



## USAWE Board of Directors Meeting Minutes



**Meeting Date:** Wednesday, April 10, 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:** as needed held virtually via Zoom

**Agenda** sent 04.08.2024 and posted to USAWE.org > Corporate > Records > Meeting Minutes and filed in USAWE G-Drive > Board of Directors (BOD) > Board Meetings folder

**Minutes:** The regular BOD 03.13.2024 Minutes were e-approved 03.25.2024 and posted to the USAWE.org > Corporate > Records > Meeting Minutes and filed in USAWE G-Drive > Board of Directors (BOD) folder

**NEXT MEETING – Wednesday May 8, 2024.** Submit Agenda items using the online [Board Agenda Item Request Form](#) located on the usawe.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	
Secretary	Amie Perryman	P	
Treasurer	Leesa Nero	P	
At Large Director 1	Robin Bond	P	
At Large Director 2	Stephanie Hayes	P	
Regional Directors			
R1 Director	Sara Mackenzie	P	
R2 Director	Mary Young	P	
R3 Director	Chris Stanko	P	
R4 Director	Kiki Pantaze	P-after roll call	
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 = 10 | Quorum was established.

BOD Meeting Attendance Log was updated (located online usawe.org > Corporate > Records)

Non-voting USAWE Committee Chairs in attendance for all or part of the meeting						
Affiliate Organizations	Kristine Strasburger	A		Licensed Officials (co-chairs)	Christy Reich	P
	Excused				Doreen Atkinson	P
Awards	Lynn Maloney	P		Marketing and Promotion	Amie Perryman	P
Competitions	Kim Hillyer	P		Membership	Kate Steffes	P
Elections	Biddie Lowry	P		Professional Development	Sue Watkins	P
Ethics	Dan Dahlke	P		Rules	Jeanne Bond	P
Financial Oversight	Terri O'Neal	A		Website	Kristine Strasburger	Excused A
Horse Recording	Mindy Finelli	P		Youth Development	Kasey Riddle	P
International Competition	Kellee Campbell	P				
Task Force Leads in attendance for all or part of the meeting						
Bylaws Review	Jeanne Bond	P		Strategic Planning	Doreen Atkinson	P

Current # of Committee chairs/Task Force Leads = 18; 16 in attendance.

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

**USAWE Members who requested meeting attendance:** Sammi Korinek (R5 MN) , J. Derrick Richardson (R5 MI)

**USAWE Members invited by BOD as guests:** none

**USAWE Members in attendance for all or part of the meeting:** Tamla Nichols (R6 VA), Kris Blacklock (R5 WI), Leslie Martien (R3-CO)

**Call to Order:** President Doreen Atkinson called the meeting to order at 5:00 PM Pacific Time.

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# USAWE Board of Directors Meeting Minutes



**FINANCIAL REPORT:** Treasurer Leesa Nero provided financials and bank reconciliations.

The month of March 2024 has been reconciled. The Income in March primarily came from Membership Dues, new Youth Dues, AO Dues, and LO Fess and Insurance.

Cash Assets are as follows:

- U.S. Bank Checking #1..... \$ 3,772.06
- U.S. Bank Checking #2..... \$ 665.00
- U.S. Bank Savings Restricted Funds..... \$ 2,191.76 (1)
- U.S. Bank Money Market ..... \$ 178,637.11 (2)
- PayPal Bank..... \$ 3,868.10 (3)

Total Cash Funds as of Aoril 5, 2024           \$ 189,134.03

Previous Months Cash Funds Reported:

March 8, 2024, =	\$186,735.01
February 16,2024, =	\$180,516.24
January 8, 2024, =	\$184,580.88
December 26, 2023, =	\$168,350.10

2023 8879-TE and 990-EZ were completed by CPA Taylor and Roth on April 1, 2024 and sent to President Doreen Atkinson for signature so both forms could be filed electronically. Leesa to file signed forms in Corporate Records G-Drive and notify the Financial Oversight Committee.

*MOTION BY Robin Bond At Large Dir 1, SECOND BY Sara Barnwell, R5 Dir*

**Motion #1:** Adopt the proposed ‘Yellow Card Program’ as a USAWE policy and disciplinary action to address issues that may happen at USAWE licensed shows.

**13 in favor, 0 opposed, 0 abstained, 0 recused, 0 absent.**

**COMMITTEE FINANCIAL OVERSIGHT – APPOINTMENT – Amie Perryman, Secretary**

**Rationale:** Correct misspelled name for 3.13.24 FOC appointment **Tamla Nichols** (R6-VA)

*MOTION BY Sara Barnwell, R5 Dir SECOND BY Kiki Pantaze, R4 Dir*

**Motion #2:** Amend the 3.13.24 BOD motion to reflect the correct misspelled appointee name. Revise motion *“Appoint **Tamal Nicols** (R6-VA) as a member of the Financial Oversight committee, effective immediately.”* to read *“Appoint **Tamla Nichols** (R6-VA) as a member of the Financial Oversight committee, effective immediately.”*

**13 in favor, 0 opposed, 0 abstained, 0 recused, 0 absent.**

**NEW BUSINESS:**

Discussed committee request brought forward by Sue Watkins, Professional Instructors Committee Chair to develop a framework for better organizing corporate Gmail and Drive folders. Secretary and Clerical Assistants, Kris Blacklock and Kristine Strausberger will work to put a system together and help implement.

Marketing and Promotions Chair, Amie Perryman updated board on the status of the USAWE online shop, it is on track, profitable/break even as expected. More detailed updates to come in the next month’s financial oversight quarterly assessment.

**YOUTH DEVELOPMENT - YOUTH EDUCATIONAL PROGRAM GRANTS – Kasey Riddle, Chair**

**Rationale:** See the BOD Business PDF ‘Youth Education Grant Program’ (emailed (1) attachment & filed in BOD G-Drive).

Provisionally approved [2.16 Youth Development](#) policies and procedures are located in the corporate G-Drive folder > [Policies and Procedures](#) and the \$5,000 youth educational program grant allocation was included and BOD approved 3.13.24 within the 2024 budget. This topic was discussed in July 2023, but held until 2024 for implementation due to organizational budget issues.

2024 Youth Budget



## USAWE Board of Directors Meeting Minutes



*MOTION BY Amie Perryman, Secretary SECOND BY Chris Stanko, R3 Dir*

**Motion 3:** Approve USAWE Youth Educational Grant Program as defined in the USAWE Youth Development Policies & Procedures 2.16.12.

**13 in favor, 0 opposed, 0 abstained, 0 recused, 0 absent.**

### **CORPORATE BUSINESS**

**LICENSED OFFICIAL INSURANCE POLICY RENEWALS** – *Amie Perryman, Secretary* Equisure - Professional Liability Policy #B123062096C23TUSAWOT1 - effective 05/01/24 to 05/01/25  
Philadelphia - Professional Accidental Death Policy PHPA135028 - effective 05/01/24 to 05/01/25

**Rationale:** Annual renewal of both Licensed Officials insurance policies.

**LO Liability Insurance** - Equisure Professional Liability policy #B123062096C23T USAWOT1

*MOTION BY ,Mary Young, Reg 2 Dir SECOND BY Kiki Pantaze, Reg 4 Dir*

**Motion 4a:** Authorize USAWE President to bind an annual insurance policy for USAWE Licensed Officials (Judges and Technical Delegates) USAWE accredited Judges and Technical Delegates for at least \$1 million incident insurance coverage per occurrence and \$2 million aggregate.

**13 in favor, 0 opposed, 0 abstained, 0 recused, 0 absent.**

**LO Accidental Insurance** - Philadelphia GROUP POLICY NUMBER: PHPA135028

*MOTION BY Chris Stanko, Reg 3 Dir, SECOND BY Amie Perryman, Secretary*

**Motion 4b:** Authorize USAWE President to bind an annual accidental insurance policy for USAWE Licensed Officials (Judges and Technical Delegates) for at least \$25,000 accidental death and dismemberment and \$500,000 aggregate.

**13 in favor, 0 opposed, 0 abstained, 0 recused, 0 absent.**

Other discussion topic by Doreen Atkinson, President, regarding how to handle complaints made to the board. Ethics Committee Chair, Dan Dahlke was consulted and was agreeable to make himself available for helping in listening to complaints that may or may not rise to the level of filing a formal ethics complaint in an effort to help the board retain impartiality.

### **ANNOUNCEMENTS - All**

#### **ITEMS TO CONSIDER FOR NEXT MEETING – All**

**Financial Oversight Committee Policy & Procedures** – needs to be reviewed/approved by BOD. This is the last committee to have a P&P review

**NEXT MEETING** – 5pm PST Wednesday May 8, 2024; submit Agenda items using the online [Board Agenda Item Request Form](#)

**President Doreen Atkinson adjourned the meeting at 06:24 PM, Pacific Time.**

Minutes captured by Secretary, Amie Perryman