



Directors' Meeting – Monday, March 6th 2017 at Westside Stables

VIHJA Position	Contact	
President	Leanne Creed	Present
Vice President	Katie Hourigan	Excused
Treasurer & Memberships	Cathy Totten	Present
Secretary & Communications	Heather Love	Present
Competition Points	Diana Lewall	Present
Benefit Show - Sponsors & Prizes	Erin Robinson	Present
Jumps	Meghan Rawlins	Excused
Hunt Ball Coordinator	Victoria Strongman	Present

Meeting called to order at 6:37PM

Agenda:

1. Review Past Minutes
2. Review Financials
3. Membership
4. Website
5. Hunt Ball
6. Jumps
7. Other

1 – REVIEW PAST MINUTES

Heather read minutes from past meeting on January 9 2017: The only question that remained unanswered from that meeting was regarding jump storage, and where we are in terms of payment. Leanne will follow up on this. No further action items, all directors agree to adopt minutes as read.

2 – REVIEW FINANCIALS

Cathy advised that the association has approximately \$20,000 in cash, and \$40,000 invested in GICs. She wondered if we should buy another GIC, but decided to wait until we determine budgetary requirements before determining this.

There are three outstanding accounts from last year: two of these were from the Benefit Show, and Judy Cumming will be dealing with these two directly, and the third was an unpaid sponsorship payment.

Upon reviewing, we've confirmed that the sponsor had, in fact, paid their bill but it had not been recorded so that issue is resolved.

3 – MEMBERSHIPS

Heather advised that she has been working with a parent volunteer who has experience in web design and has created an online membership form for the association. This is available to go-live at any time, we will just need to add the plug-in to include PayPal. PayPal fees are 2.9% plus \$0.30 per transaction, which is entirely manageable. This year the membership fee has already been determined to be \$21 (including tax). There will be a premium for online memberships this year to cover the PayPal fees, so we will charge \$22.50 for online membership.

Directors took a vote to increase the membership fee in future years to \$25, including GST, for all memberships (whether done online or via paper form).

There is one issue regarding the signing of liability waivers, which is currently not set up to do online. Heather is to be in touch with Capri Insurance on this issue to see how we can make this work. Will be in touch with the other board members regarding this once more info is obtained.

All approve of online membership facility, and Heather will go-live with that as soon as possible.

In terms of communication, Cathy has revived the ConstantContact account which has made member based communications easier. The new online membership form will allow import into ConstantContact which makes it so we can have more up-to-date contact details for members.

4 – WEBSITE

Heather advised that she will be trying to integrate the website with Facebook so that blog posts go directly to Facebook. This will be worked on with help from a volunteer. Wondered about leveraging the website more so it is used more, and what kind of content should be included. The board determined that content on the website should be for promoting the hunter/jumper discipline on the island in the forms of shows, clinics, and the like that are open to all and promote the sport, but we should not be a directly promoting individual businesses, or competition between member businesses.

We discussed the possibility of maybe including some advertising opportunities for the future to generate additional revenue if this is desired by member businesses.

5 – HUNT BALL

Victoria has been reviewing several venues to hold the Hunt Ball. Last year's Hunt Ball lost money due to last minute planning (Victoria had to step in late in the game) and the date coincided with the Appy Banquet, which made for lower attendance. Victoria would prefer to choose a hotel, as we have many out-of-town members that like to/need to be able to stay overnight. Victoria's preferred options so far are Bear Mountain and Oak Bay Beach Hotel. Leanne noted that the last time Hunt Ball was held at Bear Mountain it lost quite a bit of money, which is a concern for holding it there again. OBB is a good option

as they waive their room fee if the event has more than 120 people, and they donate half their proceeds to charity. We want to ensure that there is no conflict again with the Appy Banquet – Diana advised they do not yet have a date for their event. Currently we're looking at late November, or in the first few days of December.

We discussed going to 3rd instead of 4th for prizes so that we could either do better prizes for the 3, or save a bit of money by not having to do a 4th. It was agreed that since we've made changes to the point system for this year (as per the AGM), that we'll leave it to 4th for this year and see how the point system works out in terms of awards. Look to future years to change to 3rd place.

The scholarship program isn't being used as well as it could be. Perhaps instead of doing several small scholarships as awards, we could have a couple higher value scholarships that can be applied towards clinics or horse shows. We can take applications for these scholarships and vote on who wins as a board, and announce winners at the Hunt Ball.

Victoria has access to lots of silent auction items via her work, and we can continue to do this to help subsidize the hunt ball.

Targeting around \$60 maximum for Hunt Ball ticket price.

6 – JUMPS

Meghan not in attendance, so Leanne discussed jumps:

Peter advised that some new poles were needed, and we agreed as a board that we should buy some good quality poles for the shows. Peter advised we could purchase 50 poles for \$37 per pole, untreated and unpainted, 4" (total \$1850). We agreed to advise Peter to proceed with the purchase.

Peter mentioned there were some issues with the boxes purchased last year and they did not hold up very well. We will see how the April SSITS show goes, and if there is anything missing in terms of jump equipment and Peter/Meghan can let us know what is needed, then we can meet to discuss.

Victoria mentioned that when she arranged to have sponsored jumps they were supposed to have a limited contract where they would have to re-pay to maintain their jump. So far, this has not been followed up on. Erin will follow up on this with the contact info that was provided by Victoria, and we want to renew for \$300 per jump on a 2 year rotation. If the sponsor does not renew, they can take their signage back.

Next meeting we will discuss jump painting – Erin advised she may have a sponsor lined up to do this work for us at cost, but she will need a jump inventory as well.

7 – OTHER

New societies act: There is a new societies act in BC that came into effect November 28, 2016 and requires full compliance for November 28, 2016. There's really no sense in dragging our feet on this one. Part of this requires electronic filing of annual reports as well as directors' information, society

constitution, and bylaws. Heather has already set up the online access to this and has filed the annual report for 2016 online. Heather will obtain the remaining information and file that electronically as well, but before that is done the board will review the constitution and bylaws to ensure that everything is up to date.

Benefit show: It was previously voted on that Judy Cumming would run the Benefit Show again for 2017. Erin advised she would like to have the program ready for May SSITS so it can be distributed at that show. She will have it prepared for beginning of April so that it can be reviews and allow time to get to printers.

There was a lot of success with the Benefit Show last year and Erin is working on further streamlining of sponsorship and prizes.

Budget: We will further discuss the costs of new jumps, plus Hunt Ball at the next meeting. Until then we will hold off on the purchase of a new GIC.

Meeting adjourned. Next meeting to be held on Monday, May 8th 2017 at 6:30 PM at Westside Stables.

*these minutes have not been adopted. It is anticipated these will be adopted at the next meeting.