



# USAWE Board of Directors Meeting Minutes



**Meeting Date:** Sunday, January 21, 2024

**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:** 2<sup>nd</sup> Wednesday each month held virtually via Zoom

**Agenda** sent 01.19.2024 and posted to USAWE.org > Corporate > Records > Meeting Minutes and filed in USAWE G-Drive > Board of Directors (BOD) > Board Meetings folder

**Minutes:** The 1.21.2024 Minutes were e-approved 1.25.2024 and posted to the USAWE.org > Corporate > Records > Meeting Minutes and filed in USAWE G-Drive > Board of Directors (BOD) folder

**NEXT MEETING – Wednesday, February 21, 2024.** Submit Agenda items using the online [Board Agenda Item Request Form](#) located on the usaawe.org website > Corporate > Records page

Board of Directors in attendance for all or part of the meeting:		Attendance at Roll Call	
Executive Committee		Present	Absent
President	Doreen Atkinson	P	
President Elect	Tracey Erway	P after roll	
Secretary	Amie Perryman	P	
Treasurer	Leesa Nero	P	
At Large Director 1	Robin Bond		A
At Large Director 2	Stephanie Hayes		A Excused
Regional Directors			
R1 Director	Sara Mackenzie	P	
R2 Director	To be Appointed	--	--
R3 Director	Chris Stanko		A
R4 Director	Kiki Pantaze	P	
R5 Director	Sara Barnwell	P	
R6 Director	Cera Olson	P	
R7 Director	Pat Melton	P	

Current # of Board members = 12 | 7 BOD members required for Quorum.

# BOD members in attendance at roll call = 8 | Quorum was established.

BOD Meeting Attendance Log was updated.

Excused = notified Secretary and President in advance director (or chair) was unable to attend the meeting.

**Guests in attendance:** Kris Blacklock, Clerical Assistant; Kim Hillyer, Competitions chair; Jeanne Bond, Rules Chair assisting with Competitions Manual revisions

**Call to Order:** President Doreen Atkinson called the meeting to order at 5:01 PM Pacific Time.

## UNFINISHED BUSINESS

### COMPETITIONS – REGIONAL CHAMPIONSHIP REQUIREMENTS – by Kim Hillyer, Chair

Competitions committee asked BOD to review and approve the Regional Championship Requirements proposal from the Championship Show Structure Task Force. Original motion tabled from 1.10.2024 BOD meeting due to requested revisions on number of qualifying scores needed if a competitor wishes to compete in a championship in another region (other than their own region); revisions sent 1.17.24 for e-Vote but failed and now brought forth for live discussion.

R7 Director asked to understand logic for (3) qualifying scores – (2) within home Region; (2) to attend another region championship. Competitions chair explained that if a competitor wishes to compete in (2) regions, instead of (4) scores with two in each region, the compromise discussed during the 1.10.2024 BOD meeting was (3) qualifying scores – (2) scores within home region and (1) score in a different region.

R1 Director noted currently championship shows are not oversubscribed and there is validity to compete and earn (2) qualifying scores in a region before participating in that region championship. R6 Director mentioned BOD discussion for future (if championships are oversubscribed), may need to consider asking members to declare which region they wish to compete in. However, USAWE isn't at that point yet.

Competition Manual revision (version 1.21.2024) effective January 1, 2024, to include BOD approved requirements for Regional Championships starting January 1, 2025.

After discussing a variety of qualifying score options, the BOD and Competitions chair agreed to the following verbiage:

**9.4 Qualification Requirements.** Only USAWE current members are eligible to compete in a championship show. A horse-rider combination must earn a combined average of 58% or higher in Dressage and EOH (L1-L7) and successfully complete the Speed trial (L2-L7) at **two** USAWE-licensed shows, **at least one of which has to be in the region in which the rider plans to compete. Riders may compete in more than one region.**

SARA BARNWELL, R5 DIRECTOR, made a motion; KIKI PANTAZE, R4 DIRECTOR, seconded

**Motion #1:** Approve requirements for Regional Championships starting January 1, 2025 (to be added to the Competitions Manual and Policies & Procedures), effective immediately.

→ **Motion passed by voice vote with 9 in favor, 0 opposed, 0 abstained, 0 recused, 3 absent.**

### COMPETITIONS – COMPETITIONS MANUAL – by Kim Hillyer, Chair

BOD discussed a motion tabled from 1.10.2024 BOD meeting due to discussion regarding language on housing judge with show management; BOD asked language be revised to ‘strongly recommended’. Revisions were sent 1.19.24 for e-Vote that failed due to verbiage regarding Competition Manual revisions; motion and now brought forth for live discussion.

Revisions discussed 1.10.2024 live BOD meeting and 1.19.24 via e-Vote

(pg. 8) Competitions Manual: **1.7 Conflict of Interest Considerations.** Be mindful of the conflict-of-interest restrictions in section 3.20 of the Rulebook. There are specific restrictions for show staff positions as well as for licensed officials. All USAWE licensed officials must sign a Code of Ethics that requires them to avoid conflicts of interest, either real or perceived, whenever possible. **To that end, it is strongly recommended that a judge not be housed at the residence of a competitor.**

(pg. 15) USA Rules for Working Equitation (v7): **3.2 Show Secretary** was updated 1/15/24 to **replace** "Copies of score sheets and results must be kept on file for a period of **12 months** for all shows." **with** " Copies of score sheets and results must be kept on file for a period of **1 month.**"; rules revision was posted to website on 1/15/24.

Revisions discussed 1.19.24 via e-Vote and 1.21.24 live BOD meeting

The Competitions committee needs a process in place to communicate to show managers and BOD when revisions are made to the Competition Manual.

R1 Director asked that *“if a critical change happens midcycle, an email will be pushed out to show managers and Board of Directors”* be added to Preface addressing revisions. R6 asked if verbiage and process should/could match US Rules for Working Equitation.

The Competitions and Rules chair explained the Competitions committee has authority to make clarifying and/or minor time sensitive revisions and revisions based on rule changes; BOD approval is required for any major change (i.e. new requirement such as Regional Championships, change in qualifying scores, requirement that affects insurance, etc.). President reminded BOD that if there is any discrepancy between Competitions Manual and USA Rules for Working Equitation, that the USA Rules for Working Equitation supersedes Competition Manual. R5 Director asked Competitions Manual show season revisions address content clarifications; not changing show ‘requirements’ mid-season. R1 Director asked that mid-competition changes be ‘rare’ and revisions communicated to BOD and show organizers.



## USAWE Board of Directors Meeting Minutes



After discussion, the BOD and Competitions chair agreed and approved the following revision:

### PREFACE

This document defines the requirements and guidelines for conducting USAWE licensed shows in the U.S., including championship shows. It is maintained on the USAWE website: [USAWE.org>Competitions>Competition Resources](https://www.usawe.org/Competitions/CompetitionResources). The document is revised annually in conjunction with the USAWE Rules for Working Equitation (Rulebook). The revision cycle may be more frequent depending on the time sensitivity of the changes required. Show management will be notified as updates are incorporated. Updates to this document will be effective upon release. In the event of a discrepancy between a printed version and the version residing on the website, the electronic version will take precedence.

Competition Manual revision (version 1.21.2024) include BOD approved revisions. Competitions committee will notify Show managers and revision will be posted to [usawe.org](https://www.usawe.org) > Competitions > Competition Resources.

AMIE PERRYMAN, SECRETARY, made a motion; SARA BARNWELL, R5 DIRECTOR, seconded

**Motion #2:** Approve the USAWE Competitions Manual (version 1-21-2024), effective January 1, 2024.

→ **Motion passed by voice vote with 9 in favor, # opposed, 0 abstained, 0 recused, 3 absent.**

-----

**NEXT BOD MEETING: Wednesday, February 21, 2024** - Submit Agenda Items using the online [Board Agenda Item Request Form](#) located on the [usawe.org](https://www.usawe.org) website > Corporate > Records page

**President Doreen Atkinson adjourned the meeting at 5:53 PM, Pacific Time.**

Minutes captured by Kris Blacklock, Clerical Assistant; submitted by USAWE Secretary Amie Perryman.