

HCRC Meeting Minutes

2/28/2024

Participants: Lise Krieger, Jennifer Peotter, Teri Bullis, Irina Scully, Diane Merritt, Rory Flynn, Diane Miller, & Sherry Whitmore

Approval of Meeting Minutes: January 2024 = Accepted

Board Membership:

- Board members were asked to sign the annual “conflict of interest” forms. These were developed in order to comply with our Article XVI from the Bylaws, which states:

ARTICLE XVI: COMPENSATION

Section I: Club members will not receive compensation for services performed at a club function or work performed as a result of any committee activity.

Section II: Club members are prohibited from capitalizing on club sponsored functions for personal profit unless approved by The Board of Directors.

This “Conflict of Interest” policy protects against the potential or perception of someone or their family benefitting from decisions around Club activities. The Policy was drafted from online resources for Board of Directors and Officers, especially those who may have an equine related business, solely to cover us as a non-profit in the event of scrutiny.

- Destinee and Teri still need to sign forms
- Open President Position
 - Teri offered to run for President - no other people have volunteered to take this on
 - Board reviewed bylaws, all agreed we have enough members of the club to form a quorum that would allow a vote on the President position at tonight’s meeting
 - Lise nominated Teri, it was seconded, and the Board unanimously voted Teri in as President
 - Lise will continue to be a Board member
 - Lise will send an email to membership announcing Teri is the new president
 - Lise will pass the binder with bylaws and monthly to-do tasks to Teri
- Secretary
 - Diane Miller may be willing to take on this role
 - Lise, Teri and Jen will pull together a list of responsibilities
 - Teri would like to continue to take Meeting Minutes at regular Board meetings

Treasurer’s Report:

- \$4,412.50 Checking Account

- \$14,614.56 CD Savings Account, turned over into an account getting a better interest account
 - Does not reflect some membership checks and insurance payment

Annual Forms:

- Corporations Division for the State of MA Annual Report was completed by Teri on 10/27/2023 - Teri created a document in the Tax Documents folder of Google drive with an explanation and directions
- 501c3 form gets filed every November
- Form for Property Tax exemption in Goshen was filed by Jen a few weeks ago
- 990N was filed by Jen 2/29/2024. This will be turned over to Irina for next year.

Members:

- 23 Members to date
- Membership letter went out three weeks ago with a reminder to renew in time for the Community Horse Magazine Spring issue deadline

Advertising:

- Community Horse magazine: HCRC's Ad, Events listing, and our "About HCRC" have been submitted

Upcoming Events:

- Board Meeting 3/20/2024 at Diane Merritt's house
- Trivia - 3/22/2024 6:30 at Smith-Voc Library
 - Jen will send out an email asking folks to RSVP with Lise
 - Event listing and email will indicate that cost is \$5
 - Emcee - Teri
 - Prizes will be organized by Diane
 - No refreshments
- Grounds Clean Up and Trailer Clean Out/Content Listing on May 5
 - Lise will send out info and ask for people to help
 - Lise will arrange for a dumpster
 - Storage for jumps: Board discussed options for storing jumps underneath the trailer
 - Jen suggested we create an inventory of all of the the things we are keeping
 - Diane M. pointed out that we might want to think ahead of time about what we will be keeping so we are more efficient on the day of the Clean Out
- Hilltown Misfits Fun Day May 19
 - Lise will ensure a porta-potty is on the grounds before the Fun Day. We will keep it on the grounds through August 8th and then ensure we have it scheduled to come back again for the fall Misfits Day
- Chesterfield Gorge Ride on Saturday, May 25th
 - Lise contacted the Four Seasons Club and found out it would cost \$475 for 8 hours, a bartender, and use of the kitchen. Use of the dumpsters + \$75. Board

agreed that we would just bring lunch and snacks to share in the parking lot or campground depending on bugs..

- Sherry will collect parking fees when she checks people in.
- Lise will be the “sweep” at the end to make sure everyone has gotten back to the parking lot
- Horse & Pony Party at HCRC Grounds on June 8 - Teri volunteered to organize, Destinee, Rory, and Diane RM offered to be part of the committee
 - Teri will send proposed email to the Board for approval before sending it out to the membership to ask who might be willing to help out with this event
 - Teri will be the contact for this event
- Thursday Night Games at the HCRC Grounds (June 20 & 27, July 11 & 25, August 8, Awards Ceremony)
 - We will drop reference to gymkhana when promoting this event
 - Rory will be the contact for this event
 - People will register when they show up, not ahead of time
- Peter Whitmore Agility Clinic on June 29
 - Jen will handle registration
 - Ask for volunteers to help with the competition component as we get closer to the date of
 - Have back-up indoor arena option
- Fourth of July Parade on July 4, Jennifer
- DAR Ride July 28, Diane Merritt
- Windsor Trail Ride August 25, Diane Merritt
- Hawley Forest Ride September 15, Diane Merritt
- Northfield Mountain Ride October 20, Diane Merritt
- Hilltown Misfits Fun Day October 27, Sherry Whitmore
- Membership Meeting October 30, All
- Bonfire/Potluck/Hay Rides?
- Christmas/Winter Party?

Other Agenda Items:

Donations and Scholarship Funds:

Members continue to donate to the Scholarship fund though we haven't had many highschool members eligible to participate. Board felt we should keep this fund intact for that time.

Sherry noted to the Board that the federal government has stopped giving out funds for the Extreme Mustang Makeover program, although Peter Whitmore is continuing to offer it. The Board discussed how we might want to help, and agreed on the following

- HCRC will create a donation bucket for the fund (Rory offered to make this) and make it available at various events including:
 - Horse and Pony Party
 - Trivia Night

- The Board agreed that HCRC will offer \$300 for this program

Promotion of Events and Social Media:

- Diane asked if the Club wants to be represented at the Equine Career Fair at Smith Vocational on April 10 6:00-8:00 - Rory volunteered to go
- *From previous notes:*
 - *Marleis suggested we consider inviting non-horse people to our events and connect into non-horse organizations to advertise*
 - *Send our calendar to other clubs/organizations*

Insurance:

- Lise will contact insurance company regarding our event schedule. The only clinician that will need to provide coverage will be for the Peter Whitmore clinic this year.
- Lise will check with our insurance to find out if we need to require that riders are wearing helmets
- If helmets are not required by our insurance, we will consider including verbiage on event listing to strongly encourage people to wear them

Next Board Meeting: March 20, 2024 at 7pm at Diane Merritt's house