

SOUTHWEST VIRGINIA HUNTER/JUMPER  
ASSOCIATION



2007 ANNUAL REPORT  
APPENDIX

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**TABLE OF CONTENTS**

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APPENDIX A: BOARD MEETING MINUTES

**SWVHJA Board Meeting Minutes**  
**February 7, 2007**  
**Lexington, VA**

The meeting was called to order at 7:02 PM. Present were: Cricket Stone, Brooks Arrington, Gordon Reistrup, Jenn Fessler, Molly Moore, Luanne Leonard, Diane Hinch, Jackson Schurtz, Anne Johnston, and Mimi Wroten.

The minutes from the December meeting were approved.

The treasurer's report was approved.

Checking account balance: \$4,444.23

Money Market account balance: \$10,914.80

**OLD BUSINESS**

Equitation points final wording

A motion was made and unanimously approved to adjust the wording of the rules to state that equitation on the flat points will follow the hunter points including using the increment system and doubling points at the A rated and SWVHJA Annual shows.

Date to hold the annual meeting

Discussion was held regarding trying to get a larger percentage of the membership to participate in our annual meeting. It was then motioned and approved to hold the Annual Meeting on Oct. 13, 2007 at the VA Horse Center at 6PM. This meeting will follow the same format of recent meetings.

**NEW BUSINESS**

Show evaluations

None had been sent in for the board to review.

2007 Banquet

Date is reserved for 1/12/08. With the Annual meeting being held in October we plan on starting the banquet earlier. The silent auction and possibly a normal auction are being planned now to increase the income from these fundraisers.

2007 Yearbook

Information to be sent out with updated rates from Danny Young via e-mail and web site.

Financials

The cost of the banquet and what the association can afford to pay towards the banquet was discussed and will be discussed further to decide upon the cost to members for the upcoming year.

Other possible ways to increase money for the association were discussed to help offset the additional expenses of the dress sheets vs. the coolers plus the couple of extra dress sheets for new divisions. Increasing fees for sanctioning horse shows was one of the options.

The board will also be looking at the number of scholarships given each year. The board will look for sponsors for the scholarships. It was discussed that the juniors who participate in the practicum should get some special consideration for the scholarships. This idea will be revisited by the board in future meetings.

2007 Annual Show

Searching for the 2007 Annual Show Presenting sponsor has begun. The board will also look at expanding the sponsor levels and what each level would get for their support. Since the cost of hotels seemed to be a large part of the annual show expenses, board members will solicit local hotels to see if this expense can be lowered.

Officer elections

Cricket Stone will continue as the President, while Luanne Leonard will also continue as Vice President. Gordon Reistrup will take over as Secretary. Molly Moore will be the Parliamentarian and Mimi Wroten will be the Treasurer.

### Committees

Groups were discussed and formed.

Junior committee will include: Sarah Irvine, Brooks Arrington, and Jackson Schurtz. Clinic committee includes: Gordon Reistrup, Luanne Leonard, Jen Fessler, and Mimi Wroten.

Annual Show Sponsorship committee will be: KC Hearn and Diane Hinch.

Annual Show committee will be: entire board.

Several members from the general membership will hopefully join the board members on these committees.

### Clinic Schedule

In order to get a Professional from out of the area we need to be asking the professionals now for 2008 dates. The board has chosen March 29<sup>th</sup> and 30<sup>th</sup> of 2008 to try and schedule a clinic. The board will also look into having the USHJA help cover the expenses with this clinic and what we would get from their association. This year we are able to offer a clinic with Paul Matthews on March 31<sup>st</sup> and April 1<sup>st</sup> 2007. The clinic will be held at the RMWC riding facility.

### By-Laws

The board will be taking time this year to review what is and isn't discussed in the rulebook and to insure that definitions and rules are consistent throughout the rules.

The board meeting was adjourned at 8:55 pm. The next meeting will be held on March 21, 2007 at 7PM at the Sweet Briar College Riding Center.

Respectfully Submitted,  
Mimi Wroten  
Secretary SWVHJA Board

**SWVHJA Board of Directors Meeting  
March 21, 2007  
Sweet Briar College Riding Center**

The meeting was called to order at 7:15 pm. Present were: Cricket Stone, Brooks Arrington, Molly Moore, Jennifer Fessler, Jackson Schurtz, Diane Hinch, Sarah Irvine, Luanne Leonard, Mimi Wroten, KC Hearn and Gordon Reistrup. Also present was Executive Secretary Anne Johnston.

The minutes from the February meeting were read and approved.

The Treasurer's report was read and approved.

Checking account balance: \$5,739.05

Money market account balance: \$10,931.73.

## **OLD BUSINESS**

### By-Laws Revision

It was agreed to postpone approval of revision of the by-laws until the April meeting. Luanne Leonard inquired if the doubling of jumper points read clearly enough in the by-laws; it was agreed this was well-stated. Anne Johnston is sending copies of the By-Laws to show managers with the revised equitation rules.

### Paul Mathews Clinic

Response to the Spring clinic with Paul Mathews was discussed. Because response was light due to a variety of factors, it was decided to consolidate from two days to one, to be held March 31st. It was decided to combine all the 3'0"/3'6" sections into one, and offer a 2'6" section, both of which would ride in an AM and a PM session. It was agreed that revised information would be disseminated by the evening of March 23rd, with responses required by March 27th.

### Yearbook

Anne Johnston is updating and resending the membership list to Danny Young. The print date for the Yearbook is as yet unknown, but Anne is checking on ad responses.

### Missing Items from Annual Show

Brooks Arrington proposed replacing the missing RMWC flower boxes taken from the 2006 Annual Horse Show, and has asked JT Tallon to itemize and price the missing items. The Board agreed upon this course of action.

### August Clinic

Luanne Leonard noted that Glenn Moody was not available for the August clinic date. She proposed Kevin McQueen (NJ) as a possible replacement, and was checking on availability. Chris Kelly is in place for the second day. Sarah Irvine suggested exploring USEF junior development opportunities for use in conjunction with a practicum clinic. Following discussion it was proposed that such a clinic could be held in conjunction with either the June or July House Mountain horse shows, or the October House Mountain. Areas of interest were discussed. It was decided that a practicum prep/mounted clinic combination could be held on the August clinic dates for 2007.

### 2008 Clinic

The 2008 clinic will be held March 29-30, 2008 with Paul Mathews returning as the clinician.

## **NEW BUSINESS**

### Annual Show Sponsors

Sarah Irvine indicated that Steve Barnes of Grand Champion Trailer Sales would do a \$2500 sponsorship. Gordon Reistrup is contacting Dover Saddlery regarding sponsorship. Cricket Stone stated that Kate Haisch will investigate corporate sponsorship. Anne Johnston is going to send last year's sponsorship levels to board members so new levels can be discussed and set at the next meeting.

#### Junior Scholarships

There was a brief discussion of including participation in association educational opportunities as part of the junior scholarship application. It was agreed that the applications and application process need review and revision.

#### Low Hunter Query

A member inquired if the Low Hunter division at the Lexington Spring Premiere and Encore horse shows counted for Year-End Award points. The specs read the same as in the By-Laws; as long as the specs are the same, the division counts for points.

#### Owner vs. Rider Points Queries

A correct response was initiated to a letter received from member Ann Shawver requesting a point query on a horse owned by someone else. The By-Laws clearly state that only an owner can query points. It was unanimously agreed to leave this policy as is. Cricket Stone will prepare a final response to this inquiry.

The next meeting will be April 23rd in Lexington. The meeting was adjourned.

Respectfully submitted,  
Gordon Reistrup  
Secretary, SWVHJA Board of Directors

**SWVHJA BOARD OF DIRECTORS MEETING**  
**April 23, 2007 • Lexington, Virginia**

Meeting was called to order by at 7:15 p.m. Present were Cricket Stone, Jackson Schurtz, Molly Moore, KC Hearn, Diane Hinch, Luanne Leonard, Sarah Irvine, Mimi Wroten, Jennifer Fessler, Gordon Reistrup and Executive Secretary Anne Johnston.

The minutes from the March meeting were read and approved.

The Treasurer's Report was read and approved.

Checking account balance: \$4,851.48.

MMA balance: \$10,953.08.

**OLD BUSINESS**

Paul Mathews Clinic

Jenn Fessler presented a final report on the Paul Mathews Clinic held at the R-MWC Riding Center on March 31, 2007. Along with noting the excellent, patient and attentive instruction, it was apparent that the change in format to one day given the extenuating circumstances of the Spring schedule (viral outbreaks, show conflicts, etc.) worked well. However, unavailability of non-participating board members to assist with on-site organization and event flow was a problem. It was suggested that for future clinics board members should be assigned to cover the various jobs (auditor fees, food, jump crew, etc.); and/or that volunteers from the association be rallied, and auditing fees be waived for those volunteers. KC Hearn is drafting a thank you to JT Tallon and the RMWC Riding Center.

August Clinic

Plans for the upcoming August Clinic were discussed. Luanne Leonard received an affirmative from Kevin McQueen for the date; she will collect biographical information. Various formats were reviewed, along with incorporating a practicum preparatory session. A motion was approved that the 3' Clinic with Kevin McQueen be held August 3rd at Oak Manor Farm, with an open practicum (open to junior and senior members) prep. session. A motion was approved that the 2'6" clinic be held with Chris Kelly at the R-MWC Riding Center on August 5th. Board/volunteer tasks will be assigned at the board meeting prior to the clinics. A topic list for the practicum is being assembled. Cricket Stone will apply for funding from the USEF Youth Council for the August Clinic.

Annual Horse Show

Plans for the 2007 Annual Horse Show were discussed. Cricket Stone presented revised show schedules, which were reviewed and discussed. Sponsorship levels were reviewed and revised. Sarah Irvine requested a sponsorship packet for her to present to Steve Barnes of Grand Champion Trailers for title sponsorship. It was unanimously agreed to ask Bearwood Farm to again sponsor the Working Hunter Classic. The cocktail party on Friday night has been changed to an exhibitors party. Sponsorship format will be available online and at all further horse shows.

Roanoke Valley Horse Show

On behalf of the horse show, Nancy Peterson requested that SWVHJA continue with our hosting of a party on Sunday night. It was discussed, and the general consensus was that sponsoring a Monday morning breakfast along with a cooler would be a more effective means of support. Cricket will check on the hospitality situation on Monday morning with Nancy.

By-Laws & Rulebook Revisions

It was agreed to separate the By-Laws and Rulebook into two separate documents. The By-Laws were reviewed and revised. The first half of the Rulebook was reviewed and revised. The second half will be reviewed at the next meeting.

**NEW BUSINESS**

A donation to Virginia Tech Riding Team in memory of Emily Hilscher who died in the April 16th shootings was motioned and approved.

A Junior Meeting/Party was motioned and approved for July 10th during the House Mountain Horse Show.

The next meeting will be Wednesday, May 30th in Lexington. The meeting was adjourned at 9:15 p.m.

Respectfully submitted,

Gordon Reistrup, Secretary

## SWVHJA BOARD OF DIRECTORS MEETING

May 30, 2007 • Lexington VA

The meeting was called to order at 7:15 p.m. Present were Cricket Stone, Sarah Irvine, Diane Hinch, Molly Moore, Luanne Leonard, Brooks Arrington, Jackson Schurtz, Gordon Reistrup and Executive Secretary Anne Johnston.

Minutes from the April meeting were read and approved.

The Treasurer's report was read and approved.

Checking account balance: \$3,669.33.

MMA balance: \$10,987.33.

### OLD BUSINESS

#### Yearbook:

Danny Young has held printing while waiting on pictures for several items. It was decided to have him go ahead to print without these items.

Annual Horse Show: Steve Barnes of Grand Champion Trailer Sales has agreed via Sarah Irvine to be the title sponsor. Need ad copy from him for covers of prize list. Some minor changes were made to the time schedule. Division and class sponsorship levels were reviewed and set. Specifications for schooling and hopeful hunter divisions were discussed. Cricket is checking on sponsorship "rewards" items such as pens and golf towels (rub rags).

Sponsorship of the cooler and Monday lunch at the Roanoke Valley Horse Show for \$600 was approved.

The By-Laws and Rules have been divided into two documents and have been revised for formatting. They will be given to board members for final content review. It was noted that clarification may be needed in the rules that Table II (blue ribbon) jumper classes DO NOT count for year-end award points.

#### August Clinic:

A practicum session will be offered at both clinic locations. Format and content of the mailer was reviewed and finalized, with a return submission date of July 20.

### NEW BUSINESS

No show evaluations were submitted for review.

There was some discussion of membership numbers as they relate to division numbers, some of which appear to have fallen off at present.

The July 10th Juniors Party during the House Mountain Horse Show will be a hot dog cook-out with dogs, chips, pasta salad, popsicles, etc. There will be a Junior Meeting in conjunction with the cook-out at 6:00 p.m. Anne will post on the website.

Cricket Stone described the USHJA Affiliate Medal Awards program. It was agreed that potential participation in this program should be discussed at the Annual Meeting.

The next Board meeting will take place on Tuesday, July 10th at 7:00 p.m. in the Hospitality Room at the Virginia Horse Center during the House Mountain show. The meeting was adjourned at 8:20 p.m.

Respectfully submitted,  
Gordon Reistrup, Secretary

## **SWVHJA BOARD OF DIRECTORS MEETING**

July 10, 2007 • Virginia Horse Center, Lexington VA

The meeting was called to order at 6:40 p.m. Present were Cricket Stone, K.C. Hearn, Sarah Irvine, Diane Hinch, Molly Moore, Luanne Leonard, Brooks Arrington, Jackson Schurtz, Gordon Reistrup and Executive Secretary Anne Johnston.

The Treasurer's report was read and approved.

Checking account balance: \$4,472.26.

MMA balance: \$11,029.82.

### **OLD BUSINESS**

The Yearbook should be going to the printer soon. Brooks Arrington volunteer to be an advertising liaison for the Yearbook to assist members in submitting their materials to Danny Young in a timely fashion.

Response thus far for the August Clinic(s) with Kevin McQueen and Chris Kelly is promising. Further suggestions were made for practicum topics, including farrier, and horse show management & budgeting. Jackson Schurtz and Cricket Stone will undertake the practicum portion at the Chris Kelly/Randolph College clinic; Luanne Leonard and Sarah Irvine will handle the practicum at the Oak Manor/Kevin McQueen clinic.

The Annual Horse Show sponsorship mailing is being finalized with new division and class sponsorship prices as approved. The time schedule/prize list has been finalized as well. Sponsorship "rewards" such as the popular tote bag and rub rag were discussed for this year's show. Anne is looking into pens, mugs, cozies, visors, etc.

### **NEW BUSINESS**

No show evaluations were submitted for review.

Sarah Irvine initiated a unanimous thank you to Molly Moore and the House Mountain Horse Show for hosting the Juniors' get-together. A suggestion was made to have more Junior events on the first night of future House Mountain shows.

Jackson Schurtz proposed an outing for the Juniors (and other interested members) to attend the USGPL Finals Grad Prix at HITS Culpeper in September. Anne will post to website.

Cricket Stone summarized the USHJA Outreach program and its interest in doing more with affiliate members to lend assistance for clinics and member programs.

It was brought to the attention of the board that former board member and long-time SWVHJA member David Ashcom was in critical condition in the hospital; it was agreed to send flowers to wish him a speedy recovery.

The next Board meeting will take place on Tuesday, September 4th at 7:00 p.m. in Lexington. The meeting was adjourned at 7:20 p.m.

Respectfully submitted,  
Gordon Reistrup, Secretary

## SWVHJA BOARD OF DIRECTORS MEETING

September 4, 2007

• Lexington, Virginia •

The meeting was called to order at 7:10 p.m. Present were Cricket Stone, Diane Hinch, Molly Moore, Luanne Leonard, Jenn Fessler, Jackson Schurtz, Gordon Reistrup and Executive Secretary Anne Johnston.

The Treasurer's report was read and approved.

Checking account balance: \$3,166.47.

Money market account balance: \$8,160.99.

### OLD BUSINESS

#### Yearbook

It was agreed that the delay in publishing has been a result of a problem collecting ad copy and payments. The Board urges the membership to be timely in submission of payment and materials for the Yearbook in the future, and discussed implementing a firm deadline to assist members in being expeditious in this regard. The concern is that the Yearbook is losing current and potential support because timeliness is affected.

Response to the August Clinic(s) with Kevin McQueen and Chris Kelly was very positive. Nice letters were received from Anne Shawver and Sarah Brinks complimenting the events. Most participants opted to watch the other sessions which hurt the numbers of participants for the practicum sessions offered at both clinics. It was suggested that perhaps a practicum prep be held during the winter. A Clinics tab will be placed on the website with summaries of past events and those upcoming. The next clinic will be held March 29-30, 2008 with Paul Mathews returning as the clinician.

Annual Horse Show sponsorship materials have been sent to Steve Barnes, but ad copy still has not been received. It was suggested that an email be sent to the membership indicating sponsorship opportunities that are still available. A proof of the prize list was reviewed. Amounts and types of sponsorship rewards were set. It was decided to make the third over fences class on Sunday a handy class as the first round of the classic. A letter was received regarding a vendor turned away for last year's show, but not for the following weekend's VHSA Associates Championship; the board is requesting a list via Clyde Poarch of vendors from Tom Ginaven in order to understand this discrepancy.

The Annual Meeting will be held during the House Mountain Horse Show in an effort to encompass more of the membership as attendance at the meeting has fallen off in recent years; it will also allow a review of the year prior to the start of the new show year in the event a new rule or rule change needs to be implemented. The Annual Meeting will be held in the Hospitality Room across from the show office at 7:00 p.m., starting with the General Membership Meeting to be followed by the Show Managers' Meeting. Board members going off are Mimi Wroten, Sarah Irvine, Gordon Reistrup, Brooks Arrington and Luanne Leonard. Those having accepted nominations for (re)election are Gordon Reistrup and Luanne Leonard. Forums will be held as needed if necessary. Bring topics for discussion to the meeting.

### NEW BUSINESS

One show evaluation was submitted and reviewed.

Hall of Fame and special award nominations were discussed.

The fees for show dues were discussed as reminders are about to be mailed. Show fees will stay the same for the upcoming year. Luanne motioned that in line with the VHSA and other medal classes that are held at member shows, a \$5.00 fee for each rider in the Hunter Seat, Adult and Pony Medal qualifying classes be included with the show results for the 2008 show year. The collection of this fee is a means of managing our financial obligations without charging and increased amount to show managers.

The next Board meeting will take place on Tuesday, October 16th at 7:00 p.m. in Lexington.

The meeting was adjourned at 9:14 p.m.

Respectfully submitted,  
Gordon Reistrup, Secretary

## **SWVHJA BOARD OF DIRECTORS MEETING**

October 16, 2007

• Lexington, Virginia •

The meeting was called to order at 7:10 p.m. Present were Cricket Stone, Diane Hinch, Molly Moore, Jenn Fessler, Gordon Reistrup and Executive Secretary Anne Johnston. There was no quorum present.

The September minutes were reviewed. The Treasurer's report was reviewed. Checking account balance: \$4,604.53. Money market account balance: \$8,160.99.

### **OLD BUSINESS**

Yearbook. Postage for the yearbook will be \$859.00.

Annual Horse Show. The current status of sponsorship was reviewed. Sponsorship gifts were finalized. Prize list is posted on the website and being mailed. Letters reminding recipients to return perpetual trophies won at last year's show are being mailed, as well as reminders regarding return of year end trophies. There is a slight increase on the cost of food for the evenings at the annual show; Jenn will order the food. The presenting sponsor recognition ceremony will take place immediately prior to the start of the Medal Finals. Cricket will check with Clyde to make sure all is in place, and all board members will be asked to participate; Anne is taking care of a commemorative plaque.

### **NEW BUSINESS**

There were no show evaluations to review.

Anne reported on the status of show applications. There are some shows that have been okayed for 2008 that will return to traditional dates for 2009.

The Annual Meeting will be held on October 13, 2007 at 7:00 p.m. in the VHC Hospitality Room across from the show office.

Anne will send proof copies of rule books and by-laws to board members for final review.

The next Board meeting will take place on Tuesday, December 5th at 7:00 p.m. in Lexington. This meeting will include both the 2007 board and those newly elected members for 2008. The meeting was adjourned at 8:15 p.m.

Respectfully submitted,  
Gordon Reistrup, Secretary

## **SWVHJA BOARD OF DIRECTORS MEETING**

December 4, 2007

• Lexington, Virginia •

The meeting was called to order at 7:00 p.m. Present were Cricket Stone, Diane Hinch, Molly Moore, Jenn Fessler, Jackson Schurtz, Sarah Irvine, Mimi Wroten, Tina Purvis, Brooks Arrington, Meg Jones, Jessica Davis, Gordon Reistrup and Executive Secretary Anne Johnston.

The October minutes were read and approved. The Treasurer's report was read and approved.

Checking account balance: \$6,853.07.

Money market account balance: \$8,160.99.

### **OLD BUSINESS**

#### *Annual Horse Show Wrap-Up*

Sarah Irvine raised judge Keith Hastings dissatisfaction with the lack of "extra" pay for the long days. While the association did not really make enough to provide additional compensation outside contracted fees, it was felt that this decision really rests with show management, as the judge's contract was agreed to by management on the association's behalf. The situation in the show office between a board member and show secretaries regarding incorrect entries and closed divisions was reviewed. This situation may have been averted if management had resolved exhibitor conflicts. (The board need to make sure management is aware of its expectations). Also suggested for management improvement, notification of sponsors when their sponsored classes and division awards are being presented so they can participate in such, announcement of champion, reserve champion and "best" awards throughout the complex. The possibility of opening the annual shows up for bids was discussed. Brooks Arrington suggested formation of a horse show committee made up of board members and persons from the general membership as liason with management.

McNeil, Burkholder and Hall of Fame awards were discussed and voted upon by the board.

The show and event calendar for 2008 is being finalized.

### **NEW BUSINESS**

There were no show evaluations to review.

Molly Moore is handling the menu for the Annual Banquet at the Natural Bridge Hotel in January.

Elections for officers were held for the current year. The officers for 2008 are President: Gordon Reistrup; Vice President, Luanne Leonard; Treasurer, Molly Moore; Secretary, Tina Purvis; Parliamentarian, Diane Hinch.

Mimi Wroten volunteered to participate on non-board committees as she is going off the board this term.

Annual Meeting reports were discussed and assigned.

Yearbook advertising and pricing was reviewed and set.

Items for the Silent Auction will be posted on the website prior to the Annual Banquet.

The need for new Junior Scholarship questions was discussed further and will be written for next year.

Current benefits of USHJA affiliate membership were discussed.

It was discussed and decided that at this time the association cannot afford to procure a Timeslice program for the management of all its information.

The next Board meeting will take place on Tuesday, January 22 at 7:00 p.m. in Lexington. The meeting was adjourned at 9:20 p.m.

Respectfully submitted,  
Gordon Reistrup, Secretary