

## **HCRC Board Meeting**

**9/16/2024**

*Italics = Not discussed in this meeting*

**Participants:** Diane Merritt, Diane Miller, Irina Scully, Teri Bullis, Jennifer Peotter

### **Approval of Last Meeting Minutes:**

- 8/21/2024 Meeting Minutes - Approved

### **Board Membership:**

- *Point person responsibilities for events = pre-event checklist*
- *Ways to delegate/share membership responsibilities with Board members other than Jen*

### **Treasurer's Report:**

- Reviewed Treasurer's Report = \$2,982 net profit so far this year
  - Upcoming or other expenses not included: We will have to either buy a lawnmower or arrange for mowing - this will be a big expense
  - Upcoming or other income not included: Trail rides (these will be minimal)
- This month we had a net loss \$848.13 due to lawnmower and porta-potty expenses
- Venmo might be up and running - Irina will test

### **Administrative Tasks (insurance, tax forms, etc.):**

- None noted

### **Membership:**

- Number of members = 53
- End of Year Party (meeting): Nov. 16, 6:00-9:00 at Williamsburg Grange (set up at 5:00)
  - Board members each host a game/activity
  - Winners get tickets and most tickets get prizes
  - Wear your boots for Boots contest or hat for a hat contest
  - Big Y catered food
    - Sherry & Irina
  - Location - Sherry will check out Williamsburg Grange, Jen will check out Chesterfield Church
  - Suggestion Boxes for 2025 events
  - End of Year Report and Thank You's
    - Vote by voice cheer on what events you want to see next year
  - Submit a trivia question
  - Renew early and get a raffle ticket for prizes
  - Bring in a new member and get a raffle ticket for prizes
  - Send invites to folks who attended our events this year but are not members
  - Members come to party for free - nonmembers and guests pay \$10?, kids are free? Sherry will check prices.

- Become a member at the door and don't pay a fee at all
- RSVP by Wednesday 11/13? Sherry will check amount of advance needed by Big Y
- Arrange for music
- How to include more members in our activities?
  - Use our end of the year event to recruit volunteers for our events
  - Have more social events?
    - Winery Social?
    - Mini-golf in Hadley

### **Advertising/Promotion/Social Media:**

- *Social media coordinator role = How is the transition to Rory going?*
  - *Jen would still like to take on responsibility for promoting some events*
  - *There has been a little confusion with respect to responding to questions on FB*
  - *We should discuss the best way to divide responsibilities in the future - should the person who posts something should be the same person who responds to all comments and questions?*
- *Standard format and timeline for advertising events via flyers and social media*
  - *Board agreed that we will determine all details necessary for event promotion when we finalize events in the winter months*
  - *Board agreed on standard format for fliers using Canva - Teri and Rory will share responsibility - Teri will send the template to Rory*
  - *Diane Merritt pointed out that many people don't go on Facebook and so we should make sure we have emails going out to membership to inform them of our events*
    - *Maybe a standard template with our logo that lists upcoming events? Teri and Destinee will work on scheduling this*

### **Grounds Business:**

- Lawnmower needed to be repaired again and the cost was about \$225 - Diane Merritt noted that we really need to buy a new mower
  - Diane will ask Kim (neighbor to the grounds) if he wants to mow the grounds - free membership? Pay him?
  - Teri will ask Tom (neighbor to the grounds) if he wants to mow
  - Jen will price out lawnmower attachments for tractors
  - Sherry will ask Tractor Supply about deals available
- Grounds Clean Up
  - *Should we turn the rings back into dirt? We will discuss this further over the winter meetings*
  - *Ring Repair & Painting*
    - *Sherry pointed out that we should assess what needs to be fixed, prioritize which ring to fix first, and then set a date for fixing the ring*
    - *Teri volunteered herself and Lauren to assess what needs to be fixed*
      - *How many posts do we need*

- *How many boards do we need*
  - *Jen noted there are a number of willing people with heavy equipment who can help with repairs if needed*
- *Rental of our grounds - Make available for weddings? Board agreed we should discuss this further in future meetings*
- *Cleaning out woods - Need to schedule*
- *Jump Storage plan?*
- *New sign some day? Sign at Route 9?*
- *Lights?*

### **Past Events:**

- Trail Rides Event Recap (DAR Ride)
  - Policy question: Trail rides are free for members but otherwise you need a member who is a riding buddy - this makes sense for safety reasons, but how does becoming a member make you safer on a trail ride without a riding buddy?
    - Reviewed history of the policy of having to be a guest of a member. This is related to an original policy that all potential new members had to be guests of an existing member and attend a few meetings before getting voted in and accepted as a member
    - The Board agreed that the following should apply to all trail rides:
      - Make sure that all trail rides have a pre-ride briefing
      - Ensure we have a sign in sheet with emergency contact information and the trail leader keeps this information on their person
      - Have any non-members sign waivers
      - Ensure everyone gets introduced to each other
      - Make sure everyone has a riding buddy
      - Ensure that the ride leader leads the ride and another volunteer is the sweep at the back of the ride IF everyone isn't going to stick together
  - *Discuss further in a future meeting if non-members need to be guests of members IN ADDITION to having a riding buddy*
- Windsor Trail Ride August 25, Diane Merritt = will complete recap Notes
- Hawley Forest Ride September 15, Diane Merritt = will complete recap notes

### **Upcoming Events:**

- Northfield Mountain Ride October 6, Diane Merritt. Note date change.
- Hilltown Misfits Fun Day October 27, Sherry Whitmore - 4H will split porta-potty costs with HCRC
- Board planning meeting October 16th (new)
- Annual Membership Meeting Nov. 16 from 6:00-9:00 at Williamsburg Grange
- Bonfire/Potluck/Hay Rides? Board agreed we won't hold this fall
- Christmas/Winter Party? Board agreed we won't do this

**Next Year Event Ideas:**

- Chesterfield Gorge - Sherry is going to try to arrange camping that weekend
- Hold a “camp with your horse” intro? Barb Weyant had offered in the past.
- Tack Sale
- Hay Ride with the Bisbees?

***Technology Review***

- *Board discussed planning a specific technology review for Board members and anyone else who needs help understanding how to navigate Facebook, Google Drive, Instagram, etc.*

**Next Board Meeting:**

- Wednesday, October 16 at 7:00 at Diane Merritt's