything we have and public
- L Program page completed
- Working on 2022 YEA winner page
- Will update sponsors once we have omnibus sponsor list finalized from Mary
- Will update show page once show schedule is finalized

Emails

- Show email sent 1/30
- Clinic email sent 2/1
- Will be sending L program email (will coordinate with Amanda/Janice)

Social

Promoting Clinics, Shows, Virtual Shows. Promoting YEA and omnibus sponsors still too.

- Current followers: 1,103
- Post engagement past 28 days – 1,267
- 21 new followers last 28 days

Membership Committee Report – Mary

58 members, 16 new members

Nominations – Abby

Nothing to report

Omnibus committee report - Mary

The cover page with schedule is ready. Waiting on final advertisers to start compiling. WE have \$295 in advertisers. Not quite the cost of printing.

I do need the “rules you should know” to be updated with the new averaging points rule, new points chart. And note of Free YEAs and Breed awards included. I’m not sure who on the rules committee is preparing that.

Rules - Janice

Point Keeper Committee report – Mary

No report

Show Committee Report - Carmen

2023 Show Host Renewal Turned In:

- Wyn Farm – May 6,7 (creating show bill for omnibus, has online prize list and entry)
- Pine Lake – May 20 (awaiting show bill / entry forms for website)
- Rivendell – May 27,28 (provided show bill, awaiting entry form)
- Willow Ridge – June 23,24 (provided show bill /entry form for website)

- Wyn Farm – July 15,16 (creating show bill for omnibus, has online prize list and entry)
- Rainbow Riders / Linda Cooper – July 22 (provided show bill, awaiting entry form)
- Countryside – August 6 (awaiting show bill / entry forms for website)
- Wyn Farm – August 12,13 (creating show bill for omnibus, has online prize list and entry)
- Pine Lake – September 9 (awaiting show bill / entry forms for website)

Verbal Commitments, No Paperwork:

- Derbyshire – June 25 ----- Not pursuing any longer

Annual Show Date:

- June 17

Questions:

- Wyn uses an online registration form. I asked her how groups that she has co-sanctioned with the past have handled liability verbiage. She said “I have not had any other groups give me a separate waiver. Anyone entering Wyn Shows just have to sign the USEF and Wyn Farm waiver. I am happy to add an GLASS-ED one as well if you have one! :)” I know that ADA gave Willow Ridge a waiver, so am surprised they didn’t for this show. Because they are signing a USEF waiver, do we fall under that umbrella since USEF is associated with USDF and we are a GMO?? How should we handle this?
 - Janice looking into the legalities of needing a waiver or being covered under the USEF umbrella.
- We say that all of our shows have L grads or higher. I assume this means those who are on the USDF L list up to date with education/Safe Sport? I know there is still time for L grads to become current... how do we handle it if they don’t?
 - Janice reviewing wording in the Show Host Rule Book pertaining to judges
- Mary asked about technical delegates. The Show Host Rule Book says they can be made available. I will reach out to show hosts to see if they want them for their particular shows or not. Considering removing from Show Host Rule Book for next year.

Show Evaluations – Abby

Nothing new until closer to show season

Year End Awards report – Mary

Discussion about YEA prizes. Any ideas send to Mary to vet out for feasibility.

Virtual Shows – Teresa

Mary has tests all ready for the judges and virtual season. Patti has judges lined up for virtual. Email decision since last meeting to add Intro A for those who want two trot-only options.

VI. Old Business:

Margaret Spencer Scholarship – 2 submissions thus far
Logo for next year possibly

VII. New Business:

Next meeting – March 5 6:30p meeting

Motion to close – Teresa made motion to close. Janice Seconded. Meeting adjourned 7:28pm.

Minutes submitted by Carmen Medina, Secretary

YTD income/expenses Jan - Jan 31, 2023	
income	
memberships @ \$55 (1)	\$ 605.00
memberships @ \$60 (1)	60.00
jr memberships @ \$15 (2)	30.00
YEA only @ 15 (2)	30.00
Bodyworks @ 45 (8)	360.00
nonmember bodyworks @ \$20 (2)	40.00
Bitfit @ \$20 (2)	40.00
Bitfit audit @ \$20 (2)	40.00
Sanction fees @ 25 (2)	200.00
L Program @ 100 (1)	100.00
scribble clinic @ .01 (1)	0.01
Macys caps reimbursement	43.41
	<u>\$ 2308.42</u>
expenses	
reimbursement Mary	\$ 1032.50
USDF	614.00
Macys caps purchase	43.41
WP #A	35.00
Pay Pal fees	83.67
	<u>\$ 1808.58</u>
next month expenses will show	
\$500 insurance	
\$ 69.99 reimbursement Patti (stamps + thank you card)	

5/3 Bank	
beginning balance	\$ 21,586.07
check (Mary reimbursement)	(1,032.50)
Debits (5-USDF)	(614.00)
Deposits	278.41
ending balance	<u>\$ 20,217.98</u>
<u>Deposit breakdown</u>	
cooper sanction fee	\$25
Macys repayment	\$43.41
Graff - bodyworks	45
3 membership @ \$5	\$15
	<u>\$278.41</u>