

Ontario Eventing Association Board of Directors Meeting
January 11, 2021
Final Minutes

Present: Ann Neal, Justin Ridgewell, Kendal Lehari, Alexis Minz, Terri Hough-Gilmour, Veronica Low, Cheryl Denault, Kelly Gravelle, Caroline Abrahams, Kathleen Wilson, Char Hodgson, Sarah Richardson, Laura McGuire

Call to Order: 7:05 p.m.

1. Meeting Opening

Veronica moved and Sarah seconded and carried approval of agenda.

Veronica moved and Char seconded and carried approval of the November 9th minutes.

a. Welcome to New Directors

Ann welcomed Sarah and Justin as new Board members and thanked them for their participation.

b. Declarations of Conflict of Interest

Ann advised members that at the beginning of a new OEA year, members are required to declare any conflicts they have related to their position on the board.

- i. Chery Denault – none
- ii. Veronica Low – runs a marketing and publishing company and does public relations for Jessica Phoenix
- iii. Charlotte Hodgson – runs Boogaloo boots, works for Wits End to promote and organize events and also works with Paramount Saddlery
- iv. Ann Neal – runs Springhill farm which includes boarders who are competitors and is also mother to Katie Bondrager who coaches, trains and competes
- v. Justin Ridgewell – sponsored by Boogaloo and Paramount, coaches eventers and is a dressage judge at sanctioned events
- vi. Terri Hough-Gilmour – is a coach and has students who compete in Eventing
- vii. Sarah Richardson – none
- viii. Alexis Minz – none
- ix. Kathleen Wilson – competes as an adult amateur, runs the Eventing Omnibus app, and her daughter competed as a YR
- x. Kendal Lehari – is a coach and coaches AAs and YRs
- xi. Kelly Gravelle – none
- xii. Caroline Abrahams – has a daughter who competes in U25

c. 2021 Board Meeting Dates

The list of Board meeting dates was circulated. Ann noted that we will likely stay with virtual meetings as it's been very effective to include everyone and ensure participation despite geographic distances.

2. Matters for Discussion

i. Presidents Report

a. Committee Structure and Activities for 2021

A chart with a streamlined Committee structure was reviewed. We felt we could eliminate certain committees such as Leaderboards and Membership as they are more related to operations rather than activities. Terri indicated that she may not be able to continue chairing the Volunteer committee. Char suggested she could take this on with another Director as co-lead. We agreed that we need to confirm the continuation of the \$50 volunteer incentive at each show.

The Thoroughbred Incentive Program also needs a lead and Alexis indicated a willingness to take it on. It will be part of the Competitions group. Ann indicated that she could use help on the Banquet Committee and Sarah expressed an interest in leading on Schooling Days. Justin suggested that he could take on some responsibility related to rules. It was noted that last year we were hoping to highlight an eventing rule on a regular basis to educate our members.

Action

We agreed to share our Organization structure with Organizers so they know who key contacts are along with their responsibilities on the OEA.

b. Policy Updates

Ann noted that we have managed to pare down our policies and identify that certain processes are operational procedures rather than policies. She sought advice from other provinces about Safe Sport. At the moment we only have a link to the EC website regarding Safe Sport. It is mandatory in Ontario currently.

c. Meeting with other PHTAs

Ann reported that she has had a couple of meetings with PHTAs and she is very encouraged by the willingness to collaborate. As provinces we do think it's important for EC to formally recognize us and the role we have in Eventing across the country. Ann also noted that we will make sure the EC's Competition Administration Policy (CAP), including Appendix 5 which notes PHTAs have authority to approve provincial competition dates.

d. Safety and Device Committee

This new committee is having its first meeting on Thursday and will include Sue Ockendon, Kendal Lehari, Laura McGuire, Jay Hambly. The focus of the first meeting will be on how we proceed with a safety device program in Ontario and how its funded.

e. Update on levy discussion with EC

We are continuing with discussions at EC regarding the collection of the OEA levy as well as information on how the EC levy of \$15 per entry is spent.

ii. Treasurers Report

Cheryl noted that historically the Board has been provided with a lot of detailed financial information each month including a listing of transactions from the OEA accounts. She noted that a sponsor may not want the much detail shared. She also noted it would be helpful to have a Finance Committee so there are several Directors providing advice on financial decisions. She reported that she now has the OEA laptop as well as 11 bankers boxes of records.

She noted that we have sufficient cash in the bank to run our programs for 2021 as usual and suggested that we continue to offer programming throughout 2021 even though we may operate at a loss.

Action

Each Committee lead was asked to complete the budget template so that we can consolidate and create our 2021 OEA budget.

Ann is continuing to work with EC to clarify the position on non-submission of OEA levies and implications on OEA approval of competition dates. It was agreed that in advance of the 2021 season OEA could circulate a communication to organizers reminding them of their requirement to collect and remit OEA levies for each EC sanctioned competition.

iii. Communications Report

Kathleen sent a report in advance of the meeting. She noted that they need to confirm what needs to be communicated to members over the next few weeks. She is also looking into SMS as an alternative method to communicate with members. To date she has posted the AGM recording on YouTube and has posts to recognize Pat, Roseanne and Peta for their work on the Board and contribution to eventing. It was also suggested that we could work with Kendal to identify newly certified coaches and we could also resurrect our posts on faces of OEA. Kathleen also noted that she is working with Microsoft to explore not for profit pricing for Office 365. She recommended that we take a different approach with our website hosting. She also noted that we could update our process for agendas and minutes to make them more

easily searchable. It was also identified that an AA member has come forward with a lot of WordPress expertise and could help out with the website.

iv. YR/U25 Update

Veronica reported that it looks as if there will be a NAYRC in 2021 with one competition on the East coast and one on the West Coast which will allow easier access for Ontario riders. She noted that we will need a selection committee if there are a number of riders who want to be considered.

v. Zara Buren Memorial Award

The deadline for applications is Sunday January 18th. She has had quite a few inquiries so far. It was noted that we need to clarify that this award is an OEA award, and not a YR/U25 award. It was clarified that the winner will be expected to join the program, but they don't have to be in the program to be eligible.

vi. Adult Amateurs

The most recent session was with Justin as an "Ask me Anything". They are offered the first Monday of every month and they are always looking for an expert to feature. There are plans for an FEI prep session and potential for an eventer to lead fitness demos. Ruth Allum is coming up later in February and they are researching other virtual clinics.

We will also need to decide what to do with the Novice Adult Award. Discussion ensued about the parameters and whether we should change criteria. In particular there are AAs who used to compete at a high level when they were younger, but as older adults prefer to compete in a lower level. It was suggested that the Committee come back to the Board with a proposal to adjust eligibility for this award.

Action

AA Committee to develop a proposal for renewed Novice Adult award criteria.

3. Other Matters

i. Banquet

Ann has been in touch with the Nottawasaga Resort as they have our deposit for \$5000 for the 2020 banquet. They will honour the funds for a 2021 banquet but indicate they will be unable to hold beyond that date. We will need to decide by the Spring and potentially come up with some alternatives. For example, we may not need a second room to hold our AGM if we do it virtually.

ii. COVID Liability Waiver

It was noted that we need to update our waiver and it will be run by Kelly for review

iii. OEA Membership

Directors were reminded to obtain their membership in order to vote.

4. Next meeting

The next meeting will take place on February 8th.

5. Meeting Adjournment:

Motion to adjourn at 8:48 by Veronica, seconded by Terri