

# MHT Meeting Minutes

## *Scheduled Club Meeting*

*Dec 10, 2021 06:30 PM Winnipeg via Zoom*

### **Attendance:**

- Present: Dione, Eileen, Robby, Alicia, Shelagh, Karen, Karla, Krista, Sarah Biron, Danae (late)
- Regrets: Tanya
- Absent: Megan Henry, Sarah Read

### **1. Call to Order: 6:44pm**

- a. First: Robby, Second: Krista

### **2. Acceptance of Agenda**

- a. First: Krista, Second: Karen

### **3. Approval of Minutes from 2021 Originating Meeting**

- a. Amend attendance recorded to remove Sheri from being marked as present; add Megan and Alicia as absent
- b. First: Eileen, Second: Karla

### **4. Review Action Items from 2021 Originating Meeting**

- a. 2021-1) Equipment Usage Policy: Ad hoc committee to create guidelines for usage/rental of MHT equipment (Danae as equipment manager, Robby, Dione) - first draft to be submitted for next meeting.
- b. 2021-3) MHT By-Laws: References a Policies & Procedures Document.
  - i. We need to locate this document or re-write from scratch. Want to find if there is an existing document. **Action: Dione** to ask Geri Sweet and **Eileen** to ask John Moehring and Val Crowe by December 17<sup>th</sup>. If found, will forward to board along with by-laws.
  - ii. **Action:** Each Board Position member to review existing information (if any) and update or rewrite their section, with details based on the current list of board position roles. Wait to hear if the old document has been located.
  - iii. **Action: Eileen** update website with new information. All communication should be directed to the website. **Dione** put a New President's Message out. Eileen will put on Website, Dione/Eileen on FB, email.
- c. 2021-4) **Action: Sarah, Shelagh Karen** to meet in January/February 2022 to reorganize tasks for Event Secretary, Event Organizer and Event Manager (to be added to Policies and Procedures).

## 5. 2021 - 5) Determine Event dates for 2022

- a. Other Manitoba clubs that will influence MHT's dates:
  - i. Dressage Winnipeg Dates: May 27-29, June 24-26, Sept 9-11
  - ii. MHJA : usually Victoria day in May, Ride of Rides is 3rd weekend of June , Beach is 2nd week of July, Heart is last week in July into Aug, Summer out of the City is August, Fall harvest is 2nd week in Sept.
- b. Out of province events that will influence MHT's dates:
  - i. Otter Creek HT, Wheeler, Wisconsin: May 20-22, Aug 12-14, Sept 16-18, 2022
  - ii. Alberta: May 27-29, June 3-5, June 25-26, July 8-10, Aug 5-7, Aug 19-21, 2022
  - iii. USEA: other dates TBD
- c. MHT tentative Event dates for 2022 season:
  - i. May 14/15
  - ii. June 18/19
  - iii. July 16/17
  - iv. Aug 20/21 (run in conjunction with MHJA?) and/or possible Clinic & Event at Willville –  
**Action:** Karla to communicate with Dianna about dates and format
  - v. Sept 24/25, Sarah Read will know date for MDTC in Sept
- d. **Action:** The Event Committee will determine the format of all of our Events.

## 6. Membership and Course User Fees

- a. Current Annual Membership and early bird (before March 30th) fees:
  - i. Senior \$60 (early bird \$55)
  - ii. Junior \$40 (early bird \$35)
  - iii. Family \$150 (early bird \$145)
  - iv. Support/Non-Rider \$25 (no early bird fee)

**Motion:** Karen - Reduce all early bird fees by \$10 if paid before February 28th; Second: Robby. All in favour to reduce new early bird fees as follows: Senior \$45; Junior \$25; Family \$135 if paid by February 28th deadline. Motion carried.
- b. Temporary Membership \$45 – **Motion:** Robby – Riders may only use Temporary Membership once in a season and must pay full membership at any following events. Second: Karla. All in favour. Motion carried.
- c. Cross Country Course User Fee: Currently \$20 for everyone and anyone.

**Motion:** Sarah - Increase individual course user fee for members to \$40 and for non-members to \$60, Second: Danae. In favour: 5, Not in favour: 2, Abstain: Robby +1. Motion carried.

**Motion:** Danae – Offer NON-Member Newbie Fee (first time EVER schooling on cross country course) of \$20; noting subsequent course user fees of \$60, Second: Krista. All in favour. Motion carried.

2021-6) **Action:** Marketing (**Krista**) and Communications (**Dione and Eileen**) to get together to come up with a plan to roll out the new fees and to promote the club.

**7. New Business – all tabled to next meeting (deadline January 14, 2022 for all action items):**

- a. 2022 - 1) Volunteer Hours – **Action:** Volunteer Chair (**Sarah**) – Will evaluate required volunteer hours and volunteer cheque amount and propose changes if required. To note, current volunteer hours: Senior & Juniors - 8 hours, Family -10 hours; cheque amount \$150. **Action:** **Eileen & Sarah** to talk about logging volunteer hours on website by end of January.
- b. 2022 - 2) Coaches' Cross Country schooling requirements – **Action:** **Danae, Sarah, Karla, and Krista** to meet and make notes to discuss at next meeting.
- c. 2022 - 3) Event fees – current Schooling Event fee is \$95 with option of riding 3 rounds of choice. **Action:** **Robby** talk with Event Planning Committee (Sarah, Shelagh, & Karen) to come up with proposal for fee changes if required.
- d. 2022 - 4) Reciprocity – **Action:** **Dione** to fill out forms (all 4 documents can be found in google drive 2018) for renewing with MHJA, DW, Westman Dressage & Manitoba Pony Club and course user fee.

**8. Next Meeting**

- a. Friday, January 14<sup>th</sup>, 6:30pm, Location: ZOOM

**9. Motion to Adjourn at 9:49pm**

- a. First: Robby, Second: Krista

**MHC Actions Arising:**

Item Number	Action Item	Tasked To	Deadline	Completed Yes/No	Comments
2021 Carried Over Rename 2021-1	Create policy for equipment usage/rental	Dione, Robby, Danae	Jan 14, 2022		Ad hoc committee to discuss and create draft policy for usage and rental of MHT equipment.
2021-3	Send out By-Laws to new board	Dione	Dec 10, 2021	No	Dione noticed By-Laws reference Policies and Procedures document. Will send out Dec 17.
2021-3	Notify members of new board	Dione Eileen	Dec 17		Email out New Pres message; post to Website, Facebook
2021-3	Update/Rewrite Policies & Procedures	All Members	TBD		
2021-4	Streamline tasks for Event Manager, Event Organizer, Event Secretary	Sarah, Shelagh, Karen	Jan/Feb 2022		
2021-5	Potential Willville Events	Karla	TBD		Karla to discuss with Dianna re: clinic/Event potential and dates
2021-5	Announce Event Dates	Dione	Dec 17		Dione to announce tentative Event dates in Pres message
2021-6	Course User Fee awareness	Krista Eileen Dione	TBD		Roll out new fees and promote club.
2022-1	Review/Propose Volunteer hours and cheque amount	Sarah	Jan 14, 2022		
2022-2	Coaches' Cross Country Schooling Requirements	Danae Karla Krista Sarah	Jan 14, 2022		
2022-3	Review/Propose Event Fees	Robby Sarah Shelagh Karen	Jan 14, 2022		
2022-4	Apply for Reciprocity	Dione	Jan 14, 2022		