



Manitoba Horse Trials

Meeting Minutes

Date and Time: Tuesday May 23, 2023, 7:00 PM

Location: Shelaghs - 34147 Hazelridge Road

Attendees: Kyla, Shelagh, Katlyn, Karla, Caslyn, Karen (Zoom), Shannon, Addy, Dione (Zoom)

Regrets: Deb & Krista

Absences: Nancy, Amelia, Sara Read, Megan, Sarah Souter, Sydney Fraser

1. Call to Order
 - Done at 7:02 PM
2. Review of Agenda
 - Approved by Shelagh, Seconded by Shannon
3. Review March Minutes
 - Approved by Katlyn, Seconded by Shannon
4. Review Reports
 - President
 - We need to keep course closed the full week before the show. With the shortened closure it was difficult to get everything required done in time.
 - Need more volunteers for the set up before the show.
 - Need to round out the volunteer list for the show.
 - With what positions we need ex: people assigned for things like take down of stadium.
 - Will be revamped by the event committee.
 - If we can find a quad to use for the day, we will need to apply for a permit to have it in the park. The quad used at the may derby is no longer available for use.

- **Karla proposes that we send Barry \$4000 to start building new fences based on the wish list he made while he was here. Starting with the starter and pre-entry levels. Shelagh approves, Katlyn seconded. All in favour.**
- Paint party held to paint fences – Possibly held before June.
Caslyn will check the restore to buy paint.
- Look at dates for a takedown/cleanup weekend.
 - **Will be added to the next meeting's agenda**
- Events committee is meeting May 31st at 6pm
 - At that meeting the pony club rally will be discussed.
 - **Karla to send Sara Read an email to confirm information prior to the meeting.**

1. Vice President

- Porta potty to be moved to the top near the show secretary. Ask for more toilet paper to be in the porta potty.

2. Treasurer

- Sport Manitoba Clinic Grant – in the works, no indication of dollar amount to be provided.
- \$2255 was made from the first derby entry fees! Once all invoices are received/paid it will be confirmed, however it appears the derby will be profitable!
- Shelagh will donate her \$20 referral credit towards the missing course user fee from Hopes schooling session. Katlyn will apply this.

3. Secretary

- Photo release – confirm with communications chair (Deb) that we are covered.
- Detox Rehab – **Ask for a sponsorship in exchange for promotion – friends of MHT level. Kyla to email.**
- Waivers – Get Deb to grant access to Kyla in membership works to be able set up accounts and move non-members waivers from the email inbox.
- **Free course user fees from the education clinic. Kyla will send the information of the 2 remaining to Shannon – Shannon will note this in membership works.** 1 has already been claimed, there is still 2.
- Now that LGCA charitable gaming status is obtained we can apply to run a raffle or 5050
 - a. **50/50 will probably be the easiest to get started with – Kyla to arrange.**
- Kyla has 2 trailer parking signs that were left at the derby.
 - Katlyn mentioned that jump 1 still has numbers left on it. She was unable to grab the number when she saw it, someone will need to grab the number.

4. Memberships – No report received.

- 39 active members to date.

- Push marketing for the June derby.
 - Indicate that classes can be done separately, and that not all 3 phases need to be done.
 - Advertise the award of high point juniors.
 - **To be done by communications (Deb)**

5. Events

- Karen motions to purchase 4 radios.
 - Motion on hold.
 - Dione to ask Eileen the details of the radios. Once details of radios and prices are obtained Karen will submit a proposal to the MHT Board group chat for approval.
- **Karen motions to have \$98.12 in gas costs reimbursed for transportation of jumps to the field and quad use. Kyla seconded. All in favour. Katlyn to reimburse.**
- Volunteer of the year award
 - Have marketed so people will know it is an award that will be given out and will hopefully volunteer more.
- Intro to Eventing Clinic Fees
 - \$30, have been adjusted in membership works. **Deb to reach out to the registrant that paid \$50 in error.**
- Intro clinic discussion topics
 - Event committee to contact Deb to see if she can take the some of the topics to present. Will speak to Debs to see if she is able to provide the coaching.
 - Can use warm up jumps to use as stadium fences.
- Waive the show jacket requirements for June and July
 - Agreed to waive show jacket requirements with the understanding that a solid colour, shirt with sleeves and a collar must be worn for dressage and show jumping.
 - To be put in prize list and sent out with order of go.
- Breaches for dressage
 - Require light color or neutral toned breeches.
 - To be put in prize list and sent out with order of go.
- Add braiding requirements for horses for dressage.
 - To be put in prize list and sent out with order of go.
- **Karen motions to extend the entry deadline for the Ruth Clinic to June 12 at 11:59PM. Katlyn seconds. All in favour.**
- Ruth clinic
 - Order will go from lower levels to higher levels. This will allow for the lower levels to be able to watch the higher level jumpers.
 - PD points - Ruth declined. Ruth unable to assist with this and we cannot apply on her behalf.

- **Karen motions to cancel the August back-to-back event. Seconded by Shannon. All in favour.**
 - In prize list for all future events include that once your rider number is called you have 1 minute to enter the ring.
 - For future events if we have 20 entries, we will need to start running stadium and dressage in conjunction.
6. Marketing
- It is requested for sponsorship to submit detailed list of who has been contacted regarding sponsorship and who has responded.
 - **Karla will message Krista to obtain the list of volunteers that came out to our May Derby. As well as confirming about volunteer hour tracking and where this is being done.**
 - Trace – When previously inquired trace kept all profits from sales, Shannon will find out if they keep all the profits. If they do we will look at other options
7. Volunteer – No report received.
8. Past President
- Dates for the official's course – TD, sponsor the person. If we sponsor someone X number of shows to be done in exchange.
 - **Dione motions that we sponsor one person per official clinic for \$1000 each, all in, in exchange that a contract is signed for being the TD/course designer for a certain number of shows (to be determined at time of application). Applicants will need to be reviewed and approved by the board. To be reviewed annually. Shelagh seconds. All in favour. Deb to market this. TD clinic, deadline is May 27/23. Course design clinic – June 30/23.**
 - Radio chargers
 - **Have still not been located - Karla to follow up with Robbie.**
5. Create a Mission Statement.
- Katlyn created this when filling out the grant application. **Katlyn will send to the mhtinfo email** so that this can be used for future grant applications and marketing.
6. Review Course Walking Clinic.
- More communications to be sent to participants with maps to the location, reminder email etc.
 - **Emails sent from membership works – can it come from the MHTinfo email instead of personal emails. Deb to review.**
7. Review of May Derby
- ****reviewed in above reports**
8. Intro to Eventing Clinic – What needs to be done.
- Lending vests – Has to be done privately with no connection to MHT.
9. June Derby
- ****Reviewed in above reports – follow up at event meeting**
10. Review Action Items

11. Adjourn Meeting

- Done at 9:13 PM