

**HCRC Board Meeting**  
**10/14/2025**

*Italics = Not discussed in this meeting*

**Participants:** *Teri Bullis, Diane Merritt, Jennifer Peotter, Irina Scully, Diane Miller, Molly McCutcheon, Rory Flynn, Sherry Whitmore (by phone)*

**Approval of Last Meeting Minutes:**

- September Minutes Approved

**Donations:**

- *Anne Porter of Porter Farm donated \$75 in sponsorship of our Games Nights - Rory will write a Thank You card for her and the other sponsors*

**Membership:**

- Current Membership - 71 Members
- Survey:
  - *Jen reviewed past surveys that we've done and noted:*
    - *We offered a drawing for a \$50 gift certificate for folks who completed the survey*
    - *We got a great response to our last survey*
  - *Diane Miller suggested that we ask folks what they want to get out of the club*
    - *Educational talks*
    - *Clinics*
    - *Trail rides*
    - *Social events*
    - *Timing (day of week, time of day)*
  - *Teri and Jen volunteered to draft a survey and present to the Board*
- Reach out to other clubs and offer to share their events on our social media and email in exchange for them sharing our events with their membership
  - Westfield Riding Club & Barre Riding and Driving Club - Info is being sent to these clubs
  - Jen will ensure that email addresses for local barns are included on our email list - if anyone has ideas of who to include, please forward those to Jen

**Board Vacancies:**

- Officer Positions:
  - Secretary position - which is an Officer position - is open. Molly McCutcheon is currently serving as interim Secretary. This position will have a term through 2026.
  - Treasurer position - Irina is willing to run for this position for a term running through 2027.

- Vice-President position - Jen is willing to run for this position for a term running through 2027. She would, however, prefer for someone else prep to take on the Membership duties.
- Director Positions:
  - #2 (3 year position) = Vacant
  - #3 (3 year position) = Diane Merritt is willing to run again
  - #4 (3-year position) = Sherry Whitmore is willing to run again
  - #5 (2 year position) = Diane Raucher Miller is willing to run again
- Election Procedures according to the new bylaws
  - We will need to keep track of attendees at our annual meeting to determine who is a member and has not yet voted in order to give them a ballot
  - In advance of the annual meeting, members will be notified of the vacant and renewing positions
    - The email will also state that no nominations will be accepted at annual meeting
    - Nominations need to be received by a set date (TBD around 2 weeks prior to the annual meeting)
    - Electronic votes need to be received by a later set date (TBD just prior to the annual meeting)
  - There will be a new option for electronic voting as well as voting in-person at the end of year meeting
    - Electronic voting will be available before the in-person voting for those who cannot be present at the end of year meeting
    - A list of members will be created to track those who voted electronically, and paper ballots will only be available to those who didn't already vote

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

- Income: YTD \$4960.13
- Expenses: YTD \$5929.12
- Grounds mowing invoices will be sent shortly

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

- None noted

#### **Bylaws Committee:**

- Bylaws Committee will be submitting proposed revised bylaws to the larger Board within the next week or two - we hope to submit for club member comment prior to our annual meeting, and vote to ratify the new bylaws at the annual meeting

#### **Upcoming Events (Identify Point Person for each, use pre-event checklist):**

- 4H Fun Day October 19 - Sherry is the lead - Doesn't need anything at this point
- End of Year Meeting **November 15**
  - Attendance at the end of year party will be for members and their guests
  - Potluck meal

- Sign-up Genius has an option to sign up for certain food categories (i.e. salad, main, desert, deserts) → needs to be reviewed a week prior to find gaps
    - Board members will fill in gaps in food categories
    - Diane Merritt will bring paper products
    - No alcohol in Grange Hall
  - The games were enjoyed last year
    - Bingo will take place this year (Rory has volunteered to run bingo)
    - A short trivia round (Teri will do), and trivia questions appearing at end of year meeting will also appear in the winter trivia (to incentivize attendance)
    - Raffle will also take place (Sherri has volunteered to set it up and will get tickets/signs)
      - Free Memberships for next year
      - Respect horses on the road signs
      - More TBD
  - Board members will aim to be at Grange by 5pm to set up, event will start by 6pm and will aim to be done by 8:30pm (Sherri will be there at 5pm with the key to open)
    - Irina volunteered to get dark green table cloths
    - Diane Merritt will bring paper products
    - See above for who will set up games
- Annual report (written and speech)
  - Various members noted that the speech has sometimes been long and/or depressing in the past - try to keep it short and light but still factual and informative
- To do
  - Teri will send out email to members about nominations, running, where, when, activities, tomorrow (Jen will remind)
  - **Jen will create in person ballots to be made available**
  - Teri will send another email in 2 weeks pot luck sign up about voting (electronic and in-person)
  - Diane Miller will set up sign-up genius
  - Sherri will tell Irina the amount needed in a check for the Grange

### **Advertising & Promotion:**

- *FB Promotion Subcommittee (Jen, Teri, and Rory)*
  - *Created standard protocol for posting events on FB*
  - *Created a deadline of April 1st for nailing down details of all events for the year*
  - *Add barn managers to our general email distribution*
  - *Create email list of all of our contacts for email distribution*
- *The Board agreed that we should identify other organizations who might be willing to share our events with their email lists*
  - *Hess McWilliams when we have events related to equine health*

- Horse boarding farms
  - Nancy Carrier
  - Kate Raymond
  - Fuller's (Lori Brogle)
- Lise Krieger - New England Saddle Fitter

#### **Grounds Business:**

- **Porta-Potty:**
  - Can we install a composting toilet? Molly will research whether a composting toilet would be legally allowed
  - Irena will cancel porta potty as of Monday 10/20/25
- **Lawnmowing:** Tyler will be sending end of the season bills shortly
- **Improvements - Pavilion? Fair Season Tent?**
- **Trails:** There remains a small amount of trail clearing to be done. Do we want to schedule a method for tackling that project?
- **Secretary Booth Door:** Teri found a door panel and will pick it up on Friday and then install via sliding barn door hardware
- **Ring Painting:** Teri will include plea for help in an email to members and on FB groups, Diane will paint as she can
- **Lights:** Solar, mounted on 2x4's pressure-treated at least 8 feet tall (Rory's are mounted about 7 feet high), 8 posts?
  - We will send a survey to members about if they would support new lighting and footing improvements - Would people use it if we made these improvements? Would they be willing to help fund it? Jen will start a draft
  - Rory, Diane, and Teri met at Rory's and determined we will need to have lights mounted at least 9 feet high
  - When we are ready, we might consider getting one light and see how well it illuminates and then make a determination about a lighting plan for the whole ring
- **Ring Repair -**
  - Teri and Diane Miller met with Teri's excavator at the grounds to determine how much it might cost to re-surface the ring. The minimum quote was \$18,000 for materials and an additional \$22,000 for labor = \$40k
- **Rental of our grounds - Make available for weddings?** Board agreed we should discuss this further in future meetings
- **Jump Storage plan?**
- **New sign some day? Sign at Route 9?**
- **Consider building a pavilion and/or stalls?**

#### **Past Events needing Recaps done:**

- Games in Goshen - Recap for Games in Goshen: they were smaller than previous years but a more detailed report will come after the form is filled out by Rory
- Hawley Ride, Teri was lead
- 10/5 Northfield Trail Ride - Diane Merritt was Lead

## **RIBBONS/PRIZES:**

- *Rory was thinking that perhaps we should have prizes with logo stickers on them instead of ribbons - Rory will cost out getting items instead of ribbons*
  - *36 brushes - \$.60/per*
- *Cost of the ribbons from last year was \$900 (covered 4 nights)*

## **Event Options yet to be scheduled**

- *Paint and Sip, horse themed (Alex Sprague could teach) - Teri will send information to the Board about the details - we may do this next winter*
- *Clinics*
- *Seminars*
  - *What's in that hay? Poulin?*
  - *Estate Planning for your horse?*
- *Fall ride around property*
- *Haunted Trail Fundraiser*
- *Lake Dennison Ride*
- *Diane Miller suggested we explore tag-teaming with Hess McWilliams vet talks*
- *Jen noted that Massoud Hashemi at UMASS Extension office might do a talk for us*

## **Other**

- *MA Farm Bureau*
- *Do we need a policy and procedure to address lameness and maltreatment when this is witnessed at any of our events? If so, let's create a sub-committee to draft one to present to the rest of the Board*

## **Next Meetings:**

- **Annual Meeting NOVEMBER 15th, 6:00 at Williamsburg Grange**