

# Minnesota Hunter Jumper Association

Board Meeting Minutes

September 26, 2017

Held at Leatherdale Equine Center

| Name              | Present | Name             | Present | Name              | Present | Name          | Present |
|-------------------|---------|------------------|---------|-------------------|---------|---------------|---------|
| Tracy Grandstrand | X       | Kirsten Priebe   | X       | Sue Novak         | X       | Betsy Gambach | X       |
| Elizabeth Lampert | X       | Mary Armstrong   |         | Betsy Kieffer     | X       |               |         |
| Tammy Johnson     | X       | Nancy Giacchetti | X       | Jane Martinson    |         |               |         |
| Susan Wepplo      |         | Lindsay Vail     | X       | Angela Mahoney    |         |               |         |
| Norine Wilcox     | X       | Nicole Salazar   |         | Elizabeth LaFrenz | X       |               |         |

## Summary of Motions

| Motion                            | Moved      | Second  | Approved | Not Approved | Comment   |
|-----------------------------------|------------|---------|----------|--------------|---|
| Meeting Minutes – August 29, 2017 | Kieffer    | Mahoney | X        |              | Approved with change to number of general tickets for Harvest Horse Show from 3 to 2. |
| Treasurer's Report – August       | Kieffer    | LaFrenz | X        |              |   |
| Adjourn                           | Giacchetti | Kieffer | X        |              |   |

Elizabeth Lampert called the meeting to order at 7:02.

1. **Meeting Minutes:** Approved.
2. **Treasurer's Report:**
  - **Income for August** included \$100 in sponsorship for the Harvest Show, \$188.81 in Harvest Horse Show Prix tickets, \$700 in Membership revenue, \$0.02 in bank interest and \$385 in advertisement revenue.
  - **Expenses for August** included \$120 refund check, \$6000 to Amp My Brand for marketing support for Harvest Horse Show, \$607.20 for ribbons and prize money for MHJA classic at MN State Fair, \$203.63 for swag bags and banner for MHJA Medal Finals, \$258.62 for reimbursement to Tracy Grandstrand for timer repair, \$500 in prize money for MHJA Classic at Carriage House Show in July, \$3 in bank fees, \$300 for six month room rental for MHJA meetings.
  - 2016 taxes have been prepared and submitted to the Accountants for final review and submission.
3. **MHJA Horse Show:** The horse show will be held May 17-20, 2018. The committee has confirmed Joe Lomabrdo as judge and course designer, Liza Dennehey as judge, Robyn Eden as Steward and Gary Gregory as gate person. Norine Wilcox has gotten Horse Show rates with White Bear Inn and Americlnn in White Bear for horse show room rates. She has a signed contract with White Bear Inn.
4. **Zone VI:** There is a conference call at 10:00 am on Monday, September 2, 2017. Zone VI and Zone V are going together for the Regional Hunter and Jumper Championships.
5. **Miscellaneous Committee Reports:** No reports on Show Standards and Specs, Silent Auction, Year End Points, PR and Marketing.
6. **Membership:** There were 9 new memberships received at the MN State Fair. We are currently above the numbers from last year – around 280 members.
7. **MHHS:** Nancy Giacchetti attended a MHHS Committee meeting held on September 11, 2017. See attached summary.

8. **Website:** Nancy Giacchetti will post something on the website about the annual meeting on November 4, 2017.
9. **Year Ends Awards:** Jane Martinson indicated that coolers for Champions and chairs for Reserve Champions were ordered for Hunter and Jumper MHJA Year End Awards. We are short 8 chairs – they have been ordered. Jane is still looking for prizes for Equitation - boot bags, hat bags, coat bags and totes are being considered.
10. **Year End Awards Banquet:** Elizabeth Lampert indicated that an emcee is still needed. She is meeting with Earle Browne the week after the Harvest show. There was discussion around having some sort of music.
11. **Medal Finals:** The Medal Finals were held that the first week of Fall Mid States and were a success. There was discussion around moving the MHJA sign next year to near where the food was provided.
12. **Annual Meeting:** The meeting will be held on October 23 or November 4, 2017. It will include agenda items such as parent involvement and Junior Board. There was a discussion around having a basket challenge contest.
13. **Newsletter:** The Newsletter is being published. Future deadline is November, 21<sup>st</sup>, 2017.
14. **Future Meetings:** Future meetings will be the open meeting on Saturday, November 4, from 3-6 at Arbor Hill Farm and December 4, 2017 at Leatherdale Equine Center.

The next board meeting will be the open meeting from 3-6 pm on Saturday, November 4, 2017 at Arbor Hill Farm.

Meeting was adjourned at 9:35.

## MHHS COMMITTEE MEETING

9/11/17

### PRESENT

|                 |               |                       |
|-----------------|---------------|-----------------------|
| Mary Mitten     | Jen Berhow    | Nancy Giacchetti      |
| Kristen Cranmer | Sarah Donnell | Therese Faulconbridge |
| Mary Jo Cody    | Patti Nelson  | Linda Ostberg         |

### REVENUE

Donations for 2017 up \$6,000 from 2016 with Sponsor Boxes sold out by Labor Day!

Susan Seiler Family Foundation (\$2,500)

West Lake Training (\$1,500)

United Healthcare (\$2,000 matching gift thanks to Greg!)

Sarah Vadnais and Creekside Insurance (?)

### DINNER

Kristen selected Dangerfield's, a family-owned Shakopee-based restaurant with a more personal approach that fits our needs. Quote: \$18,975. Includes 500 meals, tables and chairs. Dinner will consist of salad, Mediterranean chicken (gluten-free), vegetable lasagna, green beans, potatoes and mini desserts (including gluten-free). Beverages are lemonade and iced tea. A cash bar will also be set up.

Photo Booth Creations and Kellerman's Event Center has donated a photo booth in exchange for a listing on the sponsor page and a ¼ page ad.

Decorations: hay bales to be provided by the Fair, and 20 Mums to be delivered by Spike's. (Greg Novak has handled.) Table decorations to be prepared by TOH.

Table cloths and decoration materials will be purchased from Jeanette for \$1,700. Cleaning charge for 2017: \$720 (\$360 before and after dinner.) (All completed) There will be a few incidental charges for vase filler decorations.

### TICKETS AND BOXES

Exhibitors will receive 1 dinner wrist band and 2 general admission tickets per horse. Sponsors will receive a different color wrist band for the dinner and box. Exhibitor wristbands and VIP (sponsor) wristbands have been ordered. 700 general admission tickets to be printed. Separate dinner tickets will be sold at a price of \$50 which covers our cost (per MHJA BOD.)

Post meeting, Nancy met with Patty Humphries to discuss a new approach to distributing envelopes through the show office at check-in. Patti encouraged us not to do that as the trainers are the ones to retrieve the numbers, and the envelopes could get lost. Therefore, Sponsor Box packets and Exhibitor envelopes will be available in the Hospitality Office as early as Wednesday. Riders will be encouraged to pick up their envelope through-out the week as they enter the office, to avoid the Fri/Sat rush that usually takes place.

Mary Jo has most of the box banners and will have Sarah has printed those requiring replacement and new ones. Volunteers will help MJ hang them on Monday at 11:30.

### **CASHIER BOOTH**

Lindsay will have a cash box with plenty of change in it for the cashiers. Betsy will provide Mary M with the cashier aprons.

### **PRE-SHOW ENTERTAINMENT**

Nancy T and Mary M will forward their scripts to Greg N and cc: Patti N. The lead line and TOH will begin at 6:30 pm. ***Per 9/26/17 BOD Meeting: Followed by the final race of the blow-up horses. (Heats will have already taken place earlier in the week, so it will be one race of 4 "horses.") Nancy to find MHJA person to manage and communicate this event.*** WCR will draw the Raffle Ticket winner at 8 pm (?)

**GRAND PRIX TO BE NAMED GYPSY FARMS GRAND PRIX** due to overall contribution from that group.

### **RIDERS' LOUNGE**

Jenny will help with the rider's lounge. WCR will host the Rider's Lounge on Thursday night. Breakfast: coffee and pastries will be delivered by Linda O.

### **VENDORS**

Jeanette will manage the vendors. There are some Horse Crazy Market vendors returning, along with a new approach to vendors using artisans. Jeanette will not take a cut of their profits, she has asked that they contribute 5-10% of their profits to MHJA!!

### **GOLF CARTS**

10 carts will be provided. There will be a spare available for MHHS Committee errands.

## POST MEETING

Nancy asked Pat Boyle if they could add items to their software system in order to allow exhibitors to charge Dinner, Prix tickets and clothing to their accounts. They are able to do this.

## CLOTHING FOR SALE

Since these items sold out right away in 2016, Patti N suggested we order 30 baseball caps (\$10/\$15) and 6 jackets (\$35/\$55). We also are selling 2016 left-over items on the MHHS site pre-show. The remainder of the old items will be offered for sale in the Hospitality Office. A separate cash box will be used for clothing sales. Post-meeting, the MHJA BOD agreed to hold a sale on remaining items on Sunday in order to reduce the inventory that has been carried over for a couple of years.

## CLOTHING ITEMS TO BE SOLD

| ITEM                             | QUANTITY | SIZE     | OUR COST | RETAIL |
|----------------------------------|----------|----------|----------|--------|
| Core Softshell Vest              | 1        | XL       | \$33.50  | \$50   |
| Core Softshell Jackets (new)     | 1        | S        | \$39     | \$55   |
|                                  | 2        | M        | \$39     | \$55   |
|                                  | 2        | L        | \$39     | \$55   |
|                                  | 1        | XL       | \$39     | \$55   |
| Polyflex Vest                    | 2        | S        | \$34.75  | \$50   |
|                                  | 2        | M        | \$34.75  | \$50   |
|                                  | 5        | L        | \$34.75  | \$50   |
|                                  | 1        | XL       | \$34.75  | \$50   |
| Water Resistant Pants            | 2        | M        | \$40     | \$50   |
|                                  | 2        | L        | \$40     | \$50   |
|                                  | 1        | XL       | \$40     | \$50   |
| Woman's Mistral Thin Rain Jacket | 6        | S/M/L/XL | \$41.50  | \$50   |
| Baseball Caps (new)              | 30?      | -        | \$10     | \$15   |