

RMDS EXECUTIVE BOARD MEETING MINUTES

October 8, 2020

Zoom Meeting

Meeting @ 6:30 PM

Attendance: MaryJo Hoepner, Dorothy Kapaun, Ginka Kubelka, Nicole Bizzarro, Beth Geier, Sharon Soos, Gwen Ka’awaloa, Karen Harkin, Joan Clay, Didi DeKrey, Natalie DeFee Mendik, Heather Petersen, Stan Adamson, Shannon Lemons

Proxies: Arlene Rhodes to Karen Harkin; Simone Windeler to Heather Petersen; Stephanie Stokes to Sharon Soos

Call to Order-President

Gwen Ka’awaloa

Meeting called to order at 6:30 pm by Gwen Ka’awaloa

Treasurers Report

Sharon Soos

Funds as of September 30, 2020

RMDS Checking Account \$37,822.17

RMDS PayPal (as of 12/19/2018) \$ 490.30 Total \$38,312.47 operating cash total

Restricted Funds as of September 30, 2020

Database/Website \$ 0.00

RMDS Scholarship \$ 4,592.29

Reserve \$ 0.00

TOTAL \$42,904.76

Database / Website Development By CodeGeek

Estimated:

Cost \$66,000 - \$88,000

Timeframe: 8 Months

Payments:

1st Payment 07/22/2019 \$16,500.00

2nd Payment 12/18/2019 \$17,875.00

3rd Payment 02/14/2020 \$17,875.00

4th Payment 04/16/2020 \$17,875.00

Final Payment = ?????

Total \$70,125.00

Estimated Due:

\$88,000 - \$70,125 = \$17,875.00

Donations:

As of 12/31/2019 \$5,735.00

Received in 2020 \$7,014.00

Total \$12,749.00

Payment Terms:

First payment of one quarter (1/4) of the quote is due before work commences

Second payment of one quarter (1/4) of the quote is due 60 days after work commences.

Third payment of one quarter (1/4) of the quote is due 120 days after work commences.

Fourth payment of one quarter (1/4) of the quote is due 180 days after work commences.

Remaining balance is due upon delivery, defined as the date upon which the website is approved on our testing servers, and prior to it being made available to the public via the Internet.

Heather presented some information from a meeting that she and Beth had with CodeGeek on Tuesday. We will owe the full final payment of \$17,875. They have put in 1550 hours for the 800 hour project that they bid. They will not charge us the extra, but do ask that the 150 hours left over that 1550 hours be split between them and us – that would be \$8250 left for us to cover. There is also some maintenance that will be due before the end of the year that will run approximately \$2750.

Ginka Kubelka moved to approve the \$8250 additional funds needed to complete the project (the additional 150 hours that CodeGeek is going to split cost-wise with us) and the \$2750 needed for software maintenance, 2nd by Dorothy Kapaun. The motion passed unanimously.

Nominating Committee Update from Stan:

President – Dorothy Kapaun

VP – Gwen Ka’awaloa

AA – Anclaire Spaulding and Karen Harkin as co-chairs

Champ – Anclaire Spaulding

Communications – Nicole – anyone else interested?? Nicole feels this is a little bit of a conflict and would love to see if someone else will please consider this position.

Marketing – Vacant

Scholarship – Natalie Defee Mendik

Jr/YR – Cassandra Dipentino

Anclaire Spaulding had asked that we consider allowing folks to pay to advertise on the RMDS Facebook page. There was some discussion and we discussed how other groups do it for sponsors and advertisers. It is a lot to consider for us.

Stan Adamson moved and Heather Petersen 2nd to table the discussion on charging for posting on the RMDS Facebook page and we would look at that in the future.

Budgeting Session

Sharon Soos

- Sharon would like to start with the 2020 budget since we had a very abnormal year in 2020.
- Nicole presented the new thoughts on publications – the twice a year, doing away with the monthly print Centaur, budget figures and such for consideration for the planning of the 2021 budget. The new magazine will hopefully allow us to use the media postage rate as the current omnibus has not allowed us to use it. Hoping for about 100 pages, but depends of course on content. First edition would look like the USDF Year End issue and the 2nd edition would look more like the USDF Connection for a normal month. **Stan Adamson moved that we approve the proposal from Nicole which would include cancellation of the print Centaurs and a 1st edition combined print of the RMDS Magazine (omnibus edition) starting in January of 2021, 2nd by Heather Petersen.** Discussion of the budget only including the 1st issue. It will be a see as you go for now so that we can evaluate the product. How will we generate advertising? It was pointed out that even without a marketing person for the last 2 years we haven't lost much money, but Nicole does have a couple of folks in the core group that want to help with advertising/marketing for this particular product. **Motion passed with Nicole Bizzarro abstaining.** Budget looks to be a \$12,050 income and \$17,250 loss very conservatively.
- Discussion of championships – we would like to do a sport horse championships in Colorado. We need to work with the New Mexico chapter on how to do RMDS Championships and prizes and ribbons and such.
- Donations – going with only Scholarship at this point in time so that we can focus on building our organization back up.
- Database/website in previous meeting discussions.
- AA will be trying to set dates and host George Williams for 2021 to make up for 2020.
- Banquet is zeros since we won't be doing one in person for 2021.
- Central Office same as 2020.
- Membership is our starting point – our major income. Leave it at 45K. Expense is \$23,100 - \$23 GMO to USDF and \$10 to chapters.
- Horses we will be conservative - \$5000
- Awards – Shannon presented her budget with comparisons of last year and thoughts on the coming awards banquet. \$8000 expense, \$600 reimbursement, net -\$7400. Leave it the same as 2020.

- Educational programs – net \$0
- Jr/YR Program - \$500 net loss
- Jr/YR camp - \$3500/\$3500 – net 0
- Marketing/Expo/merchandise – horse expo - \$900 loss. Gwen is doing a presentation, so we decided to stay involved. \$200 income for merchandise sales - \$700 net loss.
- Operating – treasurer/convention - \$3500 Net Loss.
- Professionals - \$6700 income / \$7000 expense.
- Scheduling/insurance - \$250 income / \$2000 expenses - \$1750 net loss – most of the show renewals have been rolled over to 2021 with the cancellation of competitions due to Covid.
- Scholarship – income - \$1500K, expense - \$2000 - \$500 net loss.
- Taxes / Legal / Audit - \$225 income – chapter reimbursement - \$1000 expenses.
- Team - \$2300 income, \$1000 expense - \$1300 net gain.
- Misc – basically a clearing house. \$500/\$500
- Adding some income to the website/database for future donations - \$2000.

Income – \$88,635.00, expenses \$96,510.00 – net is \$7,875 loss.

Discussion of the execution of the proposals for the RMDS Magazine into contracts or amendments of current contracts.

New Business:

- BOG – November 21st – Discussion of schedule for the Zoom sessions.
 - 8:45 Attendance and check-in
 - 9-10:30
 - 10:30 Break
 - 10:45-12:15
 - Lunch 12:15-1:00
 - Afternoon 1:00-until needed

8:50 pm. Stan Adamson moved to adjourn, 2nd by Sharon Soos. Motion passed unanimously.

Rocky Mountain Dressage Society			
2021 Budget			
2021 Budget	Income	Expense	Net Change
Adult Amateur	\$ 4,210.00	\$ 4,510.00	(300.00)
BOG Awards	\$ 400.00	\$ 7,400.00	(7,000.00)
BOG Banquet	\$ -	\$ -	0.00
BOG Meeting		\$ 1,800.00	(1,800.00)
Central Office	\$ 3,000.00	\$ 13,000.00	(10,000.00)
Championship/Breed Show	\$ -	\$ 1,000.00	(1,000.00)
Donations		\$ 1,000.00	(1,000.00)
Education/Clinics	\$ 1,800.00	\$ 1,800.00	0.00
Jr/Yr Program		\$ 500.00	(500.00)
Junior Camp	\$ 3,500.00	\$ 3,500.00	0.00
Marketing/Expo/Merchandise	\$ 200.00	\$ 900.00	(700.00)
Membership - Dues	\$ 45,000.00	\$ 23,100.00	21,900.00
Membership - Horses	\$ 5,000.00		5,000.00
Miscellaneous	\$ 500.00	\$ 500.00	0.00
Operating (USDF Conv/Treas Exp)		\$ 3,500.00	(3,500.00)
Professional Committee	\$ 6,700.00	\$ 7,000.00	(300.00)
Publication (RMDS Magazine)	\$ 12,050.00	\$ 17,250.00	(5,200.00)
Scheduling / Insurance	\$ 250.00	\$ 2,000.00	(1,750.00)
Scholarship	\$ 1,500.00	\$ 2,000.00	(500.00)
Taxes / Legal / Audit	\$ 225.00	\$ 1,000.00	(775.00)
Team Competition	\$ 2,300.00	\$ 1,000.00	1,300.00
Website/Database	\$ 2,000.00	\$ 3,750.00	(1,750.00)
Total	\$ 88,635.00	\$ 96,510.00	(\$7,875.00)

Respectfully submitted, Heather Petersen