



## CBUSA MEETING MINUTES

**DATE: February 11, 2020**

**TIME: 7:00 PM CST**

**LOCATION: Teleconference**

- I. Call to Order – The meeting was called to order by President Pat Connors at 7:08 pm CST
- II. Roll Call - Pat Connors, Mike Taft, Mike Birky, Charles Cryderman, Dennis Johnson, Shelby Zarobinski, Wayne Mast, Steven Davison, Don Hastings, Parliamentarian; Martin English
- III. Approval of Minutes from 1/7/2019 meeting – Dennis Johnson was present at the February 11<sup>th</sup> meeting and would like the minutes amended to reflect that he voted Yes on all issues. Steven Davison made a motion to approve the amended minutes and Shelby Zarobinski seconded the motion. All approved, motion carried.
- IV. Open Issues – Discussion/ Action
  - a) Committee Status Reports – Committee Chairs
    - i. **All American** – Shelby Zarobinski – Member concern regarding all American Program list of results on Facebook. Kevin Paul was concerned that the Facebook posts did not have complete information on each horse. The website was updated to show all the information for each horse. Shelby sent the 2020 nomination form to the BOD for approval. Shelby was contacted by Carolyn Ridler who asked for the All-American rules, procedures and qualifying shows. She would like to print the updated program information in the new Clydesdale News. Shelby asked the other Board members if there should be any changes to the way the All American was handled this year. No changes noted except that there may be some changes to the qualifying shows. The decision was made to print all the All-American Rules and Procedures along with qualifying shows in the Clydesdale News. Discussion regarding the five shows that are currently listed as qualifying shows but have had low participation and should be eliminated from the program. Also, one show will be added for the 2020 show season. Carolyn advised that the eleven pages that have been designated for CBUSA use will quickly be taken up with All American results. The BOD should consider increasing the number of pages designated for Association use. There is also a request from the Youth Novice Congress to put an ad in the News. CBUSA will give the Youth Draft Horse Congress a complimentary ad in the Clydesdale News.



ii. **By Laws** -Mike Birky

Call to the Annual Meeting- drafting of notice/ distribution method  
 Discussion regarding who would draft the letter. Steven offered to forward the 2018 Call to the Annual Meeting to use as a template. Pat will draft a letter and the letter will be sent via Constant Contact and US Mail. The proposed By Laws will be included. Advisory will be included that members must be present at the Annual Meeting to vote. Discussion on the cost of US mail. By Laws require mailing a hard copy only to all annual dues paying members.

iii. **Education** – Wayne Mast – Discussion regarding seminars for the Annual Sale. Kayle Grott is preparing seminars.

iv. **Equine Health** – Steven Davison – the Committee is drafting an article for the Clydesdale News.

v. **Finance** – Mike Birky

Policy & Procedure Review and Approval (See attachments)

Discussion regarding the proposed financial Policies

Policy approval vote - **Employees meals and travel Reimbursement**

Motion to approve made by Steven Davison and seconded by Shelby Zarobinski

Roll Call:

- Don Hastings - Yes
- Mike Birky – Yes
- Mike Taft – Yes
- Chuck Cryderman – Yes
- Steven Davison – Yes
- Shelby Zarobinski – Yes
- Dennis Johnson – Yes
- Wayne Mast – Yes
- Connors – Yes

All in favor. Motion carried.



### Policy approval vote – **Contracts**

Motion to approve made by Steven Davison and seconded by Mike Birky

Roll Call:

- Don Hastings - Yes
- Mike Birky – Yes
- Mike Taft – Yes
- Chuck Cryderman – Yes
- Steven Davison – Yes
- Shelby Zarobinski – Yes
- Dennis Johnson – Yes
- Wayne Mast – Yes
- Connors – Yes

All in favor. Motion carried.

The last Financial Policy is not complete yet but should be ready for review in March.

Steven will put a copy of the Policies that were passed on the Website.

37K Fraud Update – Pat talked to investigator. The Association's money is still in the offenders account. The account has been frozen by law Enforcement. Pat and Steven continue to work with Law Enforcement agencies to recover the funds.

Pecatonica – last item to move is paintings- those should be picked up this week. Springfield office disposition – in progress. A small number of items remain at that location and rent is reduced - Pat Connors



Digital Horse Program – One issue is with the phone system. CBUSA calls continue to go straight to Stacy. Calls should be going to the Ohio office. Mike is working with the phone company to resolve.

vi. **CBUSA Futurity Discussion** – Shelby Zarobinski

There is money in an account for the Futurity. The committee has been discussing how to proceed with the program. Shelby is looking for ideas on how to proceed. Low participation is thought to be due to the location. There are persons entered for 2020 so the Futurity will take place at the National Show. This issue will be discussed further at the March teleconference.

vii. **Hall of Fame** – Steven has put the HOF on the website. - Pat Connors

viii. **Historical** – Mike Taft - No new issues.

ix. **National Sale** – Co Chairs, Chuck Cryderman, Wayne Mast and Mike Taft  
48 horses are currently consigned. Several vendors have contacted him. They were referred to the office. Mike would like to order a Bid board. The cost would be \$1500. Discussion regarding ads for National Sale book. Trying to meet March 1<sup>st</sup> print date. Discussion on cost of ads per page and deadlines. Discussion regarding bidder's numbers. Victoria is drafting an advisory for prospective bidders to sign regarding the prohibition of kill buyers. Discussion regarding internet, photographers, motels, staffing, auctioneers and clerks.

x. **National Show** – Co Chairs, Mike Taft, Don Hastings, Wayne Mast - Riding judge prospects will be researched. Discussion regarding cost. The Association will be responsible for the riding judge expense. The committee will find out how many classes will be allowed and what costs are associated with the judge. Discussion on the Stateline Tack proposal. If the Association includes them in 2 e-letters and 12 Facebook posts along with a banner at our National Show, they will provide \$2000.00 of product. The product will be turned over to the National Show Committee. Steven makes a motion to accept the Stateline Tack proposal. Seconded by Mike Taft. All Approved. Motion carried.

xi. **Nominating/ Membership** – Don Hastings

Lifetime membership dispute – policy for divorcing couple. This is a civil matter and the CBUSA will not get involved.

Membership list update progress, renewals and membership drive. Electronic Voting Status. Quotes have been received from two vendors. Electronic voting is still feasible for this year. The work must be completed on the membership list update. People should be advised how they can vote along with deadlines. Discussion on BOD Applications/ Status/Voting

a. Member suggestion-BOD Candidate Questionnaire:

1. What are the 3 most pressing issues facing the Clydesdale Breeders of the USA?



2. What are your ideas for solutions for the 3 most pressing issues facing the CBUSA?
3. How many hours a week should BOD members be prepared work for the association?
4. What skills/abilities do you have that qualify you to serve on the BOD?
5. In one paragraph, describe why you chose to run for this office?

Discussion regarding the candidate questionnaire. Feasibility of tight timeline to distribute and post responses.

- xii. **Parliamentarian** – Pat Connors – No report
- xiii. **Pedigree/ Prefix** – Shelby Zarobinski

Approve WSF (Wenter Springs Farm) prefix Steven makes a motion to approve the prefix. Mike Birky second. All in favor. Motion carried.

Approve Columbian horses to be registered as an appendix to the US studbook with the country code "COL"; provided horses meet entry requirements for US studbook. Steven makes a motion to approve and Mike Taft second. All in favor. Motion carries.

Approve parent DNA verification done through digital horses; no additional cost to CBUSA. DNA data will automatically cross check in the Digital Horse Program. Mike Birky makes a motion to approve. Shelby second. All in favor. Motion carries.

- xiv. **Personnel** – Pat Connors
- xv. **Pleasure / Riding** – Mike Taft states that there is a lot of enthusiasm in this area. Kathy Linsey is the main contact for the Trail and Dressage Programs. These programs are listed on the website.
- xvi. **Promotions/ Marketing** – Charles Cryderman
  - Complimentary ad offered by Duane Chupp was accepted for the National Sale to be published in the Can Am Sale book.
  - Promotion of the Clyde News/ liaison to Carolyn for schedule of events and information / support. Steven has posted in Facebook to promote Clydesdale News advertising
  - Deadline for the National Sale catalog is extended to February 15<sup>th</sup>.
  - Rural Heritage Ad Monthly business card ad is completed.
  - Member Concern regarding Advertisement in MidAmerica Sale Book – Mike Birky responded to the complainant.



Marketing Partners Program fee will be \$250.00 annually. Mike Birky sent communicated with Bart Long, Mark Martin and Kate Hanson to see if they were still interested in having their farm logo link on the CBUSA website. Bart Long and Mark Martin indicated they are still interested in maintaining their farm advertisement. Kate Hanson's logo link will be removed. The program will no longer offer other marketing options.

- xvii. **Queen** – Wayne Mast
- xviii. **Social Media Technology** – Steven Davison  
National Sale promotions have been posted on Facebook. New CBUSA Policies, Trail and Dressage programs have been added to the website.
- xix. **Social** – Co Chairs, Shelby Zarobinski, Dennis Johnson  
Caterer proposals for the dinner at the National Sale was discussed along with menu and associated costs. Plans for approximately 500. A DJ is lined up for entertainment. Decision on selection of caterer is tabled until the next meeting. Discussion on the happy hour sponsorship possibilities. Discussion regarding rules and cost.
- xx. **USLGE** – Pat Connors – Tracy Taft and Kayle Grott have been working with the USLGE. They are currently upgrading forms and rules and will keep our committee posted on all changes.
- xxi. **Youth Activity** – Pat Connors - Polly Thomas contacted Mike to check on funds available for the Youth Novice Draft Horse Congress. There is money available set aside for this program. Issue tabled to next meeting.
- xxii. **All Breeds Presidents and Secretary Conference**

## I. 1/7/2020 ACTION ITEMS

- Shannon Martin is obtaining bids for the All-American awards- In progress
- Shelby will work with Stacy Lynch at the CBUSA office to change the ballot return to be sent to the CBUSA Office - Completed
- Pat will draft the cover letter for the Call to the Annual Meeting - Completed and emailed on Constant Contact Thursday 2/20/20 and sent US Mail on Friday 2/21/20.
- Martin English will provide the final proposed Bylaw amendments - Completed
- Wayne Mast will reach out to Kayle Grote, President of the Clydesdale Education Foundation to request assistance with the educational seminars at the National Clydesdale Sale - In progress
- Pat will travel to Pecatonica to pick up the CBUSA paintings – in progress



- Shelby will work with Stacy to complete the membership renewal postcard mailing with the Vista Print program - Completed
- The National Show Committee will be responsible to obtain a list of riding classes for the National Show and budget for the riding judge and awards - In progress
- Mike Birky will draft and send a billing statement to the farms that have had their farm logos displayed on the CBUSA website. - Completed. Bart Long and Classic City will remit the annual fee. Kate Hanson stated she will not participate.
- Queen – Wayne Mast – Wayne will contact Polly Thomas to check status and plan activities – In progress
- Pat will contact David Stalheim to discuss the Hall of Fame activities. Complete
- Wayne and Steven will work on the CBUSA ad and submit to the Draft Horse Journal

## VI. ACTION ITEMS

- Sale tasks to be completed -
  - hire auctioneer - Mike
  - hire sale clerk - Mike
  - reserve rooms for staff - Mike
  - contracts for Michelle and Lisa - Mike
  - benefit auction – Lisa Banga
  - Bid board - Mike
  - Internet service – Mike
- National Show Committee will find out how many classes will be allowed and find cost of a riding judge.
- Membership List Update – Don Hastings
- Ballots will need to be mailed to members so that they can be returned by mail in a timely manner – Nominating Committee

## VI. New Business

### a. Taft Complaint

Discussion. Pat will clarify the complaint with Kristin Hastings. Mike Taft will send response addressing the issues. Information will be forwarded to the board members and discussed at the next meeting.

## V. Adjournment - Motion by Steven Davison to adjourn and seconded by Shelby Zarobinski

Minutes submitted by Tanya Connors on 2/25/2020