

GLASS-ED MEETING

Sunday, September 12th, 2023

I. **Call to Order-** 6:35 pm

II. **Establish Quorum-**

**Present:** Amanda Pitsch, President; Janice Smith, VP; Carmen Medina, Secretary; Tereasa Hufstедler, Treasurer; Maria Lewis, Abby Gogulski, Joanne Coy, Angela Fowler, Mary Johnson, Patti Adams

**Absent:**

III. **Approval of summer mid-summer update** - Janice moved to approve, Maria seconded, all approved.

**Approval of mid-summer committee reports:**

IV. **Officer reports**

a. President- Amanda - nothing to report.

b. Vice Pres- Janice – nothing to report.

c. Secretary – Carmen – nothing to report.

d. Treasurer- Tereasa- August report: (Located at end of minutes)

V. **Approval of treasurer's report:** Carmen moved to approve, Maria seconds, all approve.

VI. **Committee Reports**

**Audit – Patti**

Everything looks in order.

## **Banquet Committee Report – Patti**

Agyarko's Event Center 3054 9<sup>th</sup> St, Kalamazoo MI

Sunday, November 12<sup>th</sup> Banquet venue deposit was sent. Balance is due October 1<sup>st</sup>. I am meeting with Tamara at Agyarkos on Sept 12<sup>th</sup> to finalize details and menu.

For 2 entrée choices, 2 sides, roll and drink (table service) we will need to charge \$35.00 to cover food and room fee. Will need tax exempt info for non-profit so we don't pay tax. Need numbers by Oct 31<sup>st</sup>.

We may bring in food and drinks other than what catering we choose to use. (Cake or cookies, cheese/crackers, wine etc.)

We can setup at 11:00am with guests arriving at 12:30pm and dinner served at 1pm

Amanda has secured a guest speaker to talk about nutrition.

Carmen has been busy getting donations and silent auction items. Current sponsorships:

\$150 – Sparta Chevy

\$150 – Classic Equine

Current donation commitments (silent auction / prize):

- Leslie the Animal Communicator
- Dover Saddlery – Brighton
- Joanne Coy
- Dark Horse Therapeutics
- The Equimist
- Deb Barrett
- Excel Equine
- Dark Horse Saddle Fit
- Blain's Farm and Fleet
- Jennifer Vanderploeg (Art & Equestrian)
- Maria Lewis Photography
- Kim Dunlap
- Jan Arbogast
- Wyn Farm
- Aberdeen Farm
- Katrin Curtis
- Grand Rapids Griffins
- Carmen Medina
- Davidson Farrier for Virtual High %

Emails have gone out to all show hosts about prize/silent auction donations – have heard back from Wyn, Aberdeen and Willow Ridge, Countryside. Amanda is working with Caledonia Farmer's Elevator on some sort of donation/sponsorship still TBD.

We need everyone's help with donations and sponsorships!! Thank you, Joanne and Maria, for your donations! We all know SOMEONE who is in the horse profession – trainers, farriers, vets, body workers, farm stores, etc. **Can we make it a goal that each of us help will help secure a prize or silent auction donation?? Donation request letter attached.**

### **Bylaws – Janice**

Nothing to report.

### **Clinic committee report – Amanda**

#### L Program:

- Participants:
  - 10 paid for all 3 sessions
  - 4 paid for first session
  - 10 awaiting payments
  
- Auditors:
  - 2 paid for all 3 sessions
  - 5 paid for session A
  - 2 awaiting payment

Agenda for session A set, demo riders are scheduled. Need to confirm lunch menu and final details. I have the sound system to test to ensure it works due to having difficulties at the bit fitting clinic.

#### Long Lining Clinic – Kim Dunlap/Willow Ridge:

Dates and times are set. Finalizing rates but should be a great event. Will use horses on site, so this is like the shorter sessions we did on saddle fit, etc. Event is in March, so this is great as no one needs to haul horses in bad weather.

#### Ida Norris clinic:

Pine Lake is available to host on selected weekend. Need to get grant application in for TDF so we can determine pricing. Will be working on that in October. WDAMI is hosting Dolly Hannon the same weekend. Spoke with their President Sue M. about coordinating in the future to avoid overlaps and partnering on opportunities.

### **GLASS-ED Annual Show committee report – Mary**

Nothing to report.

## **GMO committee report – Amanda**

Need a delegate for the USDF convention for voting. Janice will check with Laurie Moore to see if she is attending, as she has in the past and has been our delegate.

## **Marketing Committee Report - Carmen**

### GMO Awards

Submitted the website for award consideration with USDF.

### Social

- Promoting sponsors/donors, 30<sup>th</sup> Anniversary Event, waiting to promote banquet until we have a date/price.
- Current followers: 1,166 (up 21 since June 14)

### Website

- Need to create registration form for Banquet (awaiting final details from Banquet committee)
- Need to complete 2024 Clinic page + registration form (awaiting final details from Education committee)
- Will need to tweak the membership form for next year to divide out city/state/zip for Mary, will also change the “breed” section to be a check box vs. a fill in the blank.

### Logo

- 6 versions emailed to board. Vote needed.
  - Vote taken (can vote for 2). Logo 3 gets 7 votes, logo 5 gets 8. Logos 3 and 5 win (a vertical and square).
  - Old logo will be used through the year. Kicked off for next year.
- Maria is going to work on a brand guide.

## **Membership Committee Report – Mary**

135 members. 19 of those members are signed up with 2 horses.

- Next year’s membership form needs to list the 8 breed award categories, so if they register for breed; they pick the category. This year I had too many people just filling in their breed and I had to go back and ask their category.
- If we continue the Virtual shows next year-- I would suggest for consideration; Members indicate if showing virtual or live and a fee for adding the addition format (Virtual or Live)
  - This was discussed. No formal decision was made.

## **Nominations – Abby**

Communication for nominations went out, another one is drafted. Hoping to make 2 more as reminders in the coming weeks. Nominations Close October 15th and elections will go out October 16<sup>th</sup>.

## **Current Board Terms Expiring**

- Amanda- Re-running
- Carmen- Re-running and nomination received.
- Maria
- Angela- Re-running and nomination received.
- Patti
- Tereasa

## **New Nomination**

- Kim Dunlap

## **Omnibus committee report – Mary**

Nothing to report.

## **Rules – Janice**

Nothing to report.

## **Point Keeper Committee report – Mary**

- We have 75 combinations actively showing this year in real time.
  - 9 of them are actively showing 2 horses live. One show to go.
  - 36 combinations actively showing in virtual. 1 showing 2 horses live and 2 horses virtual.
  - 4 other Virtuals are also showing 2 horses in live shows.
  - Virtual season is completed. A total of 22 combinations are actively showing Live and virtual shows.
  -

## **Show Committee Report – Carmen**

2023 Shows:

- Wyn Farm – May 6,7
- Pine Lake – May 20
- Rivendell – May 27,28
- Annual Show @ Pine Lake – June 17
- Willow Ridge – June 23,24
- Wyn Farm – July 15,16

- Rainbow Riders / Linda Cooper – July 22
- Aberdeen Farm – July 29, 30
- Countryside – August 6
- Wyn Farm – August 12,13
- Aberdeen Farm – August 27
- Pine Lake – September 9
- Aberdeen Farm – September 17

### Need to Discuss

- How should we handle conflicting show date requests?
  - Do show hosts have first right of refusal on their date until a pre-determined date and then that date is open? Are we still limiting 1 show per day (even with further distances)?
  - Are we OK with having all weekends in a month filled or does this hurt the whole regarding per-show participation?
    - 1 show per day only (regardless of geography). Set date for first right of refusal for current dates. After that date, all remaining dates are open.
- 2024 New Show Sanction Request – Rancho Santa Fe – Maria Selner
  - Discussion about my findings after a venue visit on 9/1 and how we should proceed.
    - Decided to hold off on sanctioning until a Spring visit to confirm arena is ready. Also, Show Host MUST shadow May Pine Lake Show. If arena is completed sufficiently and shadowing happens, we will late-add.
- Suggested rule changes specific to sanctioned shows/show hosts starting 2024:
  - Removing the in-person show-host meeting. Replacing with a virtual meeting, or just cancelling the meeting since we are working with established shows.
  - Change show host forms/payment deadline to January 31 of each year
  - Change show bills deadline for omnibus to February 14<sup>th</sup> of each year
  - Change show season to end the last full weekend of September.
  - Remove “support at shows” from the list of show host benefits.
  - Change the technical ambassador verbiage to say available via phone if requested by show host.
  - 3.1 Change verbiage to “A GLASS-ED Ambassador will be made available by phone to each show host for each show.” (we already agreed to this and it was changed in the show sanctioning info, but not in the rules)
  - 3.2 Eliminate all but C (these details should be up to the discretion of the show host, not us)
  - 3.3 Eliminate all together (these details should be up to the discretion of the show host, not us)

- 3.4 Eliminate A and B about splitting and combining classes (we should make a rule on how GLASS-ED will handle points for YEA regardless of if classes are split or combined).
- 3.5 Eliminate B (these details should be up to the discretion of the show host, not us)
- Based on the above, we should consider adding/changing “Chapter 4 – Year End Awards” Rules to state how we will handle point calculations regardless of combined or split classes.

### **Show Evaluations – Abby**

- Show evaluations went out as shows were happening and sent to distribute to about a week after each show.
- Overall good system- Draft email and Carmen sent emails for participants ahead of show to schedule send.
  - Improvements- Make drafts for all shows at the beginning of the season, have someone cover for fair week/ beginning of Eteam season.

### **Year End Awards report – Mary**

Making arrangements for garment bags and Boot bags for Point and % and embroidered halters for breed award. Ordered 1 boot bag to take to the imprint/embroider shop to see what works best.

- Do Western riders wear boot bags? Discussion about wearables (jackets or zip ups) or directors chairs.
- Decision – jackets/chairs

### **Virtual Shows – Patti**

- We held virtual shows in the months of May, June, July, and August. Judges were hired for both classical and western divisions from around the country.
- May: 25 classical and 9 western tests ridden; June: 37 classical and 18 western tests ridden; July: 41 classical and 17 western tests ridden; August: 35 classical and 14 western tests ridden.
- 196 total rides @ 20.00 per person Income of \$3920.00 before PayPal fees
- All results were returned to each individual by email (tests and show placings) Postage for mailing ribbons and a random test for May/June \$72.19
- July and Aug have not been mailed. Will only mail ribbons so cost will be less.

- Judges fees combined \$1,960 (\$10 per test). An additional pack of 1<sup>st</sup>-3<sup>rd</sup> strip ribbons were ordered to complete the year and give us some towards next year.

## **Youth – Abby**

Nothing since the beginning of the summer. Moving into the new fairgrounds was hard, but it is a potential to be a great facility.

Ideas for the upcoming year

- Youth dressage boot camp.
- Dressage parent 101
- How to get kids interested in Dressage?
- Ride a test

## **VI. Old Business:**

### **HWHP Gathering:**

Have approx. 13 people signed up. Need to determine if we will still hold or want to delay until next summer. Checking to see if we can transfer reservation to next summer. May be a bad time due to school sports and people being burned out from showing all summer on weekends.

- Decided to postpone till Spring. Possibly add a ride-a-test fuzzy show option at that time.

## **VII. New Business:**

For next meeting – Joanne wants to discuss incentivizing paying scribes.

Next meeting – October 8<sup>th</sup> @ 6:30.

Motion to close – Joanne made motion to close. Tereasa Seconded. Adjourned at 8:30 pm.

Meeting Minutes submitted by Carmen Medina, Secretary



## Glass-Ed August Finacial 2023 Report

### 5/3 Bank

Beginning Balance	\$21,866.19	annual lunches	\$52.48	virtual	\$80
checks	-\$1,124.67	virtual postage	\$72.19	sponsorship	\$150
USDF debit	-\$20.00	virtual judges	\$560.00		<u>\$230</u>
deposits	\$230.00	Pine Lake ground/stal	\$440.00		
	<u>\$20,951.52</u>		\$1,124.67		

### PayPal

Beginning Balance	\$7,838.00	virtual show	\$820.00
income	\$4,570.00	L Program	\$3,670.00
fees	-\$157.90	non compete membe:	\$70.00
	\$12,250.10	Holland Park	\$10.00
			\$4,570.00

Total Ending Balance \$33,201.62

On September 3rd I transfer \$8000 from PayPal into 5/3 Bank

### Balance Summary (8/1/23 - 8/31/23)

	Available beginning	Available ending	Withheld beginning	Withheld ending
USD	7,838.00	12,250.10	0.00	0.00

	USD
<b>Beginning Available Balance</b>	<b>7,838.00</b>
Payments received	4,570.00
Payments sent	0.00
Withdrawals and Debits	0.00
Deposits and Credits	0.00
Fees	-157.90
<b>Ending Available Balance</b>	<b>12,250.10</b>

Description	USD
General payment	2,940.00
Mobile Payment	730.00
Express Checkout Payment	900.00
<b>Total</b>	<b>4,570.00</b>

**Fees**

Description	USD
Payment Fee	-157.90
<b>Total</b>	<b>-157.90</b>

### Transaction History - USD

Date	Description	Name \ Email		Gross	Fee	Net
8/2/23	Express Checkout Payment ID: 6T205506UV2245116	Beth Kaltenbach c0farvee@yahoo.com	virtual	20.00	-1.19	18.81
8/2/23	Express Checkout Payment ID: 5BG6792665080963M	Beth Kaltenbach c0farvee@yahoo.com	virtual	20.00	-1.19	18.81
8/6/23	Express Checkout Payment ID: 1FF72442EX479314P	Jacob Moerdyke poeticfraud@gmail.com	virtual	20.00	-1.19	18.81
8/7/23	Express Checkout Payment ID: 8226086775647824H	Ashley McKnight larimeas@yahoo.com	virtual	40.00	-1.89	38.11
8/8/23	Express Checkout Payment ID: 57M10071EM5714641	Sara Calicchia secalicchia@gmail.com	non compete membership	35.00	-1.71	33.29
8/9/23	Express Checkout Payment ID: 2UG90336T59972216	Jan's Art jansart.net@gmail.com	virtual	40.00	-1.89	38.11
8/9/23	Express Checkout Payment ID: 77A12262FT0051531	Kerri Damm kerridamm@yahoo.com	virtual	20.00	-1.19	18.81
8/9/23	Express Checkout Payment ID: 67A179215W372691L	Kerri Damm kerridamm@yahoo.com	virtual	20.00	-1.19	18.81
8/9/23	General Payment ID: 4BU12243CD758553D	Kristine Downs kristine.downs@gmail.com	L Program	950.00	-28.41	921.59
8/9/23	Mobile Payment ID: 78J0879990478763N	kiersten Main kierstenmain@gmail.com	L Program	350.00	-10.47	339.53
8/9/23	Express Checkout Payment ID: 5C998641A5705870Y	Lauren Zandstra zandstra.lauren@gmail.com	virtual	20.00	-1.19	18.81
8/9/23	Express Checkout Payment ID: 2WJ01335BT094544E	Evelyn Bremer evedw1992@gmail.com	virtual	40.00	-1.89	38.11
8/10/23	Express Checkout Payment ID: 0UP409022A548734K	Catherine Shafer mcshafer85@yahoo.com	virtual	20.00	-1.19	18.81
8/10/23	Express Checkout Payment ID: 17B43441VV0612013	Angela Pequeno angiep71386@gmail.com	virtual	40.00	-1.89	38.11
8/10/23	Express Checkout Payment ID: 1TU617840D957435A	Abigail Gautreau abby.gautreau@gmail.com	virtual	20.00	-1.19	18.81
8/10/23	Express Checkout Payment ID: 5MV808232S7648646	Jaime Pearson pearso22@hotmail.com	virtual	20.00	-1.19	18.81
8/10/23	Express Checkout Payment ID: 65863286NP471005S	Tobey Elementary amwilson1018@gmail.com	virtual	20.00	-1.19	18.81
8/10/23	Express Checkout Payment ID: 8L861132XU994330B	Jaime Pearson pearso22@hotmail.com	virtual	20.00	-1.19	18.81
8/10/23	Express Checkout Payment ID: 39Y88406RP228431X	madie taft mtaft98@aol.com	virtual	40.00	-1.89	38.11

**Transaction History - USD**

Date	Description	Name \ Email		Gross	Fee	Net
8/10/23	Express Checkout Payment ID: 16X161433W048462E	Melissa Smith melissaburttsmith@yahoo.com	virtual	20.00	-1.19	18.81
8/10/23	Express Checkout Payment ID: 9MY2150022056733X	Melissa Smith melissaburttsmith@yahoo.com	virtual	20.00	-1.19	18.81
8/10/23	Express Checkout Payment ID: 20K08880JF750684H	Maria Selner maria_88_1999@yahoo.com	virtual	20.00	-1.19	18.81
8/10/23	Express Checkout Payment ID: 15C65501H2252011D	Maria Selner maria_88_1999@yahoo.com	virtual	20.00	-1.19	18.81
8/10/23	Express Checkout Payment ID: 5BR26270EB590962F	Maria Selner maria_88_1999@yahoo.com	virtual	20.00	-1.19	18.81
8/10/23	Express Checkout Payment ID: 6NJ07336AE202160D	Maria Selner maria_88_1999@yahoo.com	virtual	20.00	-1.19	18.81
8/10/23	Express Checkout Payment ID: 854150211T947984Y	Maria Selner maria_88_1999@yahoo.com	virtual	20.00	-1.19	18.81
8/10/23	Express Checkout Payment ID: 38296758N7497273E	Maria Selner maria_88_1999@yahoo.com	virtual	20.00	-1.19	18.81
8/10/23	Express Checkout Payment ID: 07T038763X597762N	Trudy Yost tyost62@gmail.com	virtual	20.00	-1.19	18.81
8/10/23	Express Checkout Payment ID: 2YY78055HC457302H	Trudy Yost tyost62@gmail.com	virtual	20.00	-1.19	18.81
8/10/23	Express Checkout Payment ID: 0LM57708WR633873G	Amanda Pitsch amanda@bairdcroft.com	virtual	40.00	-1.89	38.11
8/10/23	Express Checkout Payment ID: 10824316W1025221T	PATTI ADAMS pladams66@yahoo.com	virtual	40.00	-1.89	38.11
8/10/23	Express Checkout Payment ID: 8Y018240F2298541T	Tory L McBarnes torymcbarnes@yahoo.com	virtual	40.00	-1.89	38.11
8/10/23	Express Checkout Payment ID: 94E39176MF287850X	Megan Sedlak megan.sedlak@gmail.com	virtual	40.00	-1.89	38.11
8/11/23	Express Checkout Payment ID: 0GP63248FV9730115	Megan Sedlak megan.sedlak@gmail.com	virtual	40.00	-1.89	38.11
8/13/23	General Payment ID: 5SN03222UH653224F	Amanda Chambers amanda@gatewaystoragecenters.com	L Program	1,040.00	-31.10	1,008.90
8/14/23	General Payment ID: 8PV956479D052864N	Sara Calicchia secalicchia@gmail.com	L Program	950.00	-28.41	921.59
8/18/23	Express Checkout Payment ID: 1FJ34942WY353035K	Jennifer Vicarie jennifervicarie@att.net	Holland Park	10.00	-0.84	9.16
8/29/23	Mobile Payment ID: 5AP97224BW011821T	Whitney McIntosh whinny326@gmail.com	L Program	380.00	-11.36	368.64

Date	Description	Name \ Email		Gross	Fee	Net
8/30/23	Express Checkout Payment ID: 24X64339A2871123H	Bonnie Pursifull newsletters@bonniekrueger.com	non compete membership	35.00	-1.71	33.29