



CBUSA MEETING MINUTES

DATE: October 19, 2019

TIME: 30 minutes after the Elite Eight Hitch Class

LOCATION: Spectator Room

MGLI - Lansing, Michigan

Attendees: Pat Connors, Mike Taft, Mike Birky, Charles Cryderman absent, Dennis Johnson, Shelby Zarobinski, Wayne Mast absent, Steven Davison, Don Hastings, Parliamentarian; Sharon Priebe and Martin English, Jim Emmons and several general members

- I. Call to Order at 8:47 PM EST by President Pat Connors
- II. Roll Call –
Pat Connors, Mike Taft, Mike Birky, Charles Cryderman absent, Dennis Johnson, Shelby Zarobinski, Wayne Mast absent, Steven Davison, Don Hastings, Parliamentarian; Sharon Priebe and Martin English, Jim Emmons
- III. Approval of Minutes from 10/1/2019 meeting – Shelby notes correction of section m, All American to state request permission to update Rules and Forms. Motion made by Steven and 2nd by Mike Taft. All approved, motion carried
- IV. Open Issues
 - a) National Sale Update – National Sale Chair Mike Taft – 2020 National Sale will take place in Springfield, Ill. Bid was cheaper. Venue has been newly remodeled. Stalls are 12x12, some 10x10. Stalls assigned on a first come first serve basis. Andy White is not interested in handling the entire sale. Will take auctioneer duties. Vernon Yoder is interested in the sale contract. Yoder also contracts for the Gordyville Sale. He is bonded. He charges 4% for tack and 2% for horse commission. Yoder will require that the CBUSA provide eight hotel rooms for his staff. Discussion on venue facilities and location of a casual barn party. The facility offers an inside location for driving horses.
Discussion on prevention of kill buyers bidding at the auction. Victoria McCullough states that she will not be attending if the BOD does not put disclaimer in place to prevent kill buyers from attending. She volunteered to work on a prevention plan.



- b) National Show Update – National Show Committee Chairs, Mike Taft and Don Hastings – The 2020 National Show will take place in Iowa. General discussion on the facility. The Committee will be creating a new proposal which will include larger premiums and better trophies. The Committee has shared some exciting ideas and welcome ideas for improvements from the members. They plan to meet with Pauline this winter to discuss the agenda. Board meeting will be held in the Coliseum.
- c) PHAoA / Digital Horse Update – Stacie Lynch provided a power point presentation during the afternoon Q&A session.
 - i. Transfer of Office functions update – the Heavy Horse software has been uploaded to the cloud and is functioning. The PHAoA staff in answering phone calls and processing all registration and transfers. The program is not yet ready for members, but progress is being made and should be available for testing in the near future.
 - ii. Forms update- Shelby advises that several forms regarding registration, transfer and breeding have been updated and have either been uploaded to the website or are in the process of being uploaded.
- d) Financial /Banking Update – Financial Chair Mike Birky
 - i. National Sale Proceeds – Discussion of Andy White (RES) Auction Service
 - ii. 37K MEC Fraud Update – Steven provided an overview of this situation. Negotiations are ongoing with Dennis Frye and the MEC attorneys
 - iii. New QuickBooks program has been purchased and data is being entered by the Financial Committee members. The CBUSA fiscal year ends September 30th. Historical data is being entered but the new fiscal year will start with a more efficient and streamlined bookkeeping system.
 - iv. The old bank was the German American Bank. It did not offer enough flexibility with numbers of branches nationwide. The new bank is Chase Bank. It is now set up with a requirement for two signatures for expenditures. The accounts have been consolidated from nine accounts to 4 accounts. The General account holds 83k. The new National Sale acct holds \$100. The World Show savings holds 147,800k, the five savings accounts have been merged into one account but tracked separately. There is \$50,523.00 in the old National Sale account Budget creation, still need figures from 2019 to accurately create the next budget. The Financial Committee has struggled to get final sales information from RES. The net profits from the 2019 National Sale are approximately 77k. The 44k audit bill balance was negotiated down to \$29,500.00. The board approved the Finance Committee to attempt to negotiate the remaining balance and remit payment for that amount.
 - v. 37K fraud. Still negotiating with the MEC on this issue.



- k) Clyde News Bid Status – Promotions/Marketing Chair- Bid specs have been posted on the CBUSA web and a discussion was held regarding the bid deadline, print numbers and quality improvement ideas for the publication. A suggestion was made to take a previous spiral bound publication and send it to interested bidders to be used as a prototype. Several issues were discussed with the current bid specs. A motion was made by Steven and 2nd by Shelby to remove the old bid specs from the CBUSA website. New bid specs will be reposted and sent via Constant Contact. All in favor, motion carried.
- l) Certification of Voting/ Membership contact lists Update – Nominating Committee- Don Hastings reports that membership information is currently being updated to facilitate a new voting program bid. The goal is to have a new voting program for the 2020 Spring Meeting. Don would like to identify a viable voting system to implement for the spring meeting. Efforts continue to update and certify the membership list. The coordination and dissemination of information is a priority and updated member contact information is essential.
- m) CBUSA By-Law Review and proposed changes
- a. Proposed By-law changes were reviewed by the BOD. A motion to mail proposed changes to the general membership was made by Taft and second by Hastings. All in favor, motion carried.
- The By-Law Committee did report verbally that several amendments were proposed and printed copies were provided to board members present. The board did not review them during their meeting. The board will review these proposals and discuss at the next BOD meeting.
- n) CBUSA Policy and Procedure Proposals – Martin English explains the policy. Approval of these policies will ensure proper procedures are followed in conducting CBUSA business. Procurement of contracts, meeting agenda and notice procedures, special meetings, BOD responsibilities, expenditure and travel accountability, non-discrimination and harassment all covered. Discussion and review. Motion to approve the Harassment Policy made by Steven Davison and seconded by Shelby
- Hastings - Yes
 - Birky - Yes
 - Taft - Yes
 - Davison - Yes
 - Zarobinski - Yes



- Johnson – Yes

- Connors – Yes

All approved, motion carried.

Motion to approve the Non Discrimination Policy made by Steven Davison and seconded by Taft.

- Hastings - Yes

- Birky - Yes

- Taft - Yes

- Davison - Yes

- Zarobinski - Yes

- Johnson – Yes

- Connors – Yes

All in favor, motion carried.

Motion to approve the Special Meeting Policy made by Steven Davison and seconded by Shelby.

- Hastings - Yes

- Birky - Yes

- Taft - Yes

- Davison - Yes

- Zarobinski - Yes

- Johnson – Yes

- Connors – Yes

All in favor, motion carried.

The remaining policies regarding finances will be deferred to the Finance Committee for review and recommendation.

- o) Disposition of previous Office locations – Update Mike Birky. Pecatonica office should be emptied of residual furniture, desks and shelving. Andy Behn offered to



dispose of items. Mike Taft motioned to allow Behn to dispose of furniture. 2nd by Steven. All in favor. Motion carried. Discussion regarding the display /storage of the original Chris Stone paintings of the CBUSA logo. Kentucky Horse Park does not have room to display these large paintings at this time. Mark Martin offered to insure and store the paintings at his expense. There is a motion to appraise and ensure the paintings prior to Mike Birky moving by Mike Taft. And second by Shelby. The Historical Committee will recommend a final disposition.

- Hastings - Yes
- Birky - Yes
- Taft - Yes
- Davison - Yes
- Zarobinski - Yes
- Johnson – Yes
- Connors – Yes

All in favor. Motion carries.

Discussion regarding the items stored at Springfield. Concerns of saving historical documents were expressed. The Historical Committee will organize a group to sort through the items prior to transport to final storage in Ohio.

V. New Business

a) Prefix Applications – Shelby submitted the following Prefixes for BOD approval

- a. Approval of – Brian & Maegan Kinane – Galloglas, Jesse & Linda Capaldo – Owl Hollow , Barb Colliton – Iron Oak and James & Suzanne Halley - JSH
- b. The Prefix/ Pedigree Committee requests that prefix approval is added to each meeting agenda - Mike Taft makes the motion, Steven second. All approved, motion carried.

b) Website Updates - Marketing Partner Program on Website

- a. Continue or delete? \$500.00 annual fee has not been billed or paid for several years and logos are still on the home page. Finance committee will resume billing \$500.00 per year for ads



- b. Motion made by Mike Taft and seconded by Shelby to post BOD meeting recordings. All approved, motion carried.
- c) USLGE – Discussion on program management. Decision to create a separate USLGE Committee Chaired by Pat. Kayle Grote and Tracy Taft and Mark Martin will serve as members.
- d) Social Media – Discussion regarding the status of the CBUSA Facebook page. Sierra Covell is the Administrator and has kicked everyone else off the platform. Steven remains as an Editor which has no power. Moving forward the control of the social media needs to be returned to the CBUSA. Discussion on hiring a company to protect our social media. Discussion to pursue trademark rights to protect the CBUSA rights. Mark Martin suggests hiring a company to prevent anyone person taking the social media hostage in the future.
- e) All American Program Update – All American Chair, Shelby Zarobinski
- f) 2021 World Clydesdale Show
- a. 2021 40K Futurity – sponsored by Victoria McCullough - Discussion
 - b. Website update to promote and provide information – Discussion
 - c. Sponsorship – Discussion
- g) Posting of meeting recordings on the CBUSA web page
- Shelby brings the matter to the Board for continued discussion. Mike Taft makes a motion to post the meeting recordings. Shelby second. All in favor, motion carries.
- VI. Adjournment – motion to adjourn made by Mike Taft and seconded by Shelby at 12:00 AM EST

ACTION ITEMS:

- **Remove Clyde News Specs from the CBUSA Website. – The Promotional and Marketing Committee will provide updated specs and due date which will be posted on the CBUSA website and a Constant Contact letter will be sent.**
- **Review financial proposed policy and procedures and provide a recommendation to the BOD- Financial Committee**
- **By-law committee will draft a By-law change proposal letter to the membership which will be mailed no later than 60 days prior to the spring meeting.**



- Visit the Pecatonica office to assess remaining contents. Valuable items will be saved for transport to storage. Transport Chris Stone paintings to the PHAoA for display in the conference room. – Mike Birky
- A dumpster will be rented to dispose of any trash at Springfield – Mike Birky
- Deadline of November 1, 2019 to vacate Pecatonica Office
- The Historical Committee will assess contents of Springfield Office, sort items of value to be transported to storage and dispose of items that have no historical value.
- Deadline of December 1, 2019 to vacate the Springfield Office

Minutes submitted by: Tanya Connors on 10/29/19