



NORTHERN MICHIGAN ASSOCIATION
OF WESTERN HORSE CLUBS

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NMAWHC BOARD MEETING

February 5, 2018

Present: Sandra Peterson-Stevens, Colleen Forton, Cathy Browe, Karen Duell, Cindy Gerou, Laura Boynton, Kelli DeWitt, Jodi Zenner, Tracie Hardy

Absent: Stephanie Carsten, Sarah Stalmack

Meeting called to order: 7:06 pm

Motion by: Sandra Stevens, second by Cindy Gerou

Meeting Location: Casalae Farms, LLC

President/Treasurer Report: President Stevens reviewed profit and loss statement December 2018-January item for paid memberships at each event. Discussed having a spreadsheet for banquet showing previous years for comparison. Licensing line item was defined as for the raffle. Postage, mailing service was defined as for the banquet invitations. Many phone calls were also made to remind members of the banquet and discussion on needing to improve this process. Discussion on awards expenses needing to count against the whole show year and not just coming out of the banquet fees.

Motion: Jodi Zenner moved to accept the profit and loss statement. Second by Karen Duell. Approved.

President Stevens presented the bank statement 1/22//18-2/5/18 showing account balance of \$13,434.31 in checking and \$997.49 in savings. One outstanding check from 9/11/17 to Sarah Stalmack for stall cleaning is still outstanding and President Stevens to follow up with her via phone call.

Motion: Jodi Zenner moved to accept the bank statement. Second by Kathy Browe. Approved.

Secretary Report: Minutes of January 8, 2018 distributed and reviewed.

Motion: Karen Duell moved to approve January minutes. Second by Kelli Dewitt. Approved.

36 **Old Business:**

- 37 1. Purchasing a computer-computer is needed for points program

38 **Motion:** Cindy Gerou moved to purchase a laptop computer for use of the points
39 secretary. Second Cathy Browe. Approved. Jodi Zenner to research quotes for a laptop
40 with at least an 8G memory stating refurbished machines have better warranties. Jodi
41 is also to research various points programs and to bring all quotes to the March
42 meeting.

- 43
44 2. Election of officers-slate of officers discussed

45 President-Sandra Stevens
46 Vice President-Kathy Browe, Kelli Dewitt
47 Secretary-Tracie Hardy
48 Points Secretary –Colleen Haveman, Jodi Zenner
49 Treasurer –
50 Social Media Director-Laura Boynton

51
52 Discussion that job descriptions need to be reviewed, revised and redistributed. The
53 Treasurer description included membership which was moved to points secretary duties
54 in order to streamline the incoming information. The membership spreadsheet needs
55 to be simplified.

56
57 Hope Ann Smeltzer has the ribbon box and books to pass onto the newly elected Vice
58 President.

59
60 **Motion:** Sandra Stevens moved to elect Tracie Hardy to board. Second received.
61 Approved.

62
63 Discussion for points secretary position person needs to be present in the booth during
64 the show which caused Colleen Forton to drop from running. She will assist the Vice
65 President with year-end awards. Jodi Zenner made promise to board that if elected as
66 points secretary all points will be completed at the end of each show.

67
68 After elections the 2018-2019 officers are as follows:

69 President-Sandra Stevens.
70 Vice President-Kathy Browe
71 Secretary-Tracie Hardy
72 Points Secretary-Jodi Zenner
73 Treasurer-(duties will be assumed by the President at this time)
74 Social Media Director (duties from the Vice President description) -Laura
75 Boynton

76
77 **Motion:** Kelli Dewitt moved to purchase an external hard drive for use by Secretary
78 Hardy. Second received. Approved. Jodi Zenner to purchase as she has the
79 club debit card and it will be brought to the March meeting and given to
80 Secretary Hardy.

- 81
82 1. Bank Records-Sandra to get reports 2014-2017 from Quickbooks as well as request all
83 statements from the bank for the last 3 years as there are no records that were handed

84 down from the past Treasurer to Jodi Zenner. The club will get documents in order and
85 search for someone to fill the Treasurer position. These documents will be brought to
86 the March meeting. Cindy Gerou will also access her records from any past meetings
87 and bring to the March meeting.

- 88 2. Discussion to still bring the Morgan Association and NMAWHC clubs together, however,
89 Morgan Association is changing their name and moving on with doing shows in Big
90 Rapids.
- 91 3. Anna Bays Memorial-club looking to go to the Record Eagle archives as Anna Bays
92 passed away in the late 80's to find any information (articles, pictures, etc) to make a
93 framed historical poster to display at the shows.
- 94 4. 4-H Tack sale March 3, 2018 9:30-3 pm in the same location. NMAWHC would like to
95 have a booth to sign up memberships. Booth fee is \$30.00. Cindy Gerou is to meet
96 Sandra Stevens to get the check in order to sign up for the booth. Sandra Stevens and/or
97 Jodi Zenner to man the booth. Cindy Gerou and Colleen Forton will have booths of their
98 own. Tracie Hardy is unable to attend the event.

99
100 **Motion:** Jodi Zenner moved that a drawing will be held for those that sign up at this
101 event and they will be entered into a drawing for a \$50.00 Anna Bays certificate to be
102 used towards any show fees during that weekend. Second received. Approved.

- 103
- 104 5. Grounds fee from the Northwestern Michigan Fairgrounds this year have been
105 increased to \$500.00 per day. Club awaiting contracts and fees may need to be
106 negotiated, otherwise show fees may need to be increased.

107
108 **New Business:**

- 109 1. Banquet-Discussion that facility was nice; food could be improve; entertain possibility
110 of having a potluck.
- 111 2. Spring Clinic-nothing to report at this time.
- 112 3. Fuzzy Feedback planning- Date 5/19/18, Steve Duell is a possible judge; Need to
113 advertise the event more. Horse and Pony club no longer wishes to partner with
114 NMAWHC and fees may increase to \$6.00 per class.

115
116 Hearing no objections, meeting adjourned at 8:56 PM. Motion by Kelli Dewitt , Second
117 by Karen Duell , motion carried. All in favor: Motion carried.

118 **Next meeting:** March 6, 2017 @ 6:30 pm @ Casalae Farms, LLC 920 East Silver
119 Lake Road North Traverse City, Michigan 49685

120 Respectfully Submitted,

121 Tracie Hardy, Secretary