

# OEA Board of Directors Meeting: Minutes

## March 19, 2024

**Present:** Tori Pengelly, Sarah Richardson, Doug Topalovic, Sam Pritchard, Gabrielle Turcotte, Steph Shatilla, Kaileen Millard-Ruff, Xavier Traisnel, Veronica Low, Jamie Kellock, Bernadette Johnston. **Regrets:** Nikki Maclellan

**Call to Order:** 7:00 p.m.

### 1. Meeting Opening

- *Sarah moved, Kaileen seconded, and it was carried, to approve the minutes of the BOD Meeting on February 13, 2024.*
- *Bernadette moved, Sam seconded, and it was carried, to approve the agenda for the meeting of March 19, 2024.*

### 2. President's Report

Sarah waived the President's Report for this meeting given the many program and budget-related issues on the agenda that required discussion and approval. She noted that she and Bernadette had discussed a draft budget, generally, and that the BOD should be cognizant of the fact that we are currently operating at a deficit and may need to adjust spending at some point over the medium term.

### 3. Treasurer's Report

Bernadette presented the budget, which will be presented for discussion and approval at the April BOD Meeting. She noted the importance of ongoing communication to members when opportunities arise, letting them know that the vast majority of OEA spending is directed straight back into the sport in Ontario through support for our Organizers.

### 4. Committee Reports

#### **Communications**

Doug reported on progress on designing and building the new website and presented details on pages/categories that will be included. The next step is to have a design meeting with the web designer to finalize details. The website will be hosted on WIX, where fees are dependent on the level of service selected. A discussion ensued regarding the fees proposed by the designers invited to submit a proposal for working on the website and there was general agreement to select the lower of the bids.

- *Doug moved, Jamie seconded, and it was carried to approve a motion to authorize the spending of up to \$2,500 to contract with Jade McInnis for up to 100 hours to design and build a functioning website or OEA with full capacity. The contract should be executed by April 30, 2024.*

## **U25**

Veronica reported that the U25 Committee will extend participation in the program to riders in EV85 for 2024 and proposed that this group be added to the Leaderboard in the category of 18 and under. She noted that the expected budget for the U25 Program stands at \$20,500, which includes costs associated with attending the NAYC, travel grants and expenses around a Year-End Finale. NAYC riders will be expected to undertake some fundraising on their own behalf as well. There was a discussion about the qualifications for the *Chef d'Equipe* for the NAYC Team and it was agreed that Kendal Lehari, a Certified High-Performance Coach in Eventing who has competed to CCI 5\* was eminently qualified for the role.

- *Gabrielle moved, Doug seconded, and it was carried, to approve the appointment of Kendal Lehari as the Chef d'Equipe of the OEA NAYC U25 Team for 2024, and to put aside a stipend of \$1,500 for this role.*
- *Gabrielle moved, Kaileen seconded, and it was carried to approve the budget for the U25 Program at the levels of \$20,500 of which \$10,000 is dedicated to the Leaderboard, \$8,000 to Travel and Training Grants and \$2,500 to a Year End Finale.*

## **Emerging Professionals and High Performance**

There was nothing to report on the issue of Emerging Professionals and High Performance at this meeting and outstanding issues, which might include the idea for hosting an early June clinic with Canadian *Chef d'Equipe*, Rebecca Howard, will be reported to the BOD at the April meeting.

## **Schooling Days and Adult Riders**

Kaileen reported on the updated committee mandates for the Schooling Day and Adult Rider Committee and noted that 2 OEA Organizers (Bronte Creek and Stevens Creek) had agreed to host Schooling Days in 2024. She also noted that the Committee had discussed raising the entry fee for the schooling days to \$65, up from \$50 and the idea that Organizers (host venues) might limit numbers to riders schooling with the OEA-identified clinician, based on time and space constraints, as necessary. There was general agreement that the entry fee could be raised, and after some discussion, it was agreed that any discretion exercised by the host venue to limit licensed outside coaches for time and space constraints, or for any other reason, be discussed with the OEA. Also presented was a proposal that the OEA Schooling Day Program partner with Wits End, running a larger run pre-season schooling effort in all three phases of Eventing. That schooling is aimed at developing riders, and those new to Eventing, and is consistent with the philosophy of the OEA Schooling Day Program. Given this, it was

generally considered something that the OEA could usefully support to encourage rider development.

- *Kaileen moved, Sam seconded, and it was carried to increase the entry fee for schooling days to **\$65.00** from \$50.00, starting in 2024 and that host venues will welcome outside coaches with groups to their facility for an OEA Schooling Day as long as they are Licensed by EC, subject to time and space constraints, and fully at the discretion of the host venue and the OEA.*
- *Kaileen moved, Sam seconded, and it was carried to approve up to \$1,200 to cover the costs of running OEA Schooling Days in 2024 at each of Bronte Creek Equestrian Centre (July 4, Carlisle) and Stevens Creek Farm (August 11, Ottawa) for a total of **\$2,400**.*
- *Kaileen moved, Gabrielle seconded, and it was carried to approve up to **\$1,200** to partner with Wits End Farm to support 'pre-season schooling' in all three phases of Eventing tentatively scheduled to take place on April 27-28, 2024. Participation is contingent upon the schooling being marketed to non-eventers, that pricing be included in the program to allow for riders to register for the full day (\$150) or for one phase only at a rate of \$65, and that all entrants hold membership with Ontario Equestrian. Wits End will organize registration. An OEA Director must be on site for the day.*

Sam reported on the proposal to run a year-end award for an Adult Rider Team Challenge. This was presented as a pilot project for 2024, and will be financed by a sponsor, to be determined. She also reported on an idea to host an Adult Rider Eventing Camp, which will be discussed more fully at the April BOD Meeting.

- *Sarah moved, Steph seconded, and it was carried, to approve the **OEA Adult Rider Team Challenge** as a pilot project for 2024, subject to finding a sponsor for year-end ribbons and awards.*

### **Organizers**

There was nothing to report on the issue of Organizers at this meeting and outstanding issues will be reported to the BOD at the April meeting.

### **Volunteers**

Kaileen advised the Volunteer Committee has developed a volunteer incentive program to start in 2024 and include elements related to helping Organizers communicate with members to encourage volunteerism, developing educational materials for Organizers, coaches and others to explain the benefits of volunteering and to provide incentives/rewards for volunteers who make the effort to come out to Ontario Horse Trials and give their time in support of the sport. It was proposed the OEA could sponsor a raffle draw at every Ontario horse trial offering a useful and significant prize as thank you, branded with the OEA logo. The Committee is also considering

developing a rewards program where volunteers can collect pins based on number of volunteer hours.

- *Kaileen moved, Bernadette seconded, and it was carried, to approve a new Volunteer Incentive Program for Organizers to provide an OEA-branded raffle prize for volunteers valued at up to \$50 (up to \$1,000 per year) at each Ontario Horse Trial.*

### **Officials and Rules**

Steph reported that the Committee is working on its first “Rule of the Month”, which highlights specific rules for Eventing that might not be well-known, are new, or for any other reason are worthy of highlighting to our membership. The Committee plans to work on 8 such rules over the course of 2024. The Rule of the Month will become a feature on the website, the newsletter and will be published on the OEA social media platforms. In 2024 the Committee is working with TD Peggy Hambly to provide commentary on the Rule of the Month.

- *Steph moved, Gabrielle seconded, and it was carried to approve up to \$400 to provide an honorarium to Peggy Hambly for time spent providing commentary for eight (8) Rules of the Month in 2024.*

### **Education & Coaching**

Kaileen reported that Helen Richardson will prepare information to share with OEA coaches through two webinars that will be organized by the OEA and OE to take place on April 3 and on May 5. OE will also share information on coaching licensing as required by EC, to load on the OEA website. Sam then presented a proposal developed to offer an Annual year-end award for ‘Coach of the Year’ as a pilot project for 2024.

- *Kaileen moved, Sam seconded, and it was carried to approve work items on **providing coaching resources to OEA members** through website content linking to relevant OE and EC documentation on the 2024/25 licensing process and to organize webinars on April 3 and May 5 with where Ontario Equestrian will provide information to our coaches and members and answer questions on the licensing process.*
- *Sam moved, Gabrielle seconded, and it was carried, to approve the proposal for a pilot project to offer an OEA Coach of the Year Award based on the submission as written and to set aside up to \$400 to provide for a \$250 cash prize and the purchase of a light jacket printed with the OEA Logo and “OEA Coach of the Year, 2024”.*

## **5. Other Matters**

The BOD discussed an updated Leaderboard Policy and specifically the issues of adding EV85 (U18 division) and agreed that it was a good idea.

- *Sarah moved, Doug seconded, and it was carried, to approve the updated OEA Leaderboard Policy dated February 24, 2024, as written, including adding the EV85 (U18) division to the U25 Leaderboard.*

The BOD discussed the updated documents presented with respect to the OEA Annual Awards, and particularly the idea of including a cash prize for the Unsung Hero Award, usually won by a dedicated volunteer, and the idea of raising the prize money associated with the Regular Leaderboard. The BOD generally supported the idea of rewarding an OEA Unsung Hero and did not support the additional prize money for the Regular Leaderboard.

- *Sarah moved, Sam seconded, and it was carried to approve the description of the OEA Annual Awards description as written including approving the amount of \$150 to award to the winner of the Unsung Hero Award starting in 2024, without increasing prize money associated with the Regular Leaderboard.*

Sarah presented an idea to organize 2 Olympic XC viewing parties on Sunday, July 28<sup>th</sup> at each of the two Ontario Horse Trials running that day: Glenarden and Stevens Creek. This would involve playing recorded footage of the Olympic cross-country on a large screen and offering riders and spectators a place where they might come and go to enjoy some of the Olympic XC during the day. Steph volunteered to do some research into the policies governing the public projection of recorded feeds from networks, and will report back to the next BOD, where this discussion will be continued.

## **6. Next meeting**

It was agreed that the next meeting would be held on Tuesday, April 16, 2024.

- *Sarah moved, Doug seconded, and it was carried to adjourn the meeting at 9:30 pm.*