

Northwest Pony Club Region

November 5, 2022

Annual meeting @ at the Tacoma Pierce County Realtor Association (2550 S Yakima Ave #C Tacoma WA)

Meeting called to order at 9:05 am by Julie Mowbray, RS

Clubs Present: Baywood (Rachel Akins & Christine Hudson), Carbon River (Shannon Seldal & Alicia Davenport), Chehalis Valley (Alishia Hornburg), Emerald Hills (Angela Filer), Equitese (Sarah Doyle), Gamble Creek RC (Tanya Thompson), Hilander (Dawn Shipman), Lincoln Creek (Lynn Mahoney), Misty Mountain (Joana Figueiredo), Mount Peak (Nancy Katzer & Tami Perna-Prather), Narrows (Erika Martinson), Olympus (Betsey Archambault), Peninsula (Kirsten Conrad), Rainy Riders (Jennifer Brenes), San Juan County (Colleen Moore), Sunset Valley (Donna Mitchell & Sandra Freeding Myers), Warm Beach Horsemanship (Linn Braillard), Whidbey Island (Sonja Ringsrud), Woodbrook Hunt (Cathrine Reuter), Jennifer Sweet, Julie Mowbray

Clubs Not Present: Bainbridge Island, Brackenhollow Stables, Briarwood, Cascade Reins, Kulshan Ridge, Ranahan, Skagit Valley, Valley Green, French Creek, Maplewood

19 Clubs Present and 2 leaders, Quorum Present.

Review & Vote on Minutes: **Alicia Davenport moved to approve the minutes as written for Regional meeting dated April 10, 2022. The motion was seconded by Jennifer Brenes. All in favor, none opposed. The motion carries.**

Julie led an icebreaker for leaders to interview each other and each interviewee reported back to the group on the information they learned about their fellow leaders.

State of the Region:

Julie stated that we started year with same uncertainties as last two years, such as determining if we could continue with HM camp and Quiz Rally. The Region held a modified version of HM camp and leadership seminar that was well received. The Region hosted over 100 members/leaders at the camp. French Creek PC pulled off a very successful Quiz Rally. Members were eager to participate in regional events. Dressage Rally participation was lower but it was hard to schedule the facility and the only available date having conflicts may have contributed.

474 members in 2021 was a high number and now we currently have 481 members going into 2022. Leadership turnover continues to be high. The Region is still above national average which has a lifespan for a DC being 1.5 years. Many leaders have stayed in the region for a long time. Trained, long-term leadership is critical to club leadership, to share the knowledge and grow members. Continue effort towards growing ourselves as leaders, allows us to successfully help our members. Leader compliance and financial compliance continues to be an issue. Julie Mowbray received 15 notices of pending removal this year for our Region's leaders since they were out of compliance for required trainings. Compliance is essential to the continued existence of our program. The region has a higher percentage of new leaders and member, with 333 current members joining during the pandemic. Erika Martinson asked what the ratio is from youth/adults in the recent incoming membership. 25% of our membership is adults. The Region has a smaller number of members that are C1 or higher than pre-pandemic. There are currently 60 members that are C1-C2 certified. The Region needs C and above members to mentor our new members and continue to be an inspiration to learn and grow in organization. Youth members learn quickly and more effectively from other youth members. Julie asked the Region's leaders to guide youth to be teachers. The Region plans to cover leadership topics at February leadership training at Miracle Ranch- funds set aside to encourage leaders to attend.

We had a solid Region leadership team in 2022- Christy Nolting stepped in as RIC and she trained a competent leader in Laura Hammond to be our RIC in 2023.

Julie reminded leaders that an officer term starts January 1st and ends December 31st. Current officers must finish year-end paperwork and have it submitted to National office by November 15th. All instructors and examiners need to have SafeSport training and Background checks. Julie updated the list of examiners and instructors to verify they are in compliance. The Region will publish this list for leaders. Instructors can access the modules through the National website to conduct their SafeSport and Background check. Clubs can invite instructors through their own portal.

The Region plans to host many of the same programs in 2023 that we had pre-covid. We are working towards a more collaborative approach to rally organization. Julie encouraged leaders to actively participate in regional activities and offer them to our members, allowing their Pony Club experience to be more enriching to members. Leaders should move C2 members towards national certifications by becoming comfortable with the Regional officers that can help

support them. Some members are afraid to reach out to Region officers once they move beyond C2 but they need our help to move forward. We want them to be comfortable reaching out.

Julie thanked the Region leaders for choosing to be DCs/Cas. She acknowledged some leaders that have held the DC position for a long time.

5 years as a DC: Shannon Seldal from Carbon River
Kim Cobb from Kulshan Ridge
Nancy Katzer from Mount Peak
6 years as DC: Lynn Mahoney from Lincoln Creek
Donna Mitchell from Sunset Valle
7 years as DC: Jennifer Smith from Misty Mountain
Anna Swanberg from Ranahan
8 years as DC: Angela Filer from Emerald Hills
Joanna Fowler from Brackenhollow Riding Stables
12 years as DC: Lee McEnergy from San Juan County

Clubs that have already submitted year-end paperwork: Baywood PC, Emerald Hills, Maplewood, Mount Peak, San Juan, Whidbey Island, Woodbrook Hunt, Chehalis Valley

Retiring DCs and new DCs:

Julie noted clubs that have new incoming DCs or Jt-DCs: Maplewood, Baywood, Misty Mountain, Woodbrook Hunt

RIC Report:

Angela passed out a report from 2022 RIC, Christy Nolting. The Region held a standards and certs with Asia Thayer via zoom- 30 participants. Rachel Akins said it was awesome.

The Region held an upper-level kick-off in January where all of the members that wanted to take a national exam or think they want to come to this kick-off meeting. That meeting gives Angela an idea of what National tests she will be requesting for the region. HM Camp was held in February and we had a marvelous time, the HMO and the board put together a great program.

Virtual HA prep taught by Heidi Rebic. There was great feedback from that event. Rio Mowbray and Ashley Widmer taught a C1/C2 prep series via zoom.

On May 5-7, the Region had a mounted prep at Washington Horse Park with Bandaging and Lunging- low turnout. Costs at the horse park had risen and we had 18 candidates. Excellent feedback from Terri Rockovich and Heidi Rebic. EHV1 spiked during that time which may have affected attendance. We did take a financial loss but we had a surplus in the previous year which made this loss okay.

At the bandaging and lunging clinic, there were two members. In June, there was an in-person HM prep with Ann Shideler. In July, there was a HA in-person prep with Terri Rockovich.

HA was taken and passed by Laura Hammond and Rio Mowbray. Congrats!

A Mounted Prep was hosted with Terri Rockovich.

Upper-level Testing:

Angela provided leaders with a calendar of events. National Exams this year were cancelled by Nationals because of low participation. There were only 3 C3 members. That was not enough for National office to put on the exam. Last year, only 2 members said they were interested in HB testing. At least 10 candidates are needed for a test so no HB was requested. The January kick-off meeting is on zoom, you should be there to determine if you are interested in taking the test. This meeting is a couple of hours. Let the Region know if you have a member interested. If we are close to 10, we can have a ghost person and still hold the testing. If we have a minimum of 6, Angela would put in a request. She will check with other Regions to coordinate candidate testing.

The RIC and Angela take the January numbers and send a blast to DCs and potential candidates to see what C2 and above in the Region are interested. With that, **Please update your certifications!** This is how Angela knows who may be looking for a National test. Julie reminded leaders that this is why it is important to remind members to contact the board and help them get comfortable in reaching out. Once members are on the list, Angela is contacting the candidate directly.

Angela then needs to find appropriate facilities and dates. She is looking at school schedules, show schedules, prep schedule, and facility availability. She is aiming to have the HB in August so that they have summer to study. The Region would hold the preps in beginning of year to prepare members for the test. The riding portion is often held in August due to the wet climate and needing to give time to get horse ready for cross country. This year, she is hoping to have it in July when there is a break in activities.

Angela provided a sheet to leaders that gives basic needs of what the facility should have to support Upper-level testing. Please email or call Angela to let her know if there is a facility that will work and support everything that UL testing needs. She also wrote down estimated costs for National Exam to help Region leaders better understand how much the Region pays for these exams. Members pay \$175 to region- for \$175, we cover facility, hotel, car rental, mileage, and food. Examiner fees are paid for by National Office. Each candidate can bring 1-3 horses. Lynn Mahoney pointed out that if you had 6 riders, you may need to stable 18 horses. That is part of what the \$45 regional fee pays for.

Jennifer Sweet said if the Region doesn't have a testing candidates can apply to other regions testing or directly to the National Office. The RS gets an email when they sign-up and Julie checks that they are a member in good standing. You must apply for a test at least 12 weeks ahead of time.

We need good turnout at the preps. Leaders need to encourage C2 and above to sign-up and come to the preps. After a certain amount of time if we don't have the numbers, the Region will invite C1s and if appropriate, D3s. Take advantage of these email blasts! If leaders have suggestions for weak points, the preps take advantage of these requests (i.e. bandaging and lunging is always weak). HA candidates get to lunge with Miracle Ranch horses during HM Camp. Rachel Akins has a suggestion with last minute addition of C1, asking if we can get the announcement for prep opening for C1s out earlier? Angela said yes after deadline closes for upper level members, reach out to Angela to see if this will open to C1. Jennifer Sweet said to take advantage to participating in prep with National Examiner, they will see this 'scary person' prior to taking their stressful exam so that they can get comfortable with this person. Taking lessons from multiple instructors will improve learning opportunity.

The Regional Preps do not include D2 or under members. A D3 member prepping for their C1 may have an opportunity to participate if there is room.. As a leader, Donna Mitchell encourages adult members to reach C1 so that they can go to these preps.

Angela encouraged folks to use National website trainings. You can have upper-level members teach lower-level members. If you ever have bandaging and lunging lesson needs, call the RIC for a list of upper-level members. Utilize the Region! Jennifer Sweet said that for HA/HB candidate, they may end up in a testing where they are teaching adults, possibly in western saddles. She advises leaders to at least let them know that this is a possibility.

July 10-13 (tentative), talking to Polestar in Lake Stevens about being the host for riding portion. Last year was in Cle Elum. Erika Martinson is a tremendous help with HA/HB test and Angela may have found a location for these tests.

Financial Review:

Jennifer Sweet handed out financial documents to leaders. The Region currently has \$53,375.65 includes \$8,111.79 in Championship Fund (\$5 of member dues goes into fund), \$503.07 in Youth Board, \$1,340.48 in Jean Moyer Foundation (\$ available for the Region to pay for a prep). Festival in 2024 in Lexington at Horse Park and Jennifer would like us to set more aside to help members get to festival.

An Income statement was provided. Camp Fees were noted to be from the HM Camp and Leadership Training. \$2,160 went to Championship Fund. Rally Equipment expense was from the championship posters. Annual meeting additional expenses was how much money the Region spent for their leaders to go to the National annual meeting. Jennifer said the 1099 account was for camp instructor fee expenses from HM Camp. She separates that out so that she can do 1099s at end of the year. This was the first year that she was successfully able to identify all of the regional club dues by person. In 2023, she will be reconciling this to our roster by end of year.

Rachel Akins asked us to talk about regional dues and when they are due. Regional dues are \$45 per member. The fee is different if they join September 1st or after, they pay \$56. Regional dues should be paid as soon as member joins the club. Right now, please hold off on paying region dues until end of December. There is no official due date anymore since policies were eliminated at club and regional level. **For clubs paying bulk of regional dues for 2023, you can send check now but she will hold the check until January. Jennifer said you can collect the Region dues in January.** It is cleaner for the financials.

There was a discussion about the CFRS (Centralized Financial Reporting System). Clubs are required to enter their financials into the CFRS. If a club has a brand new treasurer, there is a training on the website or they can contact Jennifer if there are questions. If your club needs one, you need to have peer review done February 10th. If you don't know how to do it, Julie and Jennifer have done some clubs individually. If a new treasurer comes during the year, the peer review is due when treasurer takes over to make sure books are up to snuff. **Peer Review required if DC changes or Treasurer changes and every 2 years.** Incoming officers cannot peer review the books.

2023 Budget:

Jennifer reviewed the proposed 2023 Budget. The Region is budgeting to spend \$4,280. We are budgeting for 10 Upper Level testing candidates. Jennifer put regional C2 testing in the budget and she is willing to help organize it. HM Camp is assumed to be \$125, the same price as last year. There is no leadership training included in that expense because the Region is paying for DC or a club representative to attend the training. Jennifer budgeted membership income conservatively. She budgeted Dressage and Show Jump at same dollar amounts. Jennifer also put a plug in for Annual Fund. USPC collects a very small amount in National dues for running the organization. She said each club should donate to the Annual Fund. You can donate as an individual or as a club. The Region is donating \$5 per member to the Annual Fund in 2023. The Region receives 10% back from whatever is donated on the Region's behalf. The Annual meeting expense was budgeted at the same as 2019. For the 2023 Convention expenses, the region sends VRS, HMO, RIC, RS to this convention. The expense includes costs for all of these leaders (airfare, hotel, transportation), food is not included. Under Camp expenses, the Region is budgeting \$4,000 for leaders to come to training. Dressage rally did not cover all expenses in 2022 but SJ Rally did, so the net was almost \$0. Lynn Mahoney asked how many rallies the region hosts each year. Jennifer Smith said that we aren't seeing Tet and Quiz Rally because those were run from clubs.

Rachel Akins asked what hosting a D rally is like financially for a club. Shannon Seldal said that their D SJ broke even and the two hosting clubs made \$300 out from Tet Rally. Carbon River said they are happy to provide the experience as long as they break even. Rachel said facilities are getting more expensive, so she feels like it makes it difficult for clubs to host. Jennifer reminded leaders that you can tie to your trailer at a D rally. Jennifer suggested putting a budget together for what you can do and then work backwards.

Alicia Davenport made the motion to accept the Budget as stated. Motion was seconded by Erika Martinson. All in favor, none opposed. The motion carries.

2023 Calendar & club commitments:

Please send any club activities to Sarah and she will put them in NW Region calendar. Clubs, please sign up to participate as volunteers at rallies. We also often need assistance with UL Testing to host I/O or transport National Examiner. Please sign-up when the request comes out. If a club hosts a rally, that is considered a Region commitment.

National Youth Congress:

NYC provides leadership opportunities that allows members to dig deep in to the equestrian world. The age ranges are from 18-23. This year, we are sending 2 delegates to National Youth Congress. These are our future leaders and the Region is investing in their education. The aim is to keep them involved life-long. They are mentored by people that are at the top of the equestrian industry. For instance, Academy of Achievement inductees work with NYC. Julie reached out to every qualified member individually and cc'd the DCs. Julie encouraged leaders to ask members that are eligible, to apply next year. **Tanner (French Creek) and Alissa (Carbon River) will be sent for 2023.** The Convention this year is in St. Louis. Early bird registration ends November 15th.

HMO Report:

Alishia gave a 'HM test' for DCs. HMO's are required to put on a HM seminar in every region. Alishia will be reaching out to folks that taught in 2022 that she would like to have back to HM Seminar for 2023. She asked leaders if any clubs know a great instructor, please send them to Alishia. Alishia needs to have those people wrapped up and locked in 30 days prior to the date. Julie and Alishia asked clubs to sponsor a few areas (feed room set-up, tack room set-up). As HMO, Alishia looks at evaluations from rallies. She showed leaders the response from members that attended SJ rally. She wants DCs, captains, members to reach out to her if there are questions.

Alicia Davenport asked why we don't film and make a youtube training. Members can reference these videos to help in recollection of what they learned at a training. The answer is: someone needs to volunteer to video it.

Alishia stated that the team does not need to be there for required equipment checks at a rally. Ideally, we would like them to be there. Kara Hagerman said that students complained that everything needs to be labeled, but there is a reason why things should be labeled. When DCs are going through the rally educational component, we should ask members why these pieces are important. The required equipment and use is in the amplification in the back of the

HM handbook. Alishia reviewed the rules for required equipment and condition- ready to use and cleaned to the highest standard of the certification of team members on that team. Shared feed rooms at SJ rally was a shocker to some members. Alishia said if clubs do mock feed rooms or tack rooms- it can really help members succeed. The goal for labelling feed, saddles etc is that your teammates, HMO or chief can take care of your horse if that needs to be done.

Alishia will do a mock inquiry period at HM seminar. Members will get a chance to explain why something was the way it was. Chief should take time to answer questions. Captain signs off and needs to be there for inquiry. The member can be there for inquiry. **Everyone has access to the chief.** Rachel Akins suggested that it has helped for rally preps to print out team job descriptions for roles at rallies. Chiefs have been instructed by HMO to make this as easy as possible.

Alishia reviewed HM Handbook with leaders. Alishia reminded DCs that the handbook states that the competitor must be capable of taking care of mount for multiple days. Alishia says to please have members jogging horses comfortable to practice during the mounted instruction, with having members jog after safety checks. It needs to be a normal thing. In the Handbook, anything in 2022 that is red is new and it will be black in 2023. Julie noticed that it is cheaper to order from Shop Pony Club for \$8. All of the judges forms are also in the handbook. Available right before or after Convention in January. D1 and D2 now have their own turnout inspection form. **Amplification in the handbook is the best place to teach members.**

If you know experienced horse people that can teach at HM seminar, please send them to Alishia. Standards and Certs will be on Saturday night at HM Seminar.

Narrows can provide the rally kit (Erika Martinson), Tack room will be provided by Mount Peak (Nancy Katzer), Sonja Ringsrud volunteered for feed room. Rachel Akins will ask her farrier to return.

Rallies/Championships:

French Creek hosted Quiz Rally and had 18 teams. They are willing to take it on again and it went really smooth. Carbon River hosted D SJ Rally. 6 teams attended and it was a learning experience. To keep costs cheaper, they used local Enumclaw fairgrounds. Shannon received old ribbons from HJ shows, replaced the streamer and saved costs that way.

Tet rally filled up with 9 teams.

SJ Rally had 18 teams and went well. Qualifiers will be posted soon.

Shannon is working to put on Dressage rally location. She is looking at Donida or Horse Park. Gwen (Donida) says we are welcome back and Shannon is working on the date. There is no official date yet, but Shannon has requested all dates that are open in April and May. Shannon is leaning towards end of April. The region needs to get back to 18-20 teams attending.

Tet Rally will be May 20-21 since that weekend is available in Enumclaw. Shannon is waiting for the Dressage Rally date before picking Tet Rally date. D SJ Rally will happen the same weekend as Tet Rally.

SJ Rally will stay in October.

Jennifer Sweet said we need more D level rallies in the Region. Other clubs are welcome to host their own D rallies. She encourages leaders that with all of this excitement around rallies, they should host a D level rally. Bainbridge is planning a D level SJ Rally. Tanya Thompson (Gamble Creek) did promise Anne Ryan that she would host D level rally. D rally can be held anywhere that is safe. You need one ring for showing and one ring for warm-up. Tenino will suffice for a D SJ rally. If facilities donate, it is a tax write-off.

The Region used to have polocrosse and games rallies.

Alishia hosted a D rally with 2 clubs and provided a lot of support. Lynn Mahoney was very thankful for her time in assisting with the teams and helping prepare them for a Regional rally. Alishia reminded us that Rallies are not open shows! Sandy mentioned that some clubs she was part of did mock rallies to help prepare members for real rallies.

Erika Martinson asked if we could add a games rally to calendar- it is held the second weekend in May in Wenatchee. There is a Clinic day on Saturday and then they set-up.

Championships 2022 were held in California. The Region sent 2 kids for Quiz champs and they received 2nd place overall and one member was high point scorer. Karissa Talent went to Championships for Dressage and she was 1st in training level freestyle, 1st overall and 2nd in HM.

Championships East will be in Tryon, July 26-30th. Entries open May 1st, 2023. Championships Central will be June 5-11th in St Louis, Missouri.

Election of NW Regional leaders:

Nominating committee for clubs is very important and required. This committee can be your lifeline for the club. They are there to help leaders find replacement. We would like DCs to find their replacement but you don't need to do it yourself.

Sonja Ringsrud, representing the 2023 Nominating committee, presented the slate of officers to the DC's as follows. RS - Julie Mowbray, VRS - Angela Filer, VRS - Shannon Siedel, Treasure - Jennifer Sweet, Secretary - Sarah Doyle, HMO - Alishia Hornburg, RIC – Laura Hammond

A motion was made by Alicia Davenport to accept the slate as presented. Motion was seconded by Rachel Akins. All in favor, none opposed. The motion carries.

Exceptions:

Julie Mowbray explained that an exception had to be voted on for Angela Filer and Shannon Seldal because they are also DC's.

Alicia Davenport made a motion to make an exception for Angela Filer and Shannon Seldal. The motion was seconded by Erika Martinson. All in favor, none opposed. Motion was approved

New Business:

Portal has all your personal access to website and website has certain information for public. Leaders should be using their own portal and not their child's portal.

Shannon Seldal asked club leaders to state their local dues and cost of riding instructors. Some pay yearly for lessons, some pay a yearly due and individually pay lessons. DC did ask instructor what their fees are in 2023. Some clubs have instructors going up. Some pay as you go. Instructors are paid at private rate. Some instructors give Pony Club rate.

Alicia Davenport moved to Adjourn the meeting. Motion seconded by Sandra Freeding Myers. All in favor, none opposed. Meeting was concluded.

Respectfully submitted,
Sarah Doyle, NW Region Secretary