MN POAC Board of Directors Meeting

2/11/23, Signatures, Winona, MN

Members Present: Karen Meyer, Sara Schaefer, Ali Henning, Rhea Hogden, Heather Kessler, Beth Osborne

President Meyer called the board of directors meeting to order at 12:00pm.

**Secretary’s Reports:**

Sara Schaefer shared minutes from both 11/22/22 and 12/7/23 with the BOD. Motion to approve as presented by Rhea Hogden, seconded by Ali Henning. Motion carried 6-0.

**Treasurer’s Report:**

Beth Osborne shared the Profit/Loss statements for each show in 2022 along with the 2022 account ledgers. Starting balance in checking was $60,385.45; ending balance was $70.488.64. Savings account balance as of 12/31/22 was $3,932.09. Profit for the year was $9,981.31. Beth is using Wave software that is free to track accounts and run profit/loss statements. The report was placed on file and audited by Darcy Bormann. Related to the IRS, the club has a MN Tax ID, but not a federal Tax ID. With totals for judges this year, there will be 1099s sent out. In order to apply, Erin Johnson is willing to complete the application for $150, and if there were any other fees above the usual process, she will charge $50 per hour and get BOD approval prior. Moved by Sara Schaefer, seconded by Ali Henning to have Erin complete the process. Motion carried 6-0. Moved by Ali Henning, seconded by Beth Osborne that if future tax/accountant needs are brought forward, Erin Johnson will provide a quote and get approved by BOD. Motion carried 6-0. Beth Osborne noted she will look into a Square reader for 2023 payments. These payments would need a 3% fee to cover the cost. Beth Osborne will submit a proposal to the board before show season. Heather Kessler moved to update the profit/loss statements to discontinue removing the below noted fees as expense from income for the back numbers fee, memberships, and state fees, seconded by Beth Osborne. Motion carried 6-0.

**Old Business:**

**2023 Show Fees:**

Karen shared a 2023 Show Summary file with the BOD to estimate costs.

Karen shared contract information of judge costs, along with mileage and/or flat fees and hotel. Insurance cost was estimated as 2022 fees; renewal due in April.

Discussion around an hourly rate or a flat rate for ring steward, announcer, and gate person. Moved by Heather Kessler and seconded by Sara Schaefer to do a flat rate of $130 for the first ten hours, and $13 per hour after for announcer, gate person, and ring steward. Additional fees or requests would need to come to the BOD prior to the show. Motion carried 6-0.

High points have been purchased for all shows. High Points are buckles, Reserves are either totes or Hay Chix nets. A few more buckles will need to be ordered from Molly’s, using credit we have to cover remaining shows. Tote bags will have the MN POAC logo patches. Beth will reach out to Darcy to use up the rest of the credit.

Regarding class fees, Heather Kessler shared a document comparing surrounding states on fees for shows. Minnesota state fees are higher and we charge an equipment fee for every show. The promo fee being passed to exhibitors was brought forward as a concern. There is a difference of $260 from B&P to Promo. In the past, the club has charged $1 per judge for promo. Heather Kessler moved to keep show types as discussed and keep class fees the same across all types of shows, removing the $1 fee per judge for the Promo show. Rhea Hogden seconded. Motion carried 6-0.

**2023 MN POAC Futurity:**

Melissa Andring is willing to chair. Plan is to not announce individual cards of futurity placings, but overall and let exhibitors exit the arena. Heather will work with Melissa to use the computer program to calculate. Discussion around order of classes and where to put non-concurrent classes. Moved by Ali Henning and seconded by Sara Schaefer that if classes run are concurrent with the futurity classes, exhibitors must pay the class fee along with futurity fee. Motion carried 6-0. If not, since no national or state points associated, no class fee is assessed. Do need to be a MN member, paying stall. Can always run riding classes concurrently if low in entries, judged separately.

Moved by Ali Henning and seconded by Heather Kessler to approve Futurity showbill and entry form with the friendly amendment to add the statement to the show bill that “the show committee reserves the right to combine or split futurity classes as sizes warrants. The show committee has the right to run classes simultaneously at the direction of the show committee in like classes, but classes will be judged separately.” Motion carried 6-0.

**2023 Show Rules:**

Karen Meyer presented the show rules as adjusted per discussion at previous BOD meetings. The rules were reviewed and adjusted by the BOD. Moved by Sara Schaefer and seconded by Ali Henning to approve the updated changes to the 2023 Show Rules. Motion carried 6-0. The approved changes will be shared with full membership at meeting at 2pm. Once approved, rules will be on the Facebook page and club website.

**2023 Year End Awards:**

Rhea Hogden presented an updated document outlining the awards for 2023 with changes. The youth members in attendance will vote on the Bravo Award during the day and Heather Kessler will tally votes and announce results at the 2022 Banquet. All members will be awarded participation awards in 2023. Moved by Heather Kessler and seconded by Rhea Hogden to approve the updated year end awards with suggested changes. Motion carried 6-0. The approved changes will be shared with full membership at meeting at 2pm. Once approved, year end award rules will be on the Facebook page and club website.

**New Business:**

**BOD Election:**

* Positions up for election:
	+ Karen Meyer (President):
	+ Heather Kessler (Member at Large):
	+ Rhea Hogden (Member at Large):
	+ Current members: Ali Henning (Vice President), Beth Osborne (Treasurer), Darcy Borman (At Large), Sara Schaefer (Secretary)

**Bylaws:**

Moved by Ali Henning and seconded by Sara Schaefer to form a bylaw committee to review bylaws and allow bylaw committee meetings in 2023 and present suggested changes at the Spooktacular show in the fall. The membership will have time to review between the Spooktacular and annual 2024 meeting. Bylaws to be approved with changes in 2024 and filed as appropriate. Motion carried 6-0.

**Funds:**

Heather Kessler brought forward the concern that we are carrying extra funds from year to year as our shows have been profitable. Ali Henning suggested pulling reports at the end of this year to compare years and assess where to spend extra funds. This will be placed on the new BOD’s agenda for the first meeting.

**Adjourn**

Karen Meyer adjourned the meeting at 1:16pm.

Respectfully submitted

Sara Schaefer

Secretary