



Manitoba Horse Trials

Meeting Minutes

Date and Time: January 12, 2025 4:00PM

Location: Virtual

Attendees: Kyla, Abigail, Shelagh, Karla, Katlyn, Judy, Melissa, Nancy, Brandy

Regrets: Deb

Absences: n/a

1. Call to order
 - a. Done at 4:07PM
2. Review of Agenda
3. Review and approval of December Meeting Minutes
 - a. Approved by Karla
 - b. Seconded by Abigail
4. Reports
 - a. President
 - i. No questions from the floor
 - b. Vice President
 - i. Judy found a pull behind mower second hand for \$1100 OBO but would require maintenance. There is a new pull behind mower that is \$4000. Judy will reach out to the person selling the \$1100 mower to see if she can go look at it to see what needs to be done for maintenance and update the board. There are a few people that may be able to do maintenance to the mower depending on what is required for a lesser cost than taking it to a shop.
 - ii. Last year we rented a mower twice and paid \$700 for the year, \$350 per rental. Typically the field needs to be mowed 3-4 times per year.
 - iii. **Shelagh will contact Eastridge to see if they would be willing to do one mow this year, preferably the initial mow.**
 - iv. **Karla motions that we will pre-approve a budget of \$2000 for the purchase of a mower subject to the board's approval prior to purchasing. Abigail seconds. All in favour.**

c. Treasurer

- i. 2024 Financial statement had a mathematical error, will be corrected and re-sent.
- ii. 2025 Insurance has all been paid for, certificates will be uploaded to the drive and sent to MHC
- iii. Meeting opportunity re the prairie crocus - Shelagh and Karla will reach out to Kylee to organize a meeting regarding this
 1. Karla advised last year the insurance for the prairie crocus event would not cover cross country. This is to be confirmed during this meeting.
- iv. The blankets are in the box with the prizes - likely at Shelaghs now. **Shelagh will confirm.** The prizes and ribbon tracker on the drive was updated prior to everything being handed over from the 2024 board. The decals and stickers should be in the box with the plaques.
- v. We are still waiting on a response from Barry regarding the 2 tracks for each level. Barry indicated that there were 2 hard copies handed over, the 2024 special events chair confirmed they only received one.

d. Secretary

- i. General review of managing the MHT inbox.
 1. If someone reaches out to you personally and advises that they will be sending a correspondence to the MHT inbox, send something to the group chat to give everyone a heads up.
 2. If you are accessing the email inbox and do not handle an email, ensure that it stays unread, this is just to confirm that the emails don't get lost/missed
- ii. Review of the EC Eventing Levy Email
 1. **Kyla to send out the OEA email/letter to the board to review and decide if we are going to draft a letter to be sent in as well.**
- iii. I have reviewed the accesses for Facebook admins, instagram admins and auto verification phone numbers of the Google account and removed members who are no longer on the board. Passwords to be updated today as they have not been updated since 2023 and should be updated yearly for security
 1. Tabled to next meeting
- iv. Review of offer for admin work received via email inbox
 1. Ideas include checking MHT memberships, tracking schooling. **Kyla to reach out to the person who offered to see what kind of time commitment they are willing to provide (prior to events, monthly etc)**

e. Past President

- i. Nothing to report
- ii. No questions from the floor

f. Membership

- i. Need to confirm how to assign membership numbers, do membership numbers need to be assigned to friends and family memberships. Judy

- suggested reaching out to Deb to confirm, Kyla suggested reaching out to Shannon or Karen, the past membership chairs.
- ii. Katlyn to go through membership works to remove expired members who will likely not be returning to eventing. Judy has requested if this could be done via call with Judy and Abigail to learn how to do it
 - iii. Kyla suggests to make the membership lists like last year to track names, phone numbers, if waivers were signed etc
 - iv. Karla advised we need someone to have access to check MHC
 - 1. This typically falls under the membership chair or show secretary. The person who does this is required to have an MHC membership. **Karla and Shelagh discuss this with Kylee.** Abigail to look into obtaining MHC membership - can be recreation membership.
 - g. Communications/Website
 - i. No questions from the floor
 - 5. Confirm show/clinic dates - will events be a 1 day event with a clinic or 2 day event
 - a. May 24/25
 - i. Dressage and showjumping to take place saturday and cross to take place on sunday *to be run in conjunction with first steps
 - b. June 21/22
 - i. Potential clinic
 - c. July 12/13
 - i. Dressage and showjumping to take place saturday and cross to take place on sunday *to be run in conjunction with first steps
 - d. September 6/7 *tentatively depending on if/when the Multi Discipline Team Challenge is running
 - i. Date to be changed to September 20/21
 - ii. Dressage and showjumping to take place saturday and cross to take place on sunday *to be run in conjunction with first steps
 - e. Oct 18/19 weather dependant
 - i. Format was not confirmed
 - f. Review with Brandy - First Steps Dressage re: running in conjunction.
 - i. The idea would be to run in conjunction to share the cost of the dressage judge and the dressage ring rental.
 - ii. Studs are not allowed at first step dressage shows due to the liability, we do have a few MHT members that ride studs. Brandy will take this back to confirm with Robin, the possibility that the riders who ride studs could ride first and then vacate the area.
 - 1. Possibility to run under the MHT insurance to cover studs being ridden. We have to look up the EC requirements for medics - confirm what requirements our medics need. If we are running under our insurance MHT will need to collect all the funds for entry fees, there will also need to be a signed agreement between MHT & first steps dressage. It would be preferred that each club has their own insurance

- iii. Could the orders of go be organized so that the MHT event riders ride their dressage tests earlier in the day, that way they could go and ride their show jump rounds after this
- iv. Offer our members that they could do an additional test with first steps dressage at an additional cost
- v. Suggestion to have first steps dressage participants to have the option to do show jump rounds with MHT
- vi. Ring 3 is the ring that First Steps Dressage typically books
- vii. For the May show - First steps is down a member and will require assistance
 - 1. Idea for both shows to have check in/show office under the same tent
- viii. Review of personnel for show
 - 1. MHT to be responsible for the whipper in and tack check person.
 - 2. First steps to be responsible for securing the dressage judge and scribe
 - 3. MHT to book the ring and stabling (Ring 3)
- ix. Idea to have a BBQ and/or tack swap on friday or saturday evening
 - 1. Judy will organize this for the may show
 - 2. Will confirm if this will take place on Friday or Saturday night
 - 3. If we are not having the BBQ on saturday look to have the canteen on saturday
 - 4. Reminder that any one handling food requires food handlers.

g. Shelagh to confirm if on the booking sheets for stalls, if the stalls don't get used does MHT get charged

- 6. Ideas for clinics, fundraisers, etc.
 - a. Review of potential Lucero clinic
 - i. Doesn't appear that there is interest within our membership, in addition to this the travel costs for a flight from south america are high.
 - b. O'hlanlon Clinic
 - i. It would be held in Willville, likely in June, Sarah Read will be creating a spreadsheet regarding cost analysis to be provided to the board at the next meeting.
 - ii. Nancy suggested she may be able get sponsors who would be willing to use their points to cover a flight for a clinician
 - iii. Karla suggests that something to look at is offering private/semi private lessons if possible as some people are unable to ride within a group
 - c. If anyone has any other ideas for a clinician they can offer a name and submit the cost analysis to the board for review
- 7. Review paid positions - How do we market these
 - a. Last year: Medic - \$200, Scorer was paid \$75 - spreadsheets were provided pre-filled with rider information. Show Secretary was paid \$75 - expected to stay at the office at all times within reason. Stadium jump judge was paid \$50 - in the event we can't find a volunteer.

- i. The medic has been paid this for the past 2 seasons - unsure how the other paid positions worked last year as they were not marketed - unsure if they were paid for every show.
- ii. *Review of the position descriptions and payment amounts tabled to next meeting - how will this look for a 2 day show?*

b. Judy reached out to Vanessa to see if she would date she would be available and if she would be willing to be a scorer. Kyla reaches out to Tanya to see what dates she would be available.

8. Review of compete easy (email attached)

- a. *To be tabled next meeting*
- b. Judy with reach out to the compete easy rep to have a mock up made up to be reviewed at the next meeting

9. Review reciprocity agreements

a. Responsibility to negotiate agreements lies with the president

- i. Dressage Winnipeg
- ii. Distance Riders of MB
- iii. MHJA
- iv. Manitoba Pony Club
- v. Westman Dressage

10. Review of sponsorship levels

- a. 2024 (sponsorship brochure attached)
- b. Some things got missed last year, such as photos being sent out to sponsors and banners bening put on jumps. Karla puts her name forward to ensure

c. Kyla motions to keep the sponsorship levels the same. Karla seconds. All in favour.

11. New Business

- a. Idea to showcase junior riders, advertise links for grants through Sport Manitoba and work with pony clubs. Karla is willing to sit on a sub committee to review this.
- b. *App to track volunteers - will be presented at the next meeting.*

12. Round Table

- a. Sub committee meeting for permit applications now that dates are set. This needs to be done ASAP
 - i. Judy, Katlyn and Shelagh, Kyla will join if available
 - ii. Karla mentioned Caslin is willing to join in for this meeting if available and help with these applications as she handled them last season
- b. Shelagh has received a letter from EC regarding Sarah Reads TD certification
 - i. Karla advised hers will be submitted by January 31, 2025
- c. Nancy is willing to call people for volunteers throughout the year once we have a list formulated

13. Adjourn meeting

- a. Done at 7:09PM