



**VANCOUVER ISLAND HUNTER JUMPER ASSOCIATION**  
**2019 Annual General Meeting**  
**February 24, 2020, 6:30PM**  
**Oak Room, Saanich Fairgrounds**

<b>VIHJA Position</b>	<b>Contact</b>	
President	<a href="#">Leanne Creed</a>	Present
Vice President	<a href="#">Michelle Roberts</a>	Present
Treasurer	<a href="#">Riki Davies</a>	Present
Secretary	<a href="#">Heather Love</a>	Present
Memberships	<a href="#">Michelle Irwin</a>	Present
Points	<a href="#">Norah Ross</a>	Present
Benefit Show	<a href="#">Erin Robinson</a>	Present
Jumps	<a href="#">Meghan Rawlins</a>	Present
Hunt Ball	<a href="#">Victoria Strongman</a>	Present

1. Call to Order – Introductions
  - a. Meeting was called to order at 6:35. Motioned by Meghan Rawlins, seconded by Andy Lafontaine.
2. Additions to Agenda
  - a. Additions to be reviewed in new business at the end of the meeting:
    - i. Consideration of lifetime achievement award for Judy Ross
    - ii. Coach licensing
    - iii. Financial matters & governance, dual signing authority
    - iv. Hunt Ball feedback
    - v. Jump equipment proposals
    - vi. Consideration of an additional director position
3. Approval of AGM Minutes from 2018
  - a. Heather reviewed and read the 2018 minutes, which were made available to members in attendance at the meeting. After determining no further discussion was desired, Heather requested a motion to accept the minutes as read. Motioned by Andy Lafontaine, seconded by Erin Robinson.
4. Financial statements



- a. Review of financial statements revealed that overall, for 2019 the association had a net income of \$10,255.90.
    - i. Benefit Show earned \$10,701.62
    - ii. Hunt Ball earned \$4,231.29 (it is noted that 60% of the VIHJA fee revenue is allocated to Hunt Ball, consistent with the old VIHJA number fee being allocated for this purpose)
  - b. Michelle Roberts inquired regarding an increase in office staffing costs. Riki indicated this is due to show management fees being included in office staff fees, rather than being accounted for in a separate account.
  - c. Andy Lafontaine inquired regarding radio costs. He wondered if this was new equipment. We advised during the year we purchased new radio equipment for better communication between office, jump crew, and judges.
  - d. Michelle Irwin inquired regarding 'thank yous.' We confirmed that trainer gifts are accounted for under expenses for the Benefit Show, and Director honoraria are included under other expenses.
5. Election of new OFFICERS and DIRECTORS
- a. We deferred election to the end of the meeting in order to take a vote on adding a new director, Community Engagement.
  - b. We had exactly one nominee for each category. Each nominee accepted their nomination, and the new board was elected.
    - i. PRESIDENT: Leanne Creed was nominated and elected.
    - ii. VICE PRESIDENT: Michelle Roberts was nominated and elected.
    - iii. TREASURER: Riki Davies was nominated and elected.
    - iv. SECRETARY: Heather Love was nominated and elected.
    - v. MEMBERSHIPS: Karissa Dahl was nominated and elected.
    - vi. POINTS: Norah Ross was nominated and elected.
    - vii. BENEFIT SHOW: Erin Robinson was nominated and elected.
    - viii. JUMPS: Shondra Ronan was nominated and elected. It was noted that Meghan Rawlins has offered to assist Shondra.
    - ix. HUNT BALL: Victoria Strongman was nominated and elected.
    - x. COMMUNITY ENGAGEMENT: Kayleigh Janssen was nominated and elected.
6. New business
- a. Lifetime achievement award for Judy Ross, proposed by Norah Ross.



- i. The board has discussed this over the past year and wanted to present it to the members, as it would represent a draw from our funding. The response was positive to creating an award for Judy. The board will decide whether to present the award at the Benefit Show or the Hunt Ball.
- b. Coach Licensing, proposed by Norah Ross.
  - i. EC is requiring all coaches be licensed by July 2020 at 'select' EC competitions, and in 2021 will be required at all EC competitions. In 2022, coaches will need to be licensed at all PTSO shows, which includes our VIHJA series shows.
  - ii. Part of this program is to ensure coaches have appropriate first aid, concussion course, and criminal records check. This is important to promote the integrity and legitimacy of our sport, and protect our athletes.
  - iii. VIHJA will be supporting the EC Coach Licensing program, as part of our due diligence to our members. This is an emerging program and the details are not yet clear, but Norah will provide the board with updated information as it comes available.
  - iv. Enforcement and checking will have to be a new policy, which we will incorporate into our horse show processes in the future. This will go along with our VIHJA Code of Conduct & Responsibility which is currently being developed.
- c. Financial matters & governance, dual signing authority. Proposed by Leanne & Heather.
  - i. Our new bylaws which were ratified at the 2018 AGM allow for dual signing authority for cheques issued from VIHJA. Previously, we've only had a single signer. As a matter of good corporate governance, we would like to initiate dual signing for future payments made from the VIHJA, to be signed off both by the Treasurer and the President. A vote was taken, all in favour. Leanne and Riki will go into the bank together to determine what needs to be done to authorize this.
- d. Hunt Ball feedback, proposed by Victoria Strongman.
  - i. The Hunt Ball consistently is in a gain position following the event, however, Victoria's personal connections provide for a very affordable venue for the event. There has been some feedback on our VIHJA survey indicating some are dissatisfied with the size of the venue. We



acknowledge it is a bit snug for our group, but we get very good value. The entire amount of the profit we make would likely be taken up by the venue rental if we moved elsewhere, so the budget would be much tighter if it was a less successful event. It seemed, through the discussion, that the members were keen on moving to larger venue anyways, so this is something we're going to pursue in terms of cost. Shondra advised she could inquire as to Empress pricing, as she works there. If we could keep rental costs under \$2,000, we could likely move the venue.

- e. Jumps review, general discussion.
  - i. We discussed that we have safety cups as are required by new EC regulations, so we likely do not need to purchase new cups.
  - ii. Michelle Roberts had proposed something like hosting a contest to have people design a new jump to give us ideas for jumps to construct, and also to engage the membership. Meghan noted we would have to be cautious to ensure continuity in the ring, as currently we have quite a few different coloured jumps, and it becomes challenging to make lines and combinations as we don't have sufficient matching poles to look congruous.
  - iii. Jumper Ring: We have many sponsor jumps to renew, so we're going to start with those, and then build a VIHJA jump using new colours and logo. We could potentially look to using the members as a resource to assist with design.
  - iv. Hunter Ring: We need to add more variety, fill, décor. Meghan highlighted the main challenges are that the higher level hunters use completely different fill. Since we have mostly lower level hunters it is hard to justify large expenditures on higher level equipment, but we should try to include some new components, in particular foliage to put on the sides of the jumps. She will work with the new jumps director to help suggest ideas.
  - v. Transport & storage: The Fairgrounds continues to increase their fees, however we have limited options in terms of storage. We suggested we may need to purchase another flat deck trailer for moving the jumps as well as leaving them stored on the trailer.
- f. New director for Community Engagement, proposed by Heather Love:



# VIHJA

- i. Our new bylaws, ratified in 2018, allow for the club to have a maximum of 11 directors. Currently we have 9. Heather advised that it is a substantial amount of work to manage the social media, website, and communications in a timely fashion. Kayleigh Janssen had offered to volunteer her services to manage both our social media strategy and website, as she runs her own independent marketing company and is familiar with these applications. A vote was taken to add a director to the board, all in favour.
7. Meeting Adjournment
- a. Meeting was adjourned at 7:50 pm with our thanks to all in attendance. Directors were required to stay behind to confirm contact information and meetings schedule.