



# Manitoba Horse Trials

## Meeting Minutes

Date and Time: December 10, 2023

Location: 34147 Hazelridge Road

Attendees: Katlyn, Shelagh, Kyla, Karla, Karen, Caslin, Shannon, Dione(virtually), Judy & Katherine

Regrets: Biranne

Absences: n/a

1. Call to order
  - Done at 10:24 am
2. Review of Agenda
  - Katlyn Approves, Shannon Seconds
3. Review of Previous Boards October Minutes
  - Katlyn Approves, Shelagh Seconds
4. Presidents Welcome Report
5. Board Role Assignment
  - Delegations as noted on the board positions descriptions
    - Events Chair - Caslin Morris
    - Special Events Chair - Karen Iverson
    - Volunteer Chair - Katherine West, Judy Klassen will act as primary support
    - Membership Chair - Shannon Walker
    - Communications & Website Chair - Judy Klassen, Caslin Morris will act as primary support for the website
    - Marketing Chair - Brianne Hicks
    - Addison Walker - Youth Representative, will also help with social media

## 6. Planning for the 2024 Season

- Establish Board Meeting Dates
  - January - Sunday 28th at 11am - Sport Manitoba Meeting Room 4
  - February - Saturday 24th at 11am - Sport Manitoba Meeting Room 5
  - April - Saturday 6th at 11am - Sport Manitoba Meeting Room 4
  - May - Sunday 5th at 11am - Sport Manitoba Meeting Room 5
  - July - Tuesday July 16 at 6:30pm - Sport Manitoba Meeting Room 4
  - October - Monday October 7th at 6:30 pm - Sport Manitoba Meeting Room 4 \* *date may be subject to change*
  - November - AGM - **Potential Meeting date to be set in January**
    - Potential to have the AGM fully virtual
    - For the banquet - Idea to have it as a brunch (full meal to be served)
- Review Volunteer Hour Requirements for Members
  - Last year 8 hour for a personal membership, and 10 hours for a family membership
  - **Karen motions for personal membership volunteer hours to increase to 10 hours and family memberships increase to 15 hours. Caslin seconds. All in favor.**
  - Idea for volunteers to receive an email thanking them and confirming the amount of hours they volunteered after every volunteer event.
  - Volunteer sign up to be created online with position descriptions & dates for people to sign up in advance
  - **Idea for future meeting- what we are willing to donate to pony club for pony club to volunteer? What tasks would they be able to help with?**
  - Tracking volunteer fees received form members - Membership chair to create a spreadsheet in the drive to track name, membership numbers, MHC validation, fees received, hours completed, etc
- Establish Membership, Schooling and Course Rental Fees
  - Volunteer Fees
    - **Motion to change the volunteer fee to \$200 for both personal & family memberships. Motion stricken.**
    - Address for checks to be mailed to to be changed to Katlyn/Karla or Kylas address. Exact location to be determined.

- Membership Early Bird date will continue as March 31, 2024.
- Last Years Membership Fees:
  - Family Membership \$150, Early Bird \$135
    - a. Household members residing at the same address
  - Senior member \$60, Early bird \$45
  - Junior member \$40, Early bird \$25
  - Friends of MHT membership \$25 flat rate, no early bird
- **Kyla motions to keep the membership fees the same as last year. Shelagh seconds, all in favour.**
- Last Years Schooling Fees:
  - Board members and committee members are still required to pay schooling fees.
  - Member \$30 (per horse and rider combo)
    - a. Rate to stay the same
  - Non-Member \$30 (per horse and rider combo)
    - a. **Shelagh motions to raise the non-membership and reciprocity schooling rate to \$40. Shannon Seconds. All in favour.**
  - Newbie first time \$20
    - a. Don't need to be a member, but can be a member
    - b. First school only
    - c. Rate will stay the same
  - Annual schooling pass \$300
    - a. Connected to rider not horse \*needs to be stipulated on the website - to be done by website chair
    - b. Rate will stay the same.
    - c. Page to be added to the website by website chair for annual pass holders to register for schooling
  - Coach rental fee, \$200 for 4 hours
    - a. Full day \$400, no hourly limit
    - b. **Karen motions to up the rate for \$600 for the full day & \$300 for the half day. Caslin Seconds. All in favour.**
- If the course is rented, the course will be closed, and this will be posted on the calendar on the website.
  - **Shelagh motions that a full day course booking must be made minimum 1 week prior to the date of booking and a \$75 non-refundable deposit makes up part of the booking fee. Shannon seconds. All in favour.**
  - **Caslin motions that 24 hour notice is required for booking, rescheduling or canceling a half day course booking, with no penalty for canceling or rescheduling. Shannon seconds. All in favour.**
- Coach User Fee was \$0 in 2023

- Rate to stay the same
- Idea for website coach registration - box for if their name can be published, list to be published of registered coaches - in alphabetical order to be added by Website Chair
- Ideas for shows, clinics, fundraisers, etc.
  - Shows
    - To be held in May, July & September
    - Fun day to be held in June and/or August
    - Suggestion for fun shows with more fun classes - horse/human relay, team rally (scores for certain riders for a certain class are combined with other riders scores for placings)
    - Caslin to make an analysis of the prices/clinics/which volunteer positions to have for January meeting
  - Clinics
    - To be held in June
    - One day clinics to be held throughout the season, potentially the same weekend as shows, on the day of the weekend the show is not running. Look at local coaches we can hire for one day clinics
    - Ruth Clinic
      - a. Keep Ruth for this year
      - b. For next year look at having a different clinician.

## 7. New Business

- Review ICE Eventing Program
  - Tabled to the January Meeting
  - Karla/Shelagh have a meeting with MHC December 11, 2023 and will gather more information
- Review of EC Self Coaching
  - If you are over 18 and you are attending a show with no coach you can declare as a self-coach. **Caslin motions for the fee to be \$5 on top of the \$5 NCCP fee for a total of \$10. Shelagh seconds. All in favour.**

## 8. Round Table

- Total value of assists - Total of \$8000 - value will change once new jumps are built.
- For January's meeting- Grassroots Coaching certification, more information needed, will we accept this?
- Amelia's promotional Video - Link to be sent out for everyone to review and determine if we would like to purchase the footage. Proposed for \$600, after video is circulated will be discussed in the board group chat.
  - Karla to look into the details of having drones in the park
  - Look into stipulation of not having drones at events as some horses were spooking

9. Review Action Items

- Photos of clothing to be taken to be added to the website. Provider will be contacted to see if other colors of the polo is available - Karen/Karla

10. Adjourn Meeting

- Done at 12:52 pm