

# MINUTES

## All Dressage Association

---

*Date | time* February 13, 2018 | *Meeting called to order by* Laurie at 7:08 pm

---

### In Attendance

---

Laurie Moore, Whitney McIntosh, Phyllis Walsh, Annelies DeVink, Kelly Steele, Lori Ann Thwing, Fran Cillella

Guest-Paul Moore

Absent-Meike Vollmers, Kim Bench, Amy Schierbeek, Anna Millard, Suzannah Simon

---

### Approval of Minutes

---

The Minutes were read, Lori Ann made a motion to accept minutes, Fran seconded & minutes approved.

---

### Officer's Reports

---

#### President-Laurie Moore

- Quorum requirements: 5 Board members with 2 being officers
- Absences: 3 consecutive meetings or 4 meetings in one year shall result in the board member no longer having voting privileges
- Laurie requested that board members please type out each committee report & email it ahead of the meeting, also if not in attendance at a meeting put your report onto Google Drive
- Laurie is working on the President's letter for the Omnibus, will include information about Championship classes that were discussed & voted on at last meeting, she will include some information from the ADA membership survey & encourage riders to work towards qualifying for the Great Lakes Regional Schooling Show Championships at Rattlewood Farm.

#### Vice President-Whitney McIntosh

- No report

#### Treasurer-Annelies DeVink

- Annelies is navigating through Quick Books. She needs Dolly Hannon's address to pay two-thirds of the airfare (\$331.00) & the 2017 Concord Ridge bill (\$286.00). She paid bills, taxes & the USDF membership fees.

#### Secretary-Phyllis Walsh

- Passed out a copy of the ADA By-laws for reference. Goal is to have the Minutes typed up a week after the ADA meeting & post on the FB ADA group & on Google Drive.
- 

### Committee Reports

---

#### Guest-Paul Moore

- Zoom app- Paul showed us how to install the Zoom app to enable us to have remote meetings, URL goes on FB group. He will email URL to Lori Ann to post. Zoom app downloaded by-Lori Ann, Kelly, Whitney, Laurie, Fran, Annelies & Phyllis while at the meeting. Absent board members please try to download this before the next meeting. Share Content feature on the app will allow you to share pictures & documents. Lori Ann suggested putting stuff into Google Drive first.

- PayPal-ADA website needs this installed. Paul will work on connecting PayPal to the 2018 Membership form & have the option to type directly on the form. Meike might need to talk with Paul about PayPal. ADA will pay the PayPal fees, these will not be an additional fee for members. Paul explained that the membership form will then export data to the membership person Meike.

### **Membership-Meike Vollmers**

- Absent but sent in her report remotely & Laurie read-36 members to date & we need our Junior ADA representative Anna to complete her membership please. This is a requirement from the USDF.
- At last meeting requested that PayPal be installed on the ADA website. Paul is going to install & also

### **Clinics/Education-Kim Bench**

- Sent in her report remotely-The Dolly Hannon clinic on March 23 & 25 is full & she has a waiting list, all participants have paid clinic fees but still need to collect from the riders at Concord Ridge yet. The Katie Foster clinic on April 14 & 15 still has openings. She will continue to promote on FB.

### **Show Sanctioning-Amy Schierbeek**

- Thomet Stables needs someone to run their ADA shows. Lori Ann will post this on FB.
- Sent in her report & a form about the new ADA travel grant. Lots of great ideas & then discussion about. Proposed changes-  
Please add wording Great Lakes Regional Schooling Show Championships at Rattlewood Farm, Participant needs to get \$75.00 of new sponsorship which would be Year End Award Sponsors, (benefit to these sponsors-name goes in banquet program, this money will go into a fund & the ADA will use it to buy year end prizes), Change amount of time to 5 hours instead of 4.  
A committee will be developed to read through the essays to determine the award winners.

### **Banquet/Silent Auction-Annelies DeVink**

- Annelies had contacted Thornapple Pointe, English Hills, & The Bluff prices range from \$25-\$35 per person. Kelly will contact Noto's. Annelies will put the information on Google docs then create a FB poll with the options to vote on. Once the venue is determined she will reserve for 11/17/18.

### **Omnibus-Phyllis Walsh**

- Omnibus needs to be reformatted & updated. Lori Ann & Phyllis will work on this. Need the President's letter updated, & will include information on the Great Lakes Regional Schooling Show Championships at Rattlewood Farm, information about Travel Grants to GLRSSC & a thank you page to 2017 ADA sponsors.

### **Sales/Merchandise-Kelly Steele**

- Kelly reported that she purchased a cash box, & that she has clothing items left over from last year & will make an inventory list to put on the Google drive. She had some great ideas for new items with our ADA logo embroidered on. Kelly asked for a budget of \$1,000.00 for new merchandise. Whitney made a motion, Lori Ann seconded & motion passed.

### **Web based Communications-Lori Ann Thwing**

- Lori Ann requested that each board member should put everything in Google Drive. Each person has their own folder. Put docs onto ADA FB group, Google Drive into that month's meeting folder. Absent board members should put reports into their own folder & into the month's folder as well. Please do NOT edit anyone else's document. She will add the ADA logos.
- Laurie has many ADA documents from previous years that will be scanned & put in Google Drive.

### **Points-Fran Cilella**

- No points yet. Wants to propose a possible change for the USDF awards & will discuss at the next meeting.

### **Sponsorship/Advertising-Fran Cilella**

- She sent out letters to 2017 sponsors with a self-addressed stamped envelope but has not received anything back yet. Fran handed out an updated sponsorship form. She would like to add a Bronze level to the sponsorship options. This would be \$40.00. Lori Ann made a motion, Annelies seconded & motion passed.

### **Scholarship-Kim Bench**

- Sent her report in remotely. Discussion about updates & changes on the ADA Scholarship Form. Fran made a motion, Kelly seconded & motion passed.
- Changes-please update the logo on scholarship forms, need to volunteer for 10 hours at ADA sponsored events (expos, shows, clinics), hours must be split between 2 or more venues, find 2 sponsors at the sponsorship Silver level (\$75.00 each, \$150 total), please mail to Kim Bench with address & remove the wording 3 hours at ADA annual show.

### **Newsletter-Lori Ann Thwing**

- Lori Ann has some great ideas & would like to have a newsletter every other month. The Century Club was contacted about the three ADA members that completed Century Club rides over the past two years. They have shared those articles & pictures & gave permission for the ADA to publish these in our newsletter.

### **USDF Representative-Laurie Moore**

- **No report**

### **Junior Board Member-Anna Millard**

- No report

### **Tack Shop Liaison-Kelly Steele**

- Kelly is working with both Millbrook & Classic Equestrian with the ADA merchandise items & for year end banquet prizes.

### **Tribute Partnership Program-Phyllis Walsh**

- No report

---

### **Old Business**

- No old business.

---

### **New Business**

- Suggestion was made to have Ring Stewards at every show that check each rider's tack.

---

### **Announcements**

- No announcements

---

### **Adjournment**

Motion was made to adjourn meeting & meeting adjourned at 9:40 pm.

---

### **Next Meeting**

Tuesday March 6, 2018, 7:00 pm at Mill Steel Company 5116 36<sup>th</sup> Street SE Grand Rapids, MI 49512