

USDF FALL EXECUTIVE BOARD MEETING MINUTES

Teleconference
August 18, 2010

This document is edited for posting on the USDF web site and is not the official or a complete version of the minutes of this meeting.

Attending:	George Williams, President	Melissa Creswick, Vice-President
	Janine Malone, Secretary	Steven Schubert, Treasurer
	Alison Head, Region 1 Director	Fern Feldman, Region 8 Director
	Sandi Bishop, Region 3 Director	Bess Reineman, Region 9 Director
	Lloyd Landkamer, Region 4 Director	Stephen Hienzsch, Executive Director
	Theresa Hunt, Region 5 Director	Cindy Vimont, Staff
	Donna Longacre, Region 6 Director	Kathy Robertson, Staff
	Terry Wilson, Region 7 Director	Kim Sodt, Staff
		Sam Barish, Past President

Absent: Ken Levy, Region 2 Director

Call to Order and Agenda Review (Additions/Corrections) - George Williams

George called the meeting to order at 8:05 pm. George added an agenda item on corrections to the freestyle score sheets. Cindy added an agenda item on the status of Volunteer of the Year nominations. **Janine MOVED and Alison SECONDED a motion to approve the amended agenda. MOTION CARRIED.**

Recommendations from the Historical Committee regarding HOF and LAA – Kim Sodt

The EB discussed the Lifetime Achievement Award (LAA) nominations.

Melissa MOVED and Donna SECONDED a motion to send a recommendation to the Historical Committee to explore creating another tier of national awards focused on regional service. The EB discussed combining this possible new award with the regional volunteer awards, which haven't been very well supported in some regions. Theresa said that Region 5 awards a regional LAA award. **MOTION CARRIED unanimously.**

USDF Freestyle Test Corrections and Approval

Janine explained the corrections she recommended for the Freestyle, PDD and Quadrille score sheets and guidelines documents. **Alison MOVED and Bess SECONDED a motion to approve the freestyle, PDD and Quadrille score sheets and guidelines with the corrections sent in by Janine. MOTION CARRIED unanimously.**

Report on the USEF/USDF Summit held in June – George Williams

George said USDF was represented at the meeting by EB members including himself, Janine, Lloyd and Alison. Also attending were Roberta Williams and Roz Kinstler as USDF youth programs representatives and staff members Cindy, Stephan, Kathy and Kim. Some members of the USEF Dressage Committee attended, as well as USEF staff members Jim Wolf, Sally Ike, Eva Salomon, Jennifer Keeler and Jenny Van Wieren. Howard Pike was the moderator. During the meeting, programs currently organized by USEF high performance, FEI Affiliates (national programs) and USDF were discussed. The purpose of the programs was discussed. Jim would like to see all the FEI disciplines use the same process for NAJYRC selection procedures. USEF wants input into the youth programs but understands that it should not tell USDF how to run its own programs. EB members asked questions on the discussions in the meeting and future plans.

2011 Trainer's Conference recommendation – Kathie Robertson

Kathie said that the Instructor Trainer Committee has recommended no Trainers' Conference be held in 2011, due to several factors. They recommend enhancing the 2011 symposium and convention to expand education for trainers, instructors and HP riders. Janine is concerned that they have recommended an educational session to be held during the BOG, which is the kind of conflict that the EB has avoided, and will not only take qualified people out of the BOG, but will also potentially reduce the number of trainers, etc. who agree to serve as delegates. Kathie responded that the group is trying to work within the current convention schedule and that they want to expand the current

scheduled educational session that takes place during the BOG. Steven and others are opposed to putting an educational session during the BOG. The IT Committee also wants to minimize travel for instructors so that they can attend both a Trainers' Conference and convention in one trip. Some were opposed to having a symposium on Saturday and a closed session for trainers on Sunday. The EB discussed various options for sessions during the convention. It was recommended to send our concerns back to the committee regarding having a session during the BOG.

Stephan explained that the symposium planned for San Diego in 2011 will be expensive for USDF. A two day program is needed to support the symposium financially. He noted that the BOG ends at noon on Friday. Perhaps a Trainers workshop could be held on Friday afternoon. It was agreed by the EB that the symposium and trainers' conference are two different markets. The symposium is geared mainly for amateurs where the trainers' conference is more for professionals. It was again recommended that the ideas discussed should go back to the committee for consideration. Fern noted that continuing education requirements must be met by the instructors but Alison clarified that the requirements could be met outside the convention. **Donna MOVED and Terry SECONDED a motion that the EB recommendations and concerns be sent back to the committee. MOTION CARRIED.**

Recommendation from the I/T Committee regarding current Associate Instructors – Kathie Robertson

Kathie said that the Instructor Trainer Committee had previously recommended discontinuing the Associate Instructors designation, which was accepted by the EB. Since then, a lot of the Associate Instructors (AI's) have sent letters objecting to the plan. The IT Committee stands by its original recommendation to discontinue the program but now recommends allowing the current AI's to continue as long as they meet the other requirements. **Steven MOVED and Janine SECONDED a motion to table the discussion at this time and send all emails on this discussion to the entire EB. MOTION CARRIED unanimously.**

Volunteer of the Year

Cindy reported that, at this time, USDF has received no nominations for VOY and only a few nominations for regional volunteer awards. This continues the same trend as in previous years. Lloyd requested that Cindy send out a list of nomination criteria so that he could send it to his regional contact list. Other RDs agreed that they can forward the information within their regions. **Terry MOVED and Fern SECONDED a motion to extend the deadline 30 days for the national and regional volunteer of the year awards. MOTION CARRIED unanimously.**

Report on Web Redesign Project – Stephan Hienzsch

Stephan reported that USDF has received four applications for the web site redesign project, and has completed interviews with the applicants. Follow ups to the applications have also been completed. Staff is prepared to make a recommendation regarding the company that should be hired for the project. Staff has also completed and tabulated the member survey related to the project. Staff was also asked to submit a list of the top issues they feel need to be improved on the website based on their feedback from member interactions.

The top web redesign applicant provided a cost estimate to completely redesign the web site, but they felt we don't need that. The web site works, so they felt they could help our current staff to complete the updates. All four applicants for the project bill on a per hour basis. A full rebuild from the most qualified vendor was the highest cost, but the evaluation on what is needed varied widely with a big range in cost. Hensley Elam and Associates in Lexington, KY seemed to be the best qualified to do the job. They are knowledgeable about the program languages we currently use and were supportive of working with our current staff to make the improvements. Stephan doesn't think USDF can work on a serious web redesign project until 2011.

George adjourned the meeting at 10:05 p.m.

Respectfully submitted,

Janine W. Malone
USDF Secretary