

Missoula Equestrian Council

Tuesday, March 1, 2011 – 7:00 PM – Hilton Garden Inn Board Room

Board members present: Lisa Barnes, Mike Hartkorn, Barbara Howell, Ginny Schuler, Drue Kerns, Autumn Kozimer; Janice Maurer, Kathi Olson, Christine Foster

Guests present: Laura Bakker

7:00 PM Members, Guests & Visitors

Public Comment Period – none submitted

7:10 PM 1. Call Meeting to Order - Roberts Rules of Order: Barbi Howell, President

2. Minutes – Lisa Barnes, Secretary.

Minutes were distributed and discussed electronically prior to this meeting. Ginny proposed a motion to accept the final electronic version of the minutes as distributed; Janice seconded the motion, motion passed.

3. Treasurer's Report – Janice Maurer, Treasurer

Financial reports were distributed and discussed. Shavings appear on the balance sheet as an asset until sold. Ginny proposed a motion to accept the financial statements as distributed; Kathi seconded the motion. Motion passed.

4. Grounds Keepers Report – no update was provided in the absence of the groundskeeper.

5. Business

a. Shows/Events/Calendar/Insurance – Barbi reviewed the show and events schedule, there was a discussion of insurance coverage. All scheduled shows have been submitted to insurance and are covered. Outside shows and events are required to provide a certificate of liability insurance or may elect to pay \$50 per show day to add insurance, piggybacked onto the MEP policy. A show development guide will be posted to the web to provide additional support in this regard. (details in 'd', below)

b. Web Site – Ginny – Ginny presented web updates and proposed changes

c. Western Events Arena – Laura presented a description of the proposed WEA including dimensions. The proposal and design will next be submitted for contractor bids. This request for bids is limited to fencing and installation only; add-ons such as chutes may be considered by the board at a future date.

d. Show Requirements Guide – Autumn & Christine

Autumn provided suggested information on a MEP show planning guide. She proposed that the MHC develop a welcome letter and cover sheet to be distributed to each individual or agency requesting to hold an event or show at MEP. This will be sent along with an informational packet to agencies or individuals requesting to coordinate or host an event at MEP. The agency will have an assigned event coordinator who will oversee show development; that individual may contact the board for support.

Laura pointed out the board requirement that a representative of every scheduled show must attend MHC board meetings the month prior to and the month following the scheduled event or show. This is a mandatory requirement. Show coordinators will be notified of the dates of the pre- and post- event meetings and the MHC will be notified of the name of the individual who will represent their organization at the meeting. Organizations not satisfying this requirement are at risk of losing their event date and the event deposit.

- e. Facebook – Autumn has been added as co-administrator to the MEP facebook. She presented ideas on implementing the page and requested that everyone join who has a facebook page to stimulate its use and visibility on the web.
- f. Stall Roof – Kathi & Mike- several new ideas were suggested and board members will explore various cloth, spray, tar, options. Roof dimensions are approx 300'x 25'.
- g. Advertising – Kathi distributed the “Uncover Missoula” advertisement that has been posted. The ad detail was taken directly from the MEP web page.
- h. Fundraisers –Drue reported on future potential fundraising opportunities.
- i. Barbi reported that Leoni at the Cenex Equestrian shop has donated various items for mini-event prizes. A thank you letter will be mailed.
- j. The *Russell Riders* 2010 usage agreement was reviewed for 2011 and the following points were agreed upon:
1. Helmets are required for all riders at all times regardless of age.
 - i. If at any time helmets are not worn by any riders, the Russell Riders organization will forfeit park usage privileges for the remainder of the membership year.
 2. All riders must be current, active members of the park

3. The organization must provide a certificate of current liability insurance covering all members at all times during park use.
4. The cost for arena watering and care in support of *Russell Rider* pre-scheduled usage is calculated as \$600 for the 2011 season. This amount must be paid in full by *Russell Riders* in advance of the usage season. This expense is non-refundable.

Autumn proposed a motion to approve the above conditions of *Russell Riders'* usage of the park. Janice seconded the motion; Motion carried.

- k. The Horse Expo planning is underway: meetings are held on the second Wednesday of each month at the Press Box. This event is cosponsored by the MHC and the Back Country Horsemen of Missoula. It will be held this year on May 21, 2011 at the park.

I. "Other" Items

1. Drue- regarding student senior project activities

- i. Arwyn's show date must be rescheduled; the board discussed and approved it to be rescheduled to Sunday, May 15th.
- ii. Other student- proposed to paint the jumps as the volunteer component of her senior project. The board will purchase paint for her use. Drue will coordinate the purchase of paint; budget limit is \$250.00. Motion proposed by Christine, seconded by Ginny, approved by the board.

9:15 PM Lisa proposed a motion to adjourn the meeting; Autumn seconded. Meeting Adjourned.

Next Meeting: Tuesday April 5, 7pm – Hilton Conference Center Clark Fork Board Room