

CDS POMONA CHAPTER

BOARD MEETING MINUTES

MONDAY, JANUARY 29, 2024

VIA ZOOM CONFERENCING - CALL TO ORDER: 7:04PM

BOARD MEMBERS PRESENT: Janet Shanks, Anna Beal, Lynn Forester, Tiffany Kell Brinton, Mylene Chow-Jugan, Brandie Haining, Brenna Girard

UPCOMING EVENTS/SHOWS/CLINICS:

1) Adult Amateur Clinic will be held on February 23-25 at Pi Equestrian. The Chapter has received 4 applications for Chapter representative, deadline is January 31st. A random blind drawing will be held on February 1st to choose one representative and one alternate. Mylene will notify the selected individuals and the clinic organizer with information re: the chosen rider.

2) JR Clinic will be held May 31-June 2 at Hi Hope Equestrian. The clinician will be David Wightman. Applications will be due on April 30th. Drawing will be held on May 1st. A check in the amount of \$150.00 has been requested to be sent to CDS for the Pomona representative.

Mylene has already had the application updated on the website. We need to publicize this and our shows via email blast and social media.

3) Show Secretary position will be filled by Eric Grimm. He has begun to prepare the show premium for the Spring Fling show on April 7th. Since Equestrian Entries.com will be closing down at the end of the year, the Chapter will begin using FoxVillage.entry.com as the online show entry system. All other entries will be by USPS sent directly to Eric. Janet will be in contact with Eric to discuss his responsibilities and charges.

4) Show Manager will again be Faith Grimm. She will handle the coordination of the show volunteers in addition to all other show manager duties. She will need to be educated on the Signup Genius website. Janet will be in contact with Faith to go over these items.

5) Warm-up arena footing issues were discussed and although it is necessary, the cost is prohibitive for the Chapter to provide the footing needed. The City of West Covina has informed Mylene that they do not have any amount in their budget to make such improvements to the Maverick Ridge Riders arena facility. They will however if the Chapter should provide the footing assist in the spreading of the sand. It was decided that the Chapter will not be providing monies for footing at this time. Mylene will ask the City to harrow the arenas additional times prior to our show weekend to hopefully create a better riding surface.

6) Mylene has informed the board that we have a rider interested in showing at our June & July shows in the FEI Para Class. We will be adding this class as a TOC (Test of Choice) to our show premium at the rate of \$45.00 per class.

7) Mylene has contracted N. Brent Hicks (S) to judge at the Spring Fling show. Carolyn Lindholm (R) (WD) will also judge. Concern that the Temecula Chapter is also having a CDS/WD show on the day before our show, this may result in a small show for our Chapter.

8) Brandie has requested that we also add a Leadline class both Traditional & Western to our shows. The ages of the riders to be 3-10 years of age. The class fee would be \$30.00 and a small prize or ribbon would be given to all participants. Tiffany mentioned that this may bring more of the therapeutic center riders to our shows. Brandie mentions that the Western Into level tests are to be ridden in a "short" court and that the leadline classes could use the same court, with both classes being at the end of the day. Although Western shows allow more than 3 rides per day/per horse, our CDS show follows the rules set forth by the current USEF Rule Book.

NEW BUSINESS:

- 1) 2024 Assignment of positions for the Board: Mylene has sent a briefly detailed description of the duties of each of the 7 Board member positions. They are simply meant to be used as a guide to the duties of a member to coordinate the needed items. This allows the board member to then create committees for each of these areas using fellow board members or members at large to complete. The following assignments were made:

JANET SHANKS	CHAPTER CHAIR 2024
LYNN FORESTER	TREASURER
MYLENE CHOW-JUGAN	SECRETARY (VICE CHAIR)
BRENNA GIRARD	COMMUNICATIONS/SOCIAL MEDIA
TIFFANY KELL-BRINTON	EDUCATION/CLINICS
ANNA BEAL	AWARDS/YEAR END BANQUET
BRANDIE HAINING	WESTERN DRESSAGE LIAISON

- 2) Education/Clinic ideas for the upcoming year were discussed. Susan Rehfeld suggested a Cavaletti Clinic and attempted to contact clinician, Erica Jansen but has not received any call back or information for the board. Other suggestions were a ride your test clinic, etc. And possible location for the clinic to be at Mc Coy Equestrian in Chino Hills.

- 3) Mylene will be reviewing the Standing Rules and sending them to all Board members in the next few weeks for review. She will also review the website to make necessary changes to update the site. As stated in the position's description, the Standing Rules & website content are required to be reviewed & updated by the Chapter Chair as additions/ deletions and changes are made.
- 4) Information: Southern RAAC & Jr/YR Championships will be July 19-21at Del Mar
- 5) Information: USDF/CDS Championships will be September 26-29 at LAEC

FINANCIALS:

1)Lynn reports that at the end of 2023 (12/21/2023) the Chapter had a balance of \$18,372. At the beginning of 2023 our bank balance was \$17,360 so at the end of the fiscal year the Chapter account has increased by \$1,013. Lynn reported that costs were as follows: \$300 for AA & Jr Clinics, \$2,542 in postage and office, \$407 printing of year end program, \$6,091 banquet and \$19,400 in show expenses (judges, EMT, grounds rental, show manager, show secretary and fees to CDS, CDFA, etc.) Total expenses of \$28,741. Income from shows \$29,754. The annual year end banquet received \$5,288 in silent auction & opportunity drawing income, therefore after the \$6,091 expense of the banquet, the actual cost to the Chapter was approximately \$800.

2) Payment to Surefire (webmaster/Melanie Cazin) invoice has been received in the amount of \$540 which a check will be issued.

NEXT MEETING: Via Zoom [MONDAY, MARCH 25TH AT 7:30PM](#)

MEETING ADJOURNED: 8:06PM