

USDF EXECUTIVE BOARD MEETING MINUTES

Teleconference
October 26, 2010

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Attending:	George Williams, President	Melissa Creswick, Vice-President
	Janine Malone, Secretary	Steven Schubert, Treasurer
	Alison Head, Region 1 Director	Bess Reineman, Region 9 Director
	Ken Levy, Region 2 Director	Stephen Hienzsch, Executive Director
	Sandi Bishop, Region 3 Director	Cindy Vimont, Staff
	Lloyd Landkamer, Region 4 Director	Kathy Robertson, Staff
	Theresa Hunt, Region 5 Director	Erica Minks, Staff
	Donna Longacre, Region 6 Director	Deborah Dunivant, Staff
	Terry Wilson, Region 7 Director	Connie Huy, Staff
	Fern Feldman, Region 8 Director	Sam Barish, Past President

Guests: Roberta Williams, FEI Jr/YR Committee chair; Rosalind Kinstler, Youth Programs Committee Chair

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

George called the meeting to order at 8:05 pm. George reminded the EB of the confidentiality requirement. An agenda item was added regarding approval of the 8.19.10 meeting minutes. Stephan requested that the associate instructor item be moved to the end of the agenda. **Terry MOVED and Sandy SECONDED a motion to approve the agenda. MOTION CARRIED.**

Approval of 8.19.10 EB Meeting Minutes

ALISON MOVED and Bess SECONDED a motion to approve the 8.19.10 EB meeting minutes. MOTION CARRIED. Melissa and Steven ABSTAINED since they were not on the call.

USEF Youth Sportsman Award – Review of Nominations. Discussion Includes chairs of the Youth Programs and FEI Jr/YR Committees. (Discussion included Roz Kinstler and Roberta Williams, Chairs of Youth Programs and FEI Jr/YR Committees)

It was suggested that each regional director introduce the nominee for their region. Terry suggested that a straw poll be taken prior to extensive discussion in order to focus the discussion on the most supported candidates. George read the name of each nominee and asked if there was EB support of the nominee. EB members discussed each candidate.

Roberta Williams stated that the two top USEF awards for which USDF can nominate candidates are the Youth Sportsmanship and USEF Junior Equestrian of the Year. She felt that the Equestrian of the Year award is more competition oriented. The EB discussed each individual in the group of top candidates. **Janine MOVED and Fern SECONDED a motion that Isabel Leibler be chosen as the USDF nominee for the 2010 USEF Youth Sportsman Award. MOTION CARRIED unanimously.** Roberta and Roz left the meeting.

Erica stated that we need to choose an alternate nominee. **Sandi MOVED and Bess SECONDED a motion to select Sadie Lahey as the alternate USDF nominee for the 2010 USEF Youth Sportsman Award. MOTION CARRIED unanimously.**

At-Large Director Bylaws and Housekeeping Bylaws – Approve language for Web posting – Alison & Deborah (EB updated 10/22/10)

Confusion was expressed as to what was to be discussed and voted during this meeting. Deborah explained the language that was changed from the version of ALD Bylaws proposals that was approved during the 10.19.10 EB conference call. Some language was removed from the ALD Bylaws proposal that was approved by the EB since the staff felt that particular topic does not directly relate to the ALD changes.

Stephan clarified that staff is recommending an amended document to be posted on the website containing only the ALD changes. **Janine MOVED and Alison SECONDED a motion to approve the 10.22.10 draft of the ALD Bylaws change proposals to be posted on the USDF website.** Alison requested that a letter explaining the document be posted with the proposal. **MOTION CARRIED unanimously.** Deborah reviewed the housekeeping proposals and other changes to be considered by the EB for posting on the website. The EB discussed a proposal approved during the spring EB meeting requiring verbal or electronic check-in prior to the BOG session in order to vote. The EB discussed the reasons for this proposal and possible alternatives to ensure that votes are not cast by anyone other than the assigned delegate. **Donna MOVED and Alison SECONDED a motion to approve a revised Bylaws proposal requiring verbal or electronic check-in prior to voting.** No deadline for check-in would be part of the proposal. The EB extensively discussed the pros and cons of this language. **MOTION CARRIED. Sandi ABSTAINED.** Deborah continued to review the Bylaws change proposals. **Sandi MOVED and Ken SECONDED a motion to post the complete Bylaws change proposals on the USDF website. MOTION CARRIED unanimously.**

Preliminary Budget – Steven Shubert

Stephan explained that the preliminary budget information sent to the EB included budget assumptions, a draft of the budget proposal and a list of questions and answers to questions posed to staff by Steven. Steven said that he has made a detailed review of the budget and noted that the budget is balanced. He expressed concern about the projected expenses for the FEI Jr/YR Youth clinics and the fact that several sponsorships are expiring in 2011. He particularly expressed concern about the projected \$36,000 subsidy of the FEI Jr/YR clinic series. George felt that we might want to reduce the number of clinics or condition the number of clinics on sponsorship. Ken felt that the BOG will not support such a large expenditure for a small group of Juniors and Young Riders. The EB discussed issues related to the clinic series. Stephan noted that, at the USEF/USDF Summit meeting in June, there was discussion of USDF holding more clinics for Youth. It was noted that the proposed budget shows approximately \$90,000 in losses for youth programs and staff support. Steven indicated his support for the increased expense for staff that is included in the budget. He also expressed concern over the National Championship fund, since it is currently over \$600,000. He anticipates continued discussion by BOG over the future of the fund. It was clarified that the BOG must vote again if it wants to authorize use the National Championship fund interest income for operating expenses.

Stephan noted that the draft budget must be posted on the USDF website by approximately November 1. Ken asked about the ad revenue for *USDF Connection*. Stephan explained that the ad revenue is continuing to drop dramatically and is reflected in the proposed budget. He explained advertising trends and how USDF continues to be affected. **Janine MOVED and Theresa SECONDED a motion to approve posting of the 2011-2012 draft 2 budget on the USDF website.** It was recommended that staff consider possible reductions to the Youth programs budget prior to the convention. Ken expressed concern about the level of risk associated with this budget considering the number of questionable revenue sources. Stephan noted that this is the first time in many years that USDF has had a balanced budget at this stage of the process. He also noted that both projected revenue and expenses are lower than in the 2010-2011 budget. The budgeted reserve amount is 2% which is higher than the 1% amount required. He also clarified that the building has been fully paid for in the last 1-2 months and there is currently no mortgage or debt. He emphasized that no member dues or fees were used for the building. Stephan is planning to make a separate capital fund request that will hopefully be paid for by remaining income coming in from the Capital Campaign. **MOTION CARRIED** unanimously for the motion.

Associate instructors – Follow up agenda item from last call (Member feedback sent to EB by Kathie Robertson on 8-18)

Deferred to next meeting.

USEF Award Nominations – George

George noted that he asked Stephan to put forward Steffen Peters for USEF Equestrian of the Year and Ravel for USEF Horse of the Year consideration. In the future, USDF should consider possible USEF Award nominees further ahead of the deadline.

Direction of Regional Championship Qualifying Fees and National Championship Fund – Steven Shubert

Deferred to next meeting.

Other business

There was no other business.

George adjourned the meeting at 10:07 p.m.

Respectfully submitted,

Janine W. Malone
USDF Secretary