



USHJA Board of Directors

Meeting Minutes

Monday, December 10 - Thursday, December 13, 2018
 Tampa, Florida

Session I – Monday, December 10

Board Members Present: Mary Babick, John Bahret, Shelley Campf, Debbie Bass, Katie Benson, Tom Brennan, Diane Carney, Rick Cram, David Distler, Joe Dotoli, Margie Engle, Dianne Johnson, Anne Kursinski, Larry Langer, Britt McCormick, Tobey McWilliams, Betty Oare, Cheryl Rubenstein, Charlotte Skinner-Robson, Jimmy Torano, Sissy Wickes

Board Members Not Present: None

Staff Present: Kevin Price, Marianne Kutner, Howard W. Pike, Leslie Mangan

I. Welcome

Mary Babick welcomed the Board and the meeting commenced at 4:00 p.m. EST. Ms. Babick addressed the Board and provided explanation that due to extraordinary circumstances, the USHJA Officers acting under USHJA Bylaws Article 404, Section 14, were allowing Director Tobey McWilliams to participate in the meeting via teleconference.

II. Roll Call

Roll call was conducted and it was established that there was a quorum present.

III. Approval of Agenda

Larry Langer made a motion to adopt the meeting agenda, as presented. Rick Cram seconded, and the motion was unanimously approved.

IV. Approval of the Meeting Minutes from November 19, 2018

Mr. Langer made a motion to approve the minutes of the November 19, 2018 Board of Directors meeting, as presented. Diane Carney seconded, and the motion was unanimously approved.

V. Review of Conflict of Interest and Ethics Statement

Ms. Babick reviewed the Conflict of Interest Statement and Ethics Policy and reminded Board members to complete, sign and return a copy of the Disclosure and Affirmation as well as the Conflict of Interest Disclosure Statement, which is an annual requirement for all board members.

VI. President's Report

Ms. Babick provided a verbal report regarding recent activities since the last Board meeting in November.

Work continues on the USHJA National Championship Specifications and qualifying process. The Federation has notified USHJA that January 10 is the submission deadline for these materials. Ms. Babick will continue to work with staff, Charlotte Skinner-Robson, Robin Rost-Brown and USEF to finalize the specifics and the language. A Board meeting will be scheduled in early January to review and approve the specifications and qualifying criteria prior to submission to USEF.

Discussion with USEF continues with respect to the MOU regarding USHJA program specifications, especially related to the timeline between the close of the qualifying period and the beginning of a USHJA program championship.

She reminded Board members who are retaining their seats in the new term about the mandatory Board training session being held following the final Board meeting session on Thursday, December 13.

Seating of the Planning Committee is just about complete. The committee's first task will be to review the bylaws and related governance documents, and the second objective will be to review the actual governance structure of the Association. The committee will be providing its initial report to the Board at the May, 2019 meeting.

Outreach Program – USEF is requesting that all the senior members who compete in Outreach competitions be required to take Safe Sport training in order to be eligible to compete. Ms. Babick has asked Marianne Kutner to reach out to outside counsel Andy Jacobs to assess the situation and help determine to what level within the Association initiatives need to be implemented to ensure USHJA is in compliance with the Federal legislation. USEF will begin auditing all of its recognized affiliates with respect to Safe Sport compliance. USEF has also requested that affiliate designees attend the Federation's monthly Safe Sport meetings in an effort to remain fully informed and current with the requirements. Ms. Babick reported that she and Kevin Price will serve as the designees and will be attending the monthly meetings

Ms. Babick and Mr. Price are still working on the USEF Affiliate Agreement. The final document will be presented to the full Board prior to it being signed.

VII. Treasurer's Report

Shelley Campf presented the Treasurer's Report. No questions were asked.

Cheryl Rubenstein made a motion to approve the Treasurer's Report, as presented. Dianne Johnson seconded, and the motion was unanimously approved.

VIII. Election Procedures & Presentation of Voting Slate

Mr. Cram made a motion to place the Election Procedures and Voting Slate of Officers and At-Large Directors on the floor for discussion and vote. Ms. Carney seconded, and the motion was unanimously approved.

Ms. Babick turned the meeting over to Nominating Committee Chair, Howard Pike.

IX. Nominating Committee Report to the Board

Nominating Committee Chair Howard Pike presented the Nominating Committee Report that included the final voting slate of officers and Directors At-Large:

Secretary – Four-Year Term

Dianne Johnson – Nominating Committee Nominee

Treasurer – Four-Year Term

John Bahret – Nominating Committee Nominee

At-Large Directors (4 seats) – Four-Year Terms

Richard Cram – Board Floor Nominee

Steven Hankin – Board Floor Nominee

Britt McCormick - Nominating Committee Nominee

Tobey McWilliams – Nominating Committee Nominee

Betty Oare - Board Floor Nominee

Cheryl Rubenstein - Nominating Committee Nominee

Susan Schoellkopf - Board Floor Nominee

Liz Soroka - Board Floor Nominee

James Urban - Nominating Committee Nominee

Caroline Weeden - Board Floor Nominee

Ms. Carney made a motion to approve the Nominating Committee report and voting slate, as presented. Charlotte Skinner-Robson seconded, and the motion was unanimously approved.

X. Election of Secretary and Treasurer

As required by the USHJA Bylaws, Board members participated in the voting process by casting their votes individually via secret ballot. Nominating Committee Chair Howard Pike and USHJA Legal Counsel Marianne Kutner, assisted by USHJA staff Leslie Mangan and Kevin Price, witnessed votes being cast and tallied the ballots upon completion of the voting process.

At the conclusion of the vote tally, Dianne Johnson was announced as the USHJA Secretary and John Bahret was announced as the USHJA Treasurer.

XI. Election of At-Large Directors (for 4 available seats)

Board members repeated the voting process by casting their votes individually via secret ballot. Nominating Committee Chair Howard Pike and USHJA Legal Counsel Marianne Kutner, assisted by USHJA staff Leslie Mangan and Kevin Price, witnessed votes being cast and tallied the ballots upon completion of the voting process.

At the conclusion of the vote tally, Britt McCormick, Tobey McWilliams, Cheryl Rubenstein, and James Urban were announced as At-Large Directors to the USHJA Board.

XII. Ratification of Working Group Appointments to the USHJA Board

Ms. Babick announced the results of the Hunter and the Jumper Working Group elections for Discipline Vice Presidents and presented the list of resulting appointments to the USHJA Board. A ballot was signed and submitted by each Board member ratifying the following appointments to the USHJA Board (each for a four-year term):

Discipline Vice President – Hunter

Robin Rost Brown

Discipline Vice President – Jumper

Charlotte Skinner-Robson

XIII. 2019 USHJA National Championship Host Location

A motion was made and seconded to place consideration of the 2019 USHJA National Championship Host Location on the floor for discussion and vote. The motion was unanimously approved.

Ms. Babick notified the Board that Patrick Boyle and Stephanie Wheeler had been invited to the meeting to be available to answer questions. She informed the Board that the subject of annual east/west rotation of the National Championship venue had arisen again. She indicated that a new request had been made to keep the National Championships aligned with the Las Vegas National Horse Show minimally for two additional years, but with a preferred request it remain there for five years.

Ms. Babick turned the meeting over to Patrick Boyle who briefly summarized the inaugural event. While extremely successful in its first year, there are proposed commitments from sponsors for additional monetary support should the event stays in Las Vegas in subsequent years. In order to build cohesiveness, long-term support, branding and identity, it was recommended the Board consider allowing the Championships to remain in Las Vegas for the next five years.

Board discussion ensued regarding the quality of the first year's event and the successful execution of a new concept. At the end of discussion, the group agreed that the National Championships should remain in Las Vegas for the requested five years.

Hearing no more discussion, the Board members voted unanimously to maintain the USHJA National Championship venue at Las Vegas, in conjunction with the Las Vegas National, for the next five years (2019-2023).

XIV. 2018 Rule Change Procedures

Board members reviewed the 2018 rule change procedure document provided to them in their meeting materials, and Ms. Babick pointed out that due to calendar constraints and the timing of the USEF Annual Meeting, there would be no opportunity to refer any rule change proposals from this Annual Meeting. She stressed that all USHJA actions needed to be entered by the close of the final Board meeting session on Thursday, December 13.

XV. 2019 Board of Directors Meeting Schedule

Board members reviewed and approved the 2019 meeting calendar for both the Board and the Executive Committee, as amended on the floor to move the first Board meeting from January 14 one week earlier to January 7. Conversation ensued regarding the location of the in-person Board meeting and the request was made to move it from Minneapolis to Chicago. Ms. Babick agreed to investigate the possibility of moving the meeting and will report back to the Board.

XVI. Old Business

None

XVII. New Business

None

XVIII. Recess

There being no further business, Ms. Carney made a motion to recess, and the meeting recessed at 5:30 p.m. EST.

Session II – Tuesday, December 11

Board Members Present: Mary Babick, John Bahret, Shelley Campf, Debbie Bass, Katie Benson, Tom Brennan, Diane Carney, Rick Cram, David Distler, Joe Dotoli, Margie Engle, Dianne Johnson, Anne Kursinski, Larry Langer, Britt McCormick, Tobey McWilliams, Betty Oare, Cheryl Rubenstein, Charlotte Skinner-Robson, Jimmy Torano, Sissy Wickes

Board Members Not Present: None

Staff Present: Kevin Price, Marianne Kutner, Leslie Mangan

I. Welcome

Ms. Babick welcomed the Board and the meeting resumed at 4:00 p.m. EST. She announced that due to consideration of the last agenda item, which involved consideration of a recipient of a surprise award, the meeting would be closed once the Board got to that point in the agenda.

II. Roll Call

Roll call was conducted and it was determined that the quorum established in the meeting's opening session was maintained.

III. Approval of Amended Agenda

The agenda was amended to add Larry Langer's address as new item 7.

Dianne Johnson made a motion to adopt the amended agenda; John Bahret seconded. The motion was unanimously approved.

IV. Executive Director Report

Kevin Price supplemented the written report that was provided within the meeting binders. He recapped a successful year programmatically. He pointed out several of the new sport and education programs that were added in 2018, and acknowledged staff across all departments that

participated in the planning and implementation of those new programs. As the organization heads into 2019, there will be several new programs launched including:

- Sallie B. Wheeler Hunter Breeding Championships as co-branded events with USEF
- USHJA 3'3" Hunter Seat Medal
- Jumper Classic Series
- Platinum Jumper Championships
- USHJA Pony Hunter Derby Championship
- Enhanced opportunities within the EAP program by the offering of 3' sessions being held at certain Regional Training Sessions

On the administrative side, he reported that a new HR firm had been contracted and he is working closely with the firm to assess staff training needs. He mentioned the firm's principal will be on-site to lead the new Board member training on Thursday afternoon. Additionally, infrastructure assessments are also being performed in an effort to determine optimal use of the office space within the building.

He reported that Leigh Anne Claywell recently joined the staff as Director of Operations, and that Megan Lacy will be leaving USHJA due to her relocation to Texas. Her former duties as Managing Director of Communications have transitioned to Louise Taylor. For the time being, Megan will continue to work with USHJA in an independent contractor capacity.

At the conclusion of the report Diane Carney provided a comment that the Gold Star Clinic program, which currently appears under the sport programs, really should be relocated to the Education side going forward.

V. Ratification of Working Group Appointments to the USHJA Board

David Distler made a motion to place ratification of Working Group Appointments to the USHJA Board on the floor for discussion and vote. Larry Langer seconded, and the motion was unanimously approved.

Ms. Babick announced the results of the Hunter and the Jumper Working Group elections for Discipline Directors and presented the list of resulting appointments to the USHJA Board. A ballot was signed and submitted by each Board member ratifying the following appointments to the USHJA Board (each for a four-year term):

Discipline Directors – Hunter

Mike Rosser – Athlete
 Caroline Weeden – Athlete
 Richard Cram
 Betty Oare

Discipline Directors – Jumper

Margie Engle – Athlete
 Jimmy Torano – Athlete
 Brooke Kemper
 Anne Kursinski

VI. USHJA Foundation Bylaw Amendment

Mr. Bahret made a motion to place the USHJA Foundation Bylaw Amendment on the floor for discussion and vote. Ms. Johnson seconded, and the motion was unanimously approved.

Board members reviewed a proposed amendment to the USHJA Foundation Bylaws that modifies the Foundation's mission statement. The following mission statement language was formally approved by the USHJA Executive Committee on June 5, 2018, but had not yet been placed within the Bylaws:

Article 103 – Objectives

[...]

~~Section 3. Mission Statement. The mission of the USHJA Foundation is to advance and promote the hunter/jumper discipline by financially and otherwise supporting the programs and initiatives of the United States Hunter Jumper Association, Inc.~~ ***The USHJA Foundation advances the educational, humanitarian, and competitive programs of the USHJA.***

Hearing no discussion, the Board members unanimously approved the Mission Statement amendment to the USHJA Foundation Bylaws, as presented.

VII. Larry Langer Statement to the Board

Outgoing Board member Larry Langer addressed the board and provided a statement concerning the genesis of his volunteer involvement and his history in governance. He implored others to get and stay involved. He expressed his thanks for the recognition and accolades received over the years, expressed his gratitude for being part of the process, and thanked his fellow board members.

Ms. Babick closed the meeting and excused the audience from the room.

VIII. Consideration of Awards Committee Request – WCHR Kavar Kerr Award Recipient

Mr. Distler made a motion to place consideration of the Awards Committee request regarding the Kavar Kerr Award on the floor for discussion and vote. Mr. Bahret seconded, and the motion was unanimously approved.

Board members reviewed a proposal submitted by the Award Committee that requests approval of naming Louise Serio as the 2019 WCHR Kavar Kerr Award recipient contingent upon Award Committee approval at their meeting the following day.

At the conclusion of discussion, the Board members unanimously approved naming Louise Serio as the recipient of the 2019 Kavar Kerr Award contingent upon Awards Committee approval during their meeting on Wednesday, December 12.

IX. Old Business

None

X. New Business

Margie Engle brought up the subject of the nominating and voting process for USHJA Directors. Lengthy discussion ensued regarding the current nominating and voting process and whether or not modifying it might better serve the organization as well as potentially engage the membership by allowing more direct participation in the process. Ms. Babick confirmed that the governance structure, including the nominating and voting process, would be one of the first orders of business for the Planning Committee in 2019.

XI. Recess

There being no further business, Mr. Bahret made a motion to recess, and the meeting recessed at 6:00 p.m. EST.

Session III – Thursday, December 13

Board Members Present: Mary Babick, John Bahret, Shelley Campf, Debbie Bass, Katie Benson, Tom Brennan, Diane Carney, Rick Cram, David Distler, Joe Dotoli, Dianne Johnson, Britt McCormick, Betty Oare, Cheryl Rubenstein, Charlotte Skinner-Robson, Sissy Wickes

Board Members Not Present: Margie Engle, Anne Kursinski, Larry Langer, Tobey McWilliams, Jimmy Torano

Staff Present: Kevin Price, Marianne Kutner, Leslie Mangan,

I. Welcome

Ms. Babick welcomed the Board and the meeting resumed at 8:00 a.m. EST.

II. Roll Call

Roll call was conducted and it was determined that the quorum established in the meeting's opening session was maintained.

III. Approval of Amended Agenda

The meeting agenda was amended to add consideration of rule change proposal #346-18 (GR840) to the beginning of the Voting Calendar

A motion was made and seconded to adopt the amended agenda, and the motion was unanimously approved, by those present.

V. Rule Change Proposals

Charlotte Skinner Robson made a motion to place all the proposed rule change calendars on the floor for consideration and vote. Sissy Wickes seconded, and the motion was unanimously approved by those present.

Consent Calendars - Approval

Directors requested that a total of seven of the rule change proposals be removed from the consent calendar and moved to the voting calendar. Tracking #321-18 (Special Competitions), Tracking #333-18, #274-18 & #273-18 (Certified Hunter Course Designers), Tracking #326-18 (Result Reporting – fence heights), Tracking #277-18 (Curbs), and Tracking #165-18 (A/O Jumper Owner Verification) were moved to the Voting Calendar.

There being no further comment or question, the consent calendar listed below was put to vote and was unanimously approved by those present:

Consent Calendar - Approval

Rule	Tracking #	Draft #	Description
GR204	323-18	2	
GR309	321-18	4	Special Competitions moved to voting calendar
GR846.2	335-18	2	Accident Preparedness Plan
GR1021	333-18	4	Certified Hunter Course Designer moved to voting calendar
EQ109	274-18	4	Certified Hunter Course Designer moved to voting calendar
HU116.2	273-18	4	Certified Hunter Course Designer moved to voting calendar
GR1214	326-18	4	Result Reporting – Fence Heights moved to voting calendar
HJ102	252-18	3	HJ Chapter Rewrite
HJ201.2	281-18	1	Standalone Hunter Derby License
HU167	280-18	1	Standalone Hunter Derby License
HU144.3	278-18	2	Hunter Breeding
JP103.4	184-18	1	Senior Steward – schooling area supervision
JP111.3	182-18	1	Tack – Age restricted classes
JP111.5	277-18	2	Curb Straps moved to voting calendar
JP116	276-18	2	Young Jumper Course Guidelines
JP117.1	165-18	4	A/O Jumpers – Verifying Ownership moved to voting calendar
JP117.1	181-18	1	Fence Height Nomenclature
JP122	173-18	1	Open National Standard
JP122.4	275-18	1	Open National Standard

Consent Calendars - Disapproval

No rule change proposals within this calendar were removed.

There being no further comment or question, the disapproval consent calendar listed below was put to vote and was unanimously approved by those present:

Consent Calendar - Disapproval

Rule	Tracking #	Draft #	Description
GR846	350-18	1	Jogging for Soundness
GR1304.25	015-18	1	Certified Schooling Supervisors - Regulation
JP111	023-18	1	Tack - Bridles

Voting Calendar

The following individual actions were taken:

Rule	Tracking #	Draft #	Description	Board Action
GR840	346-18	1	Tails	Disapproved
GR301	322-18	1	Competition Licensing	Disapproved
GR311	325-18	1	Green Hunter Nomenclature	Disapproved (4 to 10 vote)
GR1131.3	324-18	1	Green Hunter Nomenclature	Disapproved (4 to 10 vote)
HJ127	196-18	1	Green Hunter Nomenclature	Disapproved (4 to 10 vote)

HU111	202-18	1	Green Hunter Nomenclature	Disapproved (4 to 10 vote)
GR609	349-18	2	Temporary Suspension	Disapproved
GR703	214-18	3	Permanent Ineligibility	Disapproved
GR839.5	338-18	2	Abuse – Official Reporting	Approved, as amended on floor
GR901.8	215-18	2	Prize List Requirements	Disapproved
GR901.8	334-18	3	Prize List Requirements	Approved, as amended on floor
GR1004.3	336-18	3	Foreign Course Designers	Withdrawn
GR1034.1	239-18	2	Stewards/TD – Enforcement	Disapproved
GR1109	212-18	2	Competition Data - Commercial Rights	Disapproved
GR1214.1	130-18	1	Results – Reporting Faults	Approved
GR1301.7	213-18	2	Motorized Devices	Disapproved
GR1301.9	337-18	3	Stall Cards	Withdrawn
EQ104.1	289-18	1	Horse Welfare	Approved
EQ105.2	176-18	1	Hunt Coats	Approved
EQ105.5	284-18	3	Curbs/Tie Downs	Approved, as amended on floor
HU126.2	283-18	3	Curbs/Tie Downs	Approved, as amended on floor
JP111	282-18	3	Curbs/Tie Downs	Approved, as amended on floor
EQ105.7	287-18	3	Cell Phones	Approved, as amended on floor
JP103.9	285-18	3	Cell Phones	Approved, as amended on floor
HU App A	286-18	3	Cell Phones	Approved, as amended on floor
HJ102	307-18	1	HJ Chapter Rewrite (USEF)	Disapproved
HJ113.19	279-18	3	Safety Personnel	Approved
HJ141.1	177-18	1	Measurement – Head Position	Disapproved
HU107.2	174-18	1	Hunt Coats	Approved
HU157.8	025-18	1	Cell Phones	Disapproved
HU172.1	024-18	1	Measurement – Stewards	Approved
HU176	019-18	1	Measurement Surface	Approved
HU188	117-18	1	Hunter Breeding Handlers	Disapproved
HU188.6	118-18	1	Hunter Breeding Sections	Disapproved
JP103.3	185-18	1	Cert Schooling Supervisors	Disapproved
JP103.9	022-18	1	Cell Phones	Disapproved
JP108.7	183-18	1	Entry Fee & Prize Money – Combined classes	Approved
JP117.7	171-18	1	A/O, Jr, Am – FEI Participation Restrictions	Disapproved
JP135.1	172-18	1	Falls	Disapproved in favor of 4/01/2019 eff date
GR309	321-18	1	Special Competitions	Disapproved
GR1021	333-18	1	Certified Hunter Course Designer	Disapproved

EQ109	274-18	1	Certified Hunter Course Designer	Disapproved
HU116.2	273-18	1	Certified Hunter Course Designer	Disapproved
GR1214	326-18	1	Result Reporting – Fence Heights	Disapproved
JP111.5	277-18	2	Curb Straps	Approved
JP117.1	165-18	1	A/O Jumpers – Verifying Ownership	Disapproved

VI. Old Business

None

VII. New Business

Outgoing Board member Shelley Campf addressed the incoming directors to ask them to revisit a decision made by this Board during a meeting earlier in the year regarding the nomination process.

VIII. Adjourn

There being no further business, the December 10-13, 2018 meeting of the USHJA Board of Directors was adjourned at 12:00 p.m. EST

Respectfully submitted,

Larry Langer, Secretary