



USAWE Executive Session Meeting Minutes



Meeting Date: Wednesday, June 28, 2023

Meeting Time: 5:00 p.m. Pacific, 6:00 p.m. Mountain, 7:00 p.m. Central, 8:00 p.m. Eastern

Meeting Frequency/Modality: As needed; held virtually via Zoom

Agenda emailed and posted on usawe.org 6/26/2023 by Secretary Kris Blacklock

Minutes: The 6.28.23 Executive Session Meeting minutes were e-approved 7.2.2023 by the BOD and posted to the USAWE.org > Corporate > Records > Meeting Minutes and filed in USAWE G-Drive > Board of Directors > Executive Sessions

NEXT MEETING – 5:00 Pacific Wednesday July 12, 2023 to review the Budget.

Board of Directors (BOD)		Attendance at Roll Call	
Executive Committee		Present	Absent
President	Chris Stanko	P	
President Elect	Doreen Atkinson	P	
Secretary	Kris Blacklock	P	
Treasurer	Leesa Nero	P	
At Large Director 1	Robin Bond	P after roll call	
At Large Director 2	Stephanie Hayes	P	
Regional Directors			
R1 Director	Heather Humelbaugh	P	
R2 Director	Katie Franklin	P	
R3 Director	Linda Frazier		A
R4 Director	Kiki Pantaze	P	
R5 Director	Becky Sherven	P	
R6 Director	Karen Miller		A
R7 Director	Rebecca Algar	P	

Current # Board of Directors = 13 | BOD members required for Quorum = 7

BOD members in attendance at roll call = 10 | Quorum was established.

Call to Order: President Chris Stanko called the meeting to order at 5:04 PM Pacific Time.

BUSINESS

TREASURER APPOINTMENT - President Chris Stanko extended a welcome to Treasurer Leesa Nero (R7, FL) (appointed 6/21/23) and appreciation to Erin O’Shaughnessy (R1, WA) (resigned 5/10/23).

BUDGET – *Chris Stanko, President & Leesa Nero Treasurer*

Until we can get our new treasurer up to speed and develop an operational budget, all previously approved budgets and future spending is temporarily paused.

Note: The expenses from the June 15-18 LOC EOH Seminar and Show, Silent Judging Analysis (April and June) and the International Travel grants submitted prior to the seminar will be paid.

The 2023 Budget is in process and is scheduled for review during the July 12 Executive Session with the Full Board and Committee Chairs.



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LICENSED COMPETITIONS – Ensure competitors are in compliance to USA Rules for Working Equitation, USAWE Competition Manual licensed show requirements, provide a consistent message on each of the usawe.org website committee pages and to clarify which rules govern competitions licensed by USAWE and rules used when competing internationally.

KRIS BLACKLOCK, SECRETARY made a motion; REBECCA ALGAR, REGION 7 DIRECTOR, seconded

Motion: Add the following statement to USAWE policies, website pages and Competition Manual: “Valid USAWE Membership and Horse Recording are required **prior** to competing in any USAWE recognized competition (with a one-week post-show 'grace' period to resolve pre-show processing issues). To earn points toward year-end awards, the show must be fully licensed (not provisional) prior to competition start date and valid USAWE Membership and Horse Recording are required **prior** to participating in any USAWE recognized competition. Show results must be submitted within one week following the competition. All show fees and required post-show reports must be submitted within two weeks post show.

The USA Working Equitation (USAWE) [Competitions Manual](#) provides instructions and requirements for USAWE recognized competitions. The [U.S. Rules for Working Equitation](#) provides the rules used for the sport in the United States. The [WAWWE International Working Equitation Regulations](#) govern International Competitions. “

→ **Motion passed by voice vote with 10 in favor, 0 opposed, 0 abstained, 0 recused, 3 absent.**

Robin Bond joined 5:49 PM Pacific

CHAMPIONSHIP MEMBERSHIP EMAIL REQUEST – Notify members of Championships: (a) congratulate USAWE members who have earned qualifying scores, (b) provide information about how to sign up for the Championships, (c) provide information about opportunities to sponsor the Championships, and (d) to help generate additional interest in these USAWE "big events."

KRIS BLACKLOCK, SECRETARY made a motion; KIKI PANTAZE, R4 DIRECTOR, seconded

Motion: Add the following statement to the USAWE Membership policy: “USAWE membership information is considered an organization asset and may be shared internally with a business need to know with the Executive Committee, Regional Directors and Committee Chairs with the understanding that this information is confidential and should never be disclosed publicly. Competition organizers may formulate marketing messages to be distributed to the membership via the newsletter or eBlasts. eBlasts for informing members of events and accomplishments may be requested following the *USAWE eBlast Protocol*. Mass emails and e-Notifications with multiple recipients must blind copy members and never list individual member email addresses within it. Unauthorized or mis-use of membership information is subject to legal action and USAWE sanctions (i.e., fines and membership suspension, revocation, ban, etc.).”

→ **Motion passed by voice vote with 11 in favor, 0 opposed, 0 abstained, 0 recused, 2 absent.**

KRIS BLACKLOCK, SECRETARY, made a motion;

Motion Failed: Add the following statement to the USAWE Membership policy: “In addition to the monthly list of new members within their region, Regional Directors are authorized to receive a list of members (Name, email address) within their region to send a targeted eNotice to inform their respective region’s membership of upcoming Championship Show(s): Provide Championship Show information, Congratulate qualified horse-rider pairs and Recognize championship show sponsorships. Show organizers/management are only authorized to obtain publicly posted membership and horse recording website view information.”

Motion failed; no second.



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USAWE LIABILITY RELEASE FORMS - Include the *USAWE Release, Assumption of Risk, and Indemnification Agreement* in the membership request form to ensure a release is acknowledged and signed by all members and to discontinue the One-Time "Try It Out! Voucher" to protect the organization and to encourage new members.

KRIS BLACKLOCK, SECRETARY, made a motion; REBECCA ALGAR, R7 DIRECTOR, seconded

Motion: Include the *USAWE Release, Assumption of Risk, and Indemnification Agreement* with an electronic signature acceptance within the USAWE membership request form effective immediately for 2023 and going forward for future membership years.

→ **Motion passed by voice vote with 11 in favor, 0 opposed, 0 abstained, 0 recused, 2 absent.**

KRIS BLACKLOCK, SECRETARY made a motion; STEPHANIE HAYES, AT LARGE DIRECTOR 2, seconded

Motion: Discontinue the *One-Time "Try It Out!" Voucher* program, starting with the 2024 membership year.

→ **Motion passed by voice vote with 11 in favor, 0 opposed, 0 abstained, 0 recused, 2 absent.**

GIRA SCORESHEETS – Score sheets must contain the same information and formatting as stipulated within the U.S. Rules for Working Equitation L1-L6 and WAVE regulations for L7. Currently the GIRA generated score sheets are not: Dressage and EOH score sheets are missing Subtotals for Movements and Subtotals for Collective Marks.

KRIS BLACKLOCK, SECRETARY, made a motion; KIKI PANTAZE, R4 DIRECTOR, seconded

Motion: Instruct the Competitions Committee Chair, USAWE GIRA administrator and GIRA developer to ensure GIRA.io generated USAWE Dressage and Ease of Handling score sheets are formatted to include the same information as stipulated within the U.S. Rules for Working Equitation L1-L6 and WAVE International Working Equitation Regulations for L7.

→ **Motion passed by voice vote with 11 in favor, 0 opposed, 0 abstained, 0 recused, 2 absent.**

CONFLICT OF INTEREST - There was a question from the membership regarding a perceived conflict of interest regarding USAWE GIRA.io administration. In discussion, it was identified that there are a number of checks and balances within GIRA show setup, two local show organizers authorized for each show's scores and results, local scorer data entry, Judge/TD score/placing validation, show manager show results excel file submission, USAWE Results transparency with every show's results posted to the website and competitor review that ensure data accuracy.

The full Board of Directors agreed that the Competitions Committee needs to identify the primary and secondary GIRA Administrator that show management can contact to address GIRA issues as they arise and to both (plus the Competition Chair) be included in the communication with GIRA developer.

WAVE MEMORANDUM OF UNDERSTANDING - World Association for Working Equitation (WAVE)

- Three-year agreement between WAVE and USAWE (signed March 3, 2022).
- Organize and promote, at least, 2 (two) official Zone Championships working equitation competitions in its country according to WAVE's practices, standards, rules and regulations, attended and verified by at least 1 (one) WAVE official.
- Inform WAVE of USAWE yearly activities and relevant international results

WAVE licensed official Zone Championship motion tabled until July 19, 2023

Motion: To be drafted AFTER reviewing results of June Regional vs Zone Championship questionnaire responses from membership. Discussion topic for July 19 BOD meeting (meeting moved from July 12)

KRIS BLACKLOCK, SECRETARY, made a motion; KIKI PANTAZE, R4 REGIONAL DIRECTOR, seconded

Motion: Include the World Association for Working Equitation (WAVE) official email address (geral@wawe-official.com) in the distribution of the USAWE newsletter.

→ **Motion passed by voice vote with 11 in favor, 0 opposed, 0 abstained, 0 recused, 2 absent.**



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ANNOUNCEMENTS - The Awards Committee is planning a Leaderboard Awards eBlast and Questionnaire for board review (via eVote).

ITEMS TO CONSIDER FOR NEXT MEETING - Budget

President Chris Stanko adjourned the meeting at 7:04 PM, Pacific Time.

Minutes submitted by Kris Blacklock, USAWE Secretary