Board Members Present: Mary Babick, John Bahret, Debbie Bass, Katie Benson, Robin Rost-Brown, David Distler, Joe Dotoli, Margie Engle, Dianne Johnson, Brooke Kemper, Anne Kursinski, Britt McCormick, Tobey McWilliams, Betty Oare, Mike Rosser, Cheryl Rubenstein, Charlotte Skinner-Robson, Jimmy Torano, James Urban, Caroline Weeden, Sissy Wickes.

Board Members Not Present: Rick Cram

Staff Present: Kevin Price, Marianne Kutner, Leslie Mangan

I. Welcome
Mary Babick welcomed the Board and the meeting commenced at 7:00 p.m. EST.

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

III. Approval of Agenda
Charlotte Skinner-Robson made a motion to adopt the meeting agenda. John Bahret seconded, and the motion was unanimously approved by those present.

IV. Approval of the Meeting Minutes
Dianne Johnson made a motion to approve the minutes from the December 10-13, 2018 Board of Directors meeting, as presented. Betty Oare seconded, and the motion was approved by majority vote with abstentions recorded from the five individuals who were not yet seated on the Board at the time of the meeting.

V. 2019 USHJA National Championship Specifications and Qualifying Criteria
Tobey McWilliams made a motion to place consideration of the 2019 USHJA National Championship Specifications and Qualifying Criteria on the floor for discussion and vote. Ms. Skinner-Robson seconded, and the motion was unanimously approved by those present.

The directors reviewed the proposed 2019 USHJA National Championship Specifications and Qualifying Criteria that was included within the meeting packet. Ms. Babick explained that the final specifications and qualifying criteria document is required to be submitted to the Federation by January 10 to ensure adequate time for USEF Committee and Council review prior to being presented to the USEF Board for final consideration at a special meeting scheduled for February.

Discussion ensued and questions were raised regarding hunter section offerings and why the selection criteria based in standings varied between the top 25 and the top 20 across the hunter sections offered. Ms. Babick confirmed that competition management had been instrumental in
working with USHJA staff to determine the sections, offerings, and selection criteria that best suited the constituency in that area of the country to ensure sections offered filled and that the appropriate number of entries were accommodated within each section. An additional question was raised as to the reasoning for offering the same Hunter prize money across all sections as opposed to increasing the prize money offerings as sections increased in fence height and/or difficulty. Ms. Babick agreed to ask competition management for their reasoning and report back to the Board.

Ms. Skinner-Robson noted that several edits were made to the document that had not been included in the document distributed in the meeting packet and proceeded to provide an update to the directors with respect to each one:

- Section Entry Fees and prize money were adjusted for the Jumper Sections
- Language concerning awarding of Champion and Reserve Champion in each Jumper section was corrected to reflect the correct process
- Language regarding entry substitutions for Jumper sections based on athlete/horse combination qualification was added to the Eligibility Requirements for the Jumper Championship qualification criteria section of the document
- The maximum number of horses each athlete may compete in the Open 1.20m, 1.30m and 1.40m Jumper sections was changed from three to two.
- Language was corrected in the 1.0m (Low Children’s/Low Adults) Jumper section qualification criteria to remove incorrect references to the maximum number of horses an athlete can compete and to correct the minimum number of points an athlete must have on the USHJA National Championship Standings List in order to be eligible to compete (20 points).

Discussion continued with respect to the Affiliate Championships section and the lack of clarity associated with how they work. There were questions raised about what the definitive definition of an affiliate organization is as well as the reasoning behind the structure of the qualification criteria. At the end of discussion, the group agreed to keep the qualification and selection criteria as presented for 2019, but agreed the issue and structure should be investigated further for subsequent years.

David Distler recommended expanding the language slightly in the section dealing with the entry submission deadline to clarify a tie-breaking procedure. The following language was proposed to address the situation:

> For qualifying for all Hunter and Jumper sections, once USHJA Zone points list are exhausted, National standings will be used on a first come first serve basis. \textit{If a tie exists after consideration of entry postmark, remaining entries will be selected by lottery.}

Jim Urban made a motion to approve the 2019 USHJA National Championship Specifications and Qualifying Criteria, as amended on the Board floor. Tobey McWilliams seconded, and the motion was unanimously approved by those present.

VI. Old Business
A question was raised regarding the status of the request made during the December 13, 2018 Board meeting by an outgoing director to conduct a review of the process and the events leading up to the Board of Directors’ decision taken during the November 19, 2019 meeting concerning the
nomination process. Ms. Babick informed the directors that, subsequent to that request, she asked USHJA Legal Counsel to obtain a second opinion on the matter from a third-party attorney. Marianne Kutner followed up by indicating she has engaged a New York Not-for-Profit lawyer who is in the process of reviewing the situation in detail. Ms. Kutner anticipates receiving that opinion within the week, or early next week. Once received, that opinion will be shared with the Board.

Discussion continued and the request was made to provide a summary of the situation to the newly seated directors to fully inform them with respect to the situation. Ms. Kutner agreed to provide a synopsis of the matter, which will include a timeline of the pertinent events.

At the conclusion of discussion, Ms. Babick confirmed that the Board would convene for a special meeting on Monday, January 28, and will enter into executive session prior to reviewing the attorney’s opinion and fully discussing the matter. All directors were reminded of the importance of maintaining confidentiality with respect to the entire situation.

VII. New Business
None

VIII. Adjourn
There being no further business, Betty Oare made a motion to adjourn, and the meeting was adjourned at 8:06 p.m. EST.

Respectfully submitted,

Dianne Johnson, Secretary