



Meeting Minutes

CBUSA Board of Directors Meeting

Date: 11/17/20

Time: 7p CST

Location: Teleconference

Attendees: Keith Mann, Steven Davison, Linda Harmon, Jeff Goodell, Mike Birky, Mike Taft, Shelby Zarobinski, Don Hastings, Andrew Stalheim. Others Present: Stacie Lynch, Martin English

President Keith Mann called the meeting to order. Roll call resulted in all board members present.

Steven Davison made a motion to approve the October 2020 minutes; Jeff Goodell seconded. Motion passed unanimously.

Committee Reports & Motions: (note: see committee reports added to agenda)

- All American – Shelby Zarobinski reports entries are still being accepted as anticipated. Over 20 entries have been entered so far.
- By-Laws – Mike Birky reported he sent a by-law amendment and a revision of that proposed amendment as well as a policy & procedure change to vote about. The original proposed by-law amendment reads as “Effective May 1, 2021, new Lifetime Memberships shall be limited to a person or persons, who are 18 years of age or older, with only one (1) vote per membership. No farm or corporation shall receive a Lifetime Membership.” A revised proposed amendment was presented as “Effective May 1, 2021, new Lifetime Memberships shall be limited to a person or persons, who are 18 years or older, with only (1) vote per membership. Farms or Corporations may purchase Lifetime Memberships, but these memberships will not include voting privileges. All other Lifetime Membership benefits will apply.” **Steven Davison made a motion to present the revised proposed amendment to the membership at the 2021 Annual Meeting; Linda Harmon seconded. Roll call vote resulted in unanimous approval. Motion carried.** Parliamentarian Martin English offered to add this proposed amendment into the list of other amendments to forward to the membership for the 2021 Annual Meeting. Discussion was held as to whether or not to have the membership vote on this amendment as a separate amendment as recommended by the committee. The decision was made for the membership to vote on this amendment separately. The committee also submitted an update to the fiscal policy since the Percheron Horse Association is handling the finances of the CBUSA. Additions included “any other designated individual or appointee or signatory” to the policy (see attached). **Steven Davison made a motion to approve the updated policy as presented; Mike Taft seconded. Motion carried unanimously.**
- Education – The Clydesdale Education Foundation met last night and voted to continue the Foal Spectacular next year in addition to the yearling spectacular already planned. A form will be sent out soon and be due by the end of the year.
- Equine Health – no new report.
- Finance – Mike Birky reports that he & Stacie Lynch had a conference call with the accounting firm and got the financial statements in order. The board has been sent these reports. A report will be included in the 2020 Clydesdale News.

- Futurity – Shelby Zarobinski noted that the website has been updated with rules and entry rules.
- Historical/Hall of Fame – no update as of now. Committee will meet at beginning of next month to discuss 2021 Hall of Fame nominations.
- National Sale/Social – Keith Mann updated the board that a raffle filly has been secured from Dr. Jeff Gower. The Sale committee is working on securing a stand-by facility for 2021 in the event that the COVID pandemic prevents us from returning to the Illinois State Fairgrounds. We will keep the membership & consignors updated closer to time. Steven Davison updated the board about the consensus of the sale committee to not become registered with the USDA. There was no opposition to this from the board.
- National Show – Jeff Goodell updated the board that roughly 75% of the classes are sponsored and he hoped to have all of them sponsored by early 2021. Keith Mann clarified about what would be costs for the association for updated riding classes. Jeff Goodell will double check, but believed CBUSA would only be responsible for cost of riding/pleasure judge(s).
- Nominating/Membership – Don Hastings reports he sent an email to the board with an example electronic voting. He asked the board about input for voting in 2021. Discussion was held about how best to allow members to vote electronically within the current by-laws. The committee will continue to look into this. A final decision will need to be made in January.
- Parliamentarian – no report.
- Pedigree/Prefix – Shelby Zarobinski presents one prefix for approval. **Shelby Zarobinski makes a motion to approve “Elkhorn” prefix for approval for Ned & Cindy Ratterman; Steven Davison seconded. All in favor, motion carried.**
- Pleasure/Riding – Linda Harmon reports that the committee would like to set up a self-monitored pleasure program. Discussion was supportive of the program. **Linda Harmon made a motion to approve a self-monitored versatility program as part of the Clydesdale Breeders of the USA; Mike Taft seconded. All in favor, motion carried.** The committee proposed a facebook group for riding/pleasure members of the CBUSA. The board was supportive.
- Promotions/Marketing/Social Media – Steven Davison reminded board members to get information for their pages for the 2021 Clydesdale News to Kayle Grott before 11/20/20 which is the deadline. **Steven Davison made a motion to approve \$300 to have Kayle Grott make 2 ads for CBUSA, one for the 2021 Canadian Clydesdale Contact & one for the 2021 World Clydesdale Show Program; Mike Birky seconded. All in favor, motion passed.**
- Queen – no update. Mike Birky brought up a point of discussion with the committee about reimbursing the queen for expenses.
- USLGE – no update other than approval has not yet been received due to the COVID-19 pandemic.
- 2025 World Clydesdale Show – Additional venues are being explored by the committee. Some committee members are working on class lists.
- Youth Activity – no update.

Old Business:

New Business:

Steven Davison represented the CBUSA at the virtual Clydesdale Horses Association of Canada Annual General Meeting on 11/7/20. The Canadian Association is thankful for our support of the 2021 WCS.

Steven Davison made a motion to adjourn; Mike Taft seconded. Meeting adjourned at 8:08p CST.

Respectfully submitted,

A handwritten signature in blue ink that reads "Steven Davison". The signature is written in a cursive, flowing style.

Steven Davison, DVM

Cc: Agenda, committee reports, recording

**CBUSA Board Meeting Agenda
November 17, 2020
7:00 PM CT Teleconference**

Call to order

Roll Call – Mike Birky, Steven Davison, Jeff Goodell, Dr. Linda Harmon, Don Hastings, Keith Mann, Andrew Stalhiem, Mike Taft, Shelby Zarobinski, Stacie Lynch, Martin English

Approve minutes from last meeting

Committee Reports

All American – Shelby Zarobinski

By Laws – Mike Birky (make decision for annual meeting)

Educaton – Linda Harmon

Equine Health – Linda Harmon

Finance – (2021 Budget) Mike Birky

Futurity – Shelby Zarobinski

Historical /Hall of Fame – Andrew Stalhiem

National Sale/Social – Lisa Banga Graham, Keith Mann

National Show – Jeff Goodell

Nominating/Membership – Don Hastings

Parliamentarian – Executive Board

Pedigree/Prefix – Steven Davison, Shelby Zarobinski

Pleasure/Riding – Linda Harmon, Kathy Lindsey

Promotions/Marketing/Social Media/Technology

Steven Davison

Queen – Andrew Stalheim

USLGE – Keith Mann

World Clydesdale Show – Keith Mann

Youth Activity – Jeff Goodell

Old Business –

New Business –

Adjourn



November 12, 2020

Clydesdale Breeders of the USA Committee Reports:

All American:

By-Laws:

- On November 8th Mike Birky sent to the board via e-mail both, the original proposed amendment and a revised version of that amendment. We should be ready to discuss and vote at the Nov. 17th meeting.
- The By- Law committee recommends that if either version of the amendment is accepted by the board, that it should be proposed as a separate stand alone vote by the membership. The board should also discuss and vote on this.
- Policies and Procedures -On October 21st I sent to the board a revised Fiscal Policy and Procedure. The revisions made are centered around our contracting with the Percheron Horse Association to handle are day to day finances. The board should discuss and vote on its acceptance. (see attached)

Education:

Equine Health:

- Clyde News Article completed by Nanci Richards.

Finance:

- We are working with Stacie and our accountant to make some final adjustments to the financial statements that Stacie is now able to run from our Quickbooks accounting program. Stacie has done an outstanding job getting all of the data entered in a short period of time.

Futurity:

Hall of Fame/Historical:

National Sale/Social: see attached

National Show:

- See attached meeting minutes from 10.17.20
- Currently still seeking sponsorship for several classes for 2021 Show.

Nominating/Membership: no report

Parliamentarian: no report

Pedigree/prefix:

- Recommend approving prefix "Elkhorn" for Ned & Cindy Ratterman

Pleasure/Riding:

Promotions/Marketing/Social Media:



November 12, 2020

- Information for Clyde News due to Kayle Grott by 11/20 – please get yours to him ASAP (see attached)
- Request \$300 to have Kayle make 2 ads for Canadian publications (1 for WCS program due 1/1/2021; 1 for Canadian Contact due 12/15/20)

Queen:

USLGE:

Youth Activity: no report

World Clydesdale Show:

- World Show Committee met the morning of our October meeting in St. Louis. We formed a small committee to start looking at classes. We are also working on a location for the 2025 WCS. In the running is Iowa State Fairground, Kentucky Horse Park, Minnesota State Fairground, The World Equestrian Center in Ohio has been eliminated as their main arena only has seating for around 500 max, and also talking with the Illinois State Fairground.

Clydesdale Breeders of the United States of America

Policy & Procedures

Collection and Disposition of Funds

Clydesdale Breeders of the United States of America (CBUSA). may receive dues, fees, donations, and grants for designated or undesignated purposes, and may disburse funds for identified needs which meet the stated purposes of the corporation, or for administrative purposes necessary for the functioning of the corporation, all as allowed within the Corporation By-Laws. Duties of the Secretary/Treasurer are detailed in Article VI of the Corporation By-Laws. The Board of Directors will designate one Director (other than, and unrelated to, the Secretary/Treasurer) to serve as the Board Auditor in all fiscal matters as may be determined necessary by the Board of Directors.

Bank Account(s)

CBUSA shall maintain:

- One (1) General operating checking account
- One (1) General savings account
(savings may be held in multiple staggered Certificates of Deposit)
- One (1) National Clydesdale Sale checking account
- One (1) World Clydesdale Show checking account
- One (1) World Clydesdale Show savings account
(savings may be held in multiple staggered Certificates of Deposit)
- One (1) Miscellaneous Multi-fund Savings Account

Each account to be held at a banking institution approved by majority vote of the Board of Directors. Any change in banking institution or type of account must be approved by the Board. Establishment of additional accounts at the approved bank, or opening of accounts at other financial institutions must be approved by the Board. Dissolution of an existing account must be approved by the Board.

The Board appointed Secretary/Treasurer and any other designated individual with account access must be bonded for an amount appropriate to protect CBUSA assets.

Deposits

All cash and checks received by the Secretary/Treasurer, or their designated appointee, will be deposited in the designated account within ten (10) business days of receipt. A deposit receipt with itemized listing of checks and cash deposited shall be kept and maintained by the Secretary/Treasurer.

The Board of Directors may require a hand written ledger, an electronic ledger, or both, to include all received funds including date received, source of funds, amount of funds, and purpose of funds (dues, general fund, specified designated fund, grant).

The Secretary/Treasurer will provide the Board Auditor with details of all funds received twice each month, with the expectation that the Auditor will review transactions, balances, statements and other documents as needed and report discrepancies or accounting errors found, if any, to the Secretary/Treasurer and/or to the Board of Directors.

The Secretary/Treasurer will maintain record of dues status of members and provide written receipts and other correspondence as needed.

Account Signatures

Account signature cards for each and any account will be obtained and maintained, signatures to include that of the President, the 1st Vice President and the Secretary/Treasurer. Any additional signatories must be approved by the Board. Signature cards will be updated immediately following any change in the aforementioned office holders.

Checks or on-line payments written from the account will require the signature of the Secretary/Treasurer or another designated signatory, authorized by the Board of Directors. In the absence of the Treasurer, the President or Vice-President may fulfill these duties until such time as the Treasurer returns, or another Treasurer has been appointed. Money orders or other non-check withdrawals require approval of the Board of Directors.

Withdrawals

Withdrawal of funds from the account(s) must receive prior Board approval. No unauthorized withdrawals are permitted, either for corporate use, or for personal use by any officer, director, member, or other person or agency.

Board pre-approval for routine & re-occurring expenses may be provided by resolution. For all other expenditures up to \$4,000.00, Executive Committee approval is required. For any expense greater than \$4,000.00, specific Board approval must be given.

Board approval of expenses may be conducted via any means permitted by the CBUSA including Regular Meetings and Special Meetings following the CBUSA Special Meetings Policy & Procedure.



NATIONAL SALE COMMITTEE MEETING

NOVEMBER 10, 2020 7PM CT

Teleconference

Present: Keith Mann, Lisa Banga, John Haney, Jayson Ward, Mike Taft, Tracy Taft, Dennis Johnson, Linda Johnson, Becky Fevold, Katie Bauer, Shelby Zarobinski, Christine Yeasel, Annette Fielding, Melton Powell, Brilyn Webb, Andrew Stalheim

Absent: Jana Webb, Patrick McCarry, Deb Ruebush, Diana Finn

Minutes:

Stars of the Sale Sponsors: Lisa to start promoting on social media this week. Sponsorships will be to enhance the sale and the goal is to have these sponsorships go through the Clydesdale Education Foundation.

Starting Date to consign horses: Keith will organize starting to accept consignments as soon as possible, likely start November 15. Deadline will be January 31, 2021.

Update on clerks for tack and horse sale: Lisa has had discussions with an auctioneer about using auctionflex, a program that we could rent by the month to use. She has leads about people who may be flexible to help with the system.

USDA status: Steven & Lisa updated the committee about discussions with the USDA & Illinois Department of Agriculture. Their understanding is that if we hold a catalog and/or member sale, we would not need licensing or registration with either party. To have a member sale, we would need to require members to be members, even if temporary membership. The committee was in favor; details will be worked out before our next meeting.

Raffle Filly: Keith updated the committee that he has a raffle filly in the works. Lisa is still working on rules for selling tickets. Discussion was held about price of tickets – more discussion will be held. The option will remain to keep or sell the filly at the sale.

Live Streaming: Shelby & John both presented bids from different companies (DV auctions & LiveAuctions.tv). Discussion was held about the benefit of having online bidding for the sale. A decision about having online bidding and which company would be decided closer to sale time once we have a better idea of the number of horses are consigned.

Possible sites as a back up: Discussion was held about planning for possible backup location due to possible COVID restrictions. Members that know of possible facilities in the central Midwest region should reach out to them and discuss options if needed.

Cart/Riding Challenge update: Lisa updated the committee about the current sponsorships. Andrew has recommended a pleasure cart class & this has been added. Currently there is \$3,000 per class for mare, stallion, and gelding classes; \$1,000 per riding class (English & Western); & pleasure cart class to be determined.

October 17th , 2020 Meeting

10 AM St Louis Drury Plaza Hotel

Call in # 712-775-7467

Participation Code: 778028

Agenda

Jeff Godell, Mike Taft, Kate Greckel, Eric, Bob

● Judges

- Hitch (Ross Honsberger)
- Halter (Wes Gordeyko)
- Riding/ Pleasure(Kathy Lindsay) \$2000 roughly
- Dressage(Eileen Ostlund) \$800

● Riding/ Pleasure/ Dressage Judge – Funding? Contracts Attached from 2020 which both have agreed to honor for 2020

- new board approve funding for the judges from 2020
- don't pay for travel but give them a per diem (mike)
 - visit with Kathy as its a new board and we may see if we can adjust her cost?
- ISF pays daily and hotels- we will check with the ISF to see how much hitch and halter judges cost
- ISF will not pay for riding/ pleasure/ dressage until we see how many exhibitors

***Jeff will bring to the board 10/ 17 - judge cost for riding/ pleasure/ dressage. We honor 2020 contracts.

● Items to be completed

- Before the Show
 - Awards - Pictures/ ideas from Lisa (waiting on)
 - Sponsors- 2021 spreadsheet green- they have paid, no color is a verbal commitment
 - start getting sponsors - Clydesdale News - our committee has a spot in there
 - 2019 class winners photos
 - 2021 classes open for sponsorship still
 - Prize Donations as an option - 'Co Sponsor'
 - Mike- schutte wagons, Shipshewana harness Bob
 - Jeff - previous year sponsors

- Kate can help contact 2019 sponsors to see if they are interested in sponsoring a class in 2021
- Eric- Bill Miller, donate supplies or sponsor, Dan S. challenger feeds donated in previous years ***We need to recognize them***
- During the Show
 - Social
 - Table for now to see what extra \$ is going to be there
 - breakfast Thursday Morning?
 - Ask for a sponsor if they don't want to sponsor a class
 - Booth-
 - items in Springfield to be able to set out? These are outdated
 - allocated fund for a display? Double check with board
 - talk to advertising & promotion committee for an updated set of material to set out
 - Grant for marketing - being introduced to the board today 10/17
 - Help Horse Show Office – Misc
 - If we could have a face in the office to help organize awards, prizes
 - Any volunteers? Especially those not showing a horse
 - Props for Riding/Pleasure
 - cart obstacle
 - pattern? Props? who supply the props?
 - Put this class into the rule book -
 - Mail box, tarp, plywood, cones with tennis balls, ground poles or flour
 - Bob - come up with a list of items to use
 - We need to bring all the obstacles
 - Dr Kate Luthen set up the course at the World Show (Mikes Vet)
 - Dressage class see if judge can bring supplies for the course
- After the Show
 - Thank You Notes
 - cards to awards, facebook, emails/ phone call,
 - have a banner made of sponsors
 - Approval for list of sponsors in arena?
 - Have people spell check before sent to printer
- Show Schedule- discussion Tentative Schedule attached

- dressage- need to see how many exhibitors; mid July
- sunday show- Jeff will talk to ISF on starting early if needed.
- Discussion for additional classes (Pauline)
 - don't add any additional for 2021 due to COVID costs, not having fair in 2020, participation
- 1st place Photos from Photographer after show concludes - discussion (cost? Etc)
 - \$100 for 70 digital file for association use only

Other?

November meeting Wednesday 4th

- bids for 2023 Show
 - locations w/ bids - possibly take to the board and members to vote?

2021 Clydesdale News Association Pages

1. Cover – Formatted by you
2. Front page (index/events) – Formatted by you; content provided by CBUSA (contact **Steven Davison**)
3. Editor's Page (if you so choose)
4. Association Services – Formatted by you; content provided by CBUSA (contact **Steven Davison**)
5. BOD/ National Clydesdale Queen - Formatted by you; content provided by CBUSA (contact **Steven Davison & Andrew Stalheim**)
6. President's Message - Formatted by you; content provided by CBUSA (contact **Keith Mann**)
7. Updates from the Office/Digital Horse info (2 pages) - Formatted by you; content provided by CBUSA (contact **Stacie Lynch & Steven Davison**)
8. Financial Report (1/2-1 page) – Formatted by you; content provided by CBUSA (contact **Mike Birky**)
9. National Sale Promotion (2 pages) - Formatted by you; content provided by CBUSA (contacts: **Lisa Graham & Keith Mann**)
10. Stallion Row historical article - Formatted by you; content provided by CBUSA (contact **Andrew Stalheim**)
11. August A Busch Award (2019 recipient; excluded from 2020 News) - Formatted by you; content provided by CBUSA (Contact **Jeff Goodell**)
12. 2021 WCS – Formatted & provided by 2021 WCS (contact **Britney Martin** – 204-365-6221; britney_m94@hotmail.com)
13. 2022 WCS – Formatted & provided by 2022 WCS (contact **Alisa Clark** – info@worldclydesdaleshow22.com; alisa@blairmorefarm.com)
14. 2025 WCS (possibly) - Formatted by you; content provided by CBUSA (contact **Keith Mann**)
15. Iowa State Fair – Formatted & provided by ISF (Contact **Jeff Goodell**)
16. Hall of Fame (3 pages) - Formatted by you; content provided by CBUSA (contact **Andrew Stalheim**)
17. Show Results (est. 5 pages) - Formatted by you; content provided by CBUSA (contact **Shelby Zarobinski & Jeff Goodell**)
18. CBUSA Futurity Program (est. ½ page) – Formatted by you; content provided by CBUSA (contact **Shelby Zarobinski**)
19. Equine Health Article - Formatted by you; content provided by CBUSA (contact **Linda Harmon**)
20. All-American (est. 10 pages) - Formatted by you; content provided by CBUSA (contact **Shelby Zarobinski**)
21. Riding (est. 2-3 pages) - Formatted by you; content provided by CBUSA (contact **Linda Harmon & Kate Greckel**)
22. Youth – Formatted by you; content provided by CBUSA (contact **Jeff Goodell**)
23. Clydesdale Horse Association of Canada – Formatted & provided by CHAOC (contact **Lana Besley** – besleyfarms@gmail.com)
24. Clydesdale Education Foundation – Formatted & provided by CEF (contact **Kayle Grott**)
25. Breeders Listings (est. 10 pages) - Formatted by you; content provided by CBUSA by 12/15/20 (contact **Stacie Lynch**)