



## USAWE Board of Directors (BOD) Meeting Minutes



**Meeting Date:** Wednesday, Dec 11, 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 Monday, Dec 09, 2024 at 5:00 PM PST and posted to USAWE.org > Corporate > Records > Meeting Minutes > Elected Board Minutes and filed in USAWE G-Drive > Board of Directors (BOD) > Board Meetings folder by Secretary Amie Perryman

**Minutes:** 12.11.2024 Minutes were e-approved 12.17.2024 at 12:14 PM EST by the BOD and posted to the USAWE.org > Corporate > Records > Meeting Minutes > Elected Board Minutes and filed in USAWE G-Drive > Board of Directors

**NEXT BOD MEETING** – Jan 8, virtually via Zoom. Submit Agenda items using the online [Board Agenda Item Request Form](#) located on the [usawe.org](#) website > Corporate > Records page.

Board of Directors		Attendance at Roll Call	
Executive Committee		Present	Absent
President	Tracey Erway	P	
President Elect	Robin Bond	P	
Secretary	Amie Perryman	P	
Treasurer	Leesa Nero	P	
At Large Director 1	Amy Star	P 5:08 PM	
At Large Director 2	Holly Linz	P	
Regional Directors			
R1 Director	Sara Mackenzie	P	
R2 Director	Gynna Hoekstra	P	
R3 Director	tbd		
R4 Director	Kiki Pantaze	P	
R5 Director	Sara Barnwell	P	
R6 Director	Cera Olson	P	
R7 Director	Pat Melton	P	
Non-Voting Assistant			
Clerical/Treasurer Assistant	Kathy Orr		
Clerical/Treasurer Assistant	Kristine Strasburger		

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

# BOD members in attendance at roll call = 11 | Quorum was established | BOD Meeting Attendance Log was updated.

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

Non-Voting USAWE Committee Chairs in attendance for all or part of the meeting						
Affiliate Organizations	<i>Stephanie Dobbis</i>	P		Licensed Officials (co-chairs)	Christy Reich	P
Awards	Lynn Malone	P			Doreen Atkinson	A
Competitions	Kim Hillyer	P		Marketing and Promotion	Amie Perryman	P
Elections	TBA			Membership	Kate Steffes	A
Ethics	Dan Dahlke	P		Professional Development	Sue Watkins Seth Marshall	A
Financial Oversight	Tamla Nichols	A		Rules	Jeanne Bond	P
Horse Recording	Mindy Finelli	A		Website	Amie Perryman	P
International Competition	Barbara Price	P		Youth Development	Kasey Riddle	P
Task Force Leads in attendance for all or part of the meeting						
Bylaw Review	After P&P reviews			Strategic Planning		
Championship Show Structure	Chris Stanko	A		Volunteer Coordinator	Emily Osbourne	P

Current # of Committee Chairs/Task Force Leads = 19; 11 in attendance.

**USAWE Members who requested meeting attendance:** Stephanie Hayes, (R6 VT) Stacie Boswell, R1, Audrey Rapp, R6



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USAWE Members in attendance for all or part of the meeting: Stephanie Hayes, R6 VT, Audrey Rapp, R6 MD, Stacey Boswell, R1

Call to Order: President Tracey Erway called the meeting to order at 5:00 PM Pacific time.

TOPIC – Accept minutes from previous BOD meeting.

Tracey Erway, President made a motion; Amie Perryman, Secretary seconded

**Motion 1:** Approve the minutes of the 11/13/2024 USAWE board meeting and minutes from 11/25/24 and 11/27/24 e-votes effective immediately

→ Motion passed by voice vote with 10 in favor, 0 opposed, 1 abstained, (Glynn Hoekstra R2 Dir), 0 recused, 1 absent (Amy Star, At Large Director 1).

Amy Star, at Large Director 1 entered the meeting at 5:08 PM PST

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**FINANCIAL REPORT:** Treasurer Leesa Nero provided USAWE financials and bank reconciliations through Nov 2024.

The month of November 2024 has been reconciled.

Cash Assets as of November 30,2024 are as follows:

- U.S. Bank Checking #1..... \$ 9,498.68 (1)
- U.S. Bank Checking #2..... \$ 0.00 (4)
- U.S. Bank Money Market ..... \$ 20,245.97 (2)
- Chase Bank Checking..... \$ 1,116.26
- Chase Youth Restricted Funds Savings.... \$ 2,192.16
- Chase Bank CD #1 Capital Reserves..... \$ 101,176.32 (5) Matures 02.13.25 Interest + \$ 261.10
- Chase Bank CD #2 Emergency Reserves... \$ 50,268.10 (5) Matures 01.10.25 Interest + \$ 64.36
- PayPal Bank..... \$ 1,000.47 (3)

Total Cash Funds as of November 30, 2024 \$ 185,497.96

Previous Months Cash Funds Reported:

- June 6,2024 = \$191,742.30
- May 5,2024 = \$188,742.23 November 30, 2024 = \$185,497.96
- April 5,2024 = \$189,134.03 October 31,2024 = \$193,847.00
- March 8,2024 = \$186,735.01 September 30,2024 = \$216,106.35
- February 16,2024 = \$180,516.24 August 31,2024 = \$222,576.79
- January 8,2024 = \$184,580.88 August 18,2024 = \$217,872.39
- December 26,2023 = \$168,350.10 July 11,2024 = \$215,692.59

NOTE = Due to submitting these reports in time for each BOD Meeting Agenda these reports, as well as the cash on hand, are based on the latest monthly reconciled bank statement.

- (1) Waiting for 1 last check to clear, then the remaining funds will be deposited into Chase checking, and then moved into a 2nd Chase Savings account, and this account will be closed.
- (2) These funds have been transferred to Chase (in December) and will show up after December 2024 reconciling. U.S. Bank Money Market will be closed along with the two checking accounts at the same time.
- (3) This is the current balance in PayPal as of November 30, 2024.
- (4) This account will close in December 2024 along with U.S. bank Checking #1 and the Money Market account.
- (5) Chase CDs are earning interest on the matured CD totals. They do not create monthly bank statements for reconciliation for these accounts. The interest earned to date will not show in QuickBooks, or the above cash on hand amounts, until after the maturity date noted to the side.



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Reports submitted for the December 2024 BOD Meeting to review are as follows:

- January – November 2024 Profit and Loss
- January - November 2024 Profit and Loss by Class
- November 2024 Budget vs. Actual
- Advertising & Marketing (A&M) January – November 2024 Budget vs. Actual
- Corporation Admin January – November 2024 Budget vs. Actual
- International Committee (IC) Training Camps January 2024 – November 2024 Budget vs. Actual
- Licensed Officials Committee (LOC) January – November 2024 Budget vs. Actual
- Professional Development Committee (PD) January – November 2024 Budget vs. Actual
- Youth Development Committee January – November 2024 Budget vs. Actual

Respectfully submitted,  
Leesa Nero, Treasurer

*Robin Bond, President Elect, left the meeting at 5:30 PM PST*

**UNFINISHED BUSINESS**

**CONSENT AGENDA:**

**Included Motion A: To accept Financial Report into the minutes.**

**Included Motion B: Membership committee to propose the feasibility and structure of a potential new, free membership type which would allow us a mechanism to inform partners of our actions as an organization.**

**MOTIONS C, D, E AND F MOVED TO REGULAR AGENDA ITEMS**

**Included Motion G: Approve the creation of a special meeting of the BOD to review the Bylaws**

**Included Motion H: Approve the 2025 elections results provided by Simply Voting 11/16/2024.**

Approve the 2025 Elections

President-Elect: Robin Bond

Secretary: Amie Perryman

At Large Director 2: Holly Linz

R2 Director: Glynna Hoekstra

R6 Director: Cera Olsen

**TOPIC** – Consent agenda motion – *requested by Tracey Erway, President*

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

**Motion 2:** Accept and approve Included motions A, B, G AND H effective immediately

→ **Motion passed by voice vote with 10 in favor, 0 opposed, 0 abstained, 0 recused, 1 absent (Robin Bond, President Elect)**

**TOPIC** – International committee appointments – *requested by Barbara Price, International Committee Chair*

AMY STAR, AT LARGE DIRECTOR 1 made a motion; PAT MELTON, R7 DIRECTOR, seconded



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**Motion 3:** Appoint 3 of the following to serve as members of the IC, effective immediately: Sara MacKenzie, Dawn Metzger, Laura Kobrin

→ **Motion passed by voice vote with 9 in favor, 0 opposed, 0 abstained, 1 recused (Sara MacKenzie R1), 1 absent (Robin Bond, President Elect)**

*Leesa Nero, Treasurer left the meeting at 6:04 and re-entered the meeting at 6:12 PM PST*

**TOPIC** – Licensed Officials Committee changes in LO Program – *requested by Sara Barnwell, R5 Director*

SARA MACKENZIE, R1 DIRECTOR made a motion; AMY STAR, AT LARGE DIRECTOR 1 seconded

**Motion 4:** Approve the 1 December 2024 version of the Licensed Officials Program that incorporates the new judge advancement assessment criteria and selection process., effective immediately

→ **Motion passed by voice vote with 11 in favor, 0 opposed, 0 abstained, 0 recused, 1 absent (Robin Bond, President Elect).**

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**TOPIC** – Approve two reimbursement requests from International Committee – *requested by Amie Perryman, Secretary*

GLENNA HOEKSTRA, R2 DRIECTOR made a motion; SARA MACKENZIE, R1 DIRECTOR, seconded

**Motion 5:** Approve the two reimbursement requests from the International Committee for expenses incurred at the Train to Win 2 event in July, 2024 totaling \$1561.85 and \$4483.04 as submitted by committee chair., effective immediately

→ **Motion passed by voice vote with 11 in favor, 0 opposed, 0 abstained, 0 recused, 1 absent (Robin Bond, President Elect).**

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*Kiki Pantaze left the meeting at 7:40 PM PST*

**TOPIC** – Membership Survey to be published – *requested by Sara Barnwell, R5 Director*

LEESA NERO, TREASURER made a motion; SARA MACKENZIE, R1 DIRECTOR seconded

**Motion 6:** Approve finalized membership survey report for release to membership via website., effective immediately

→ **Motion passed by voice vote with 10 in favor, 0 opposed, 0 abstained, 0 recused, 2 absent (Robin Bond, President Elect, Kiki Pantaze, R4 Director).**

**TOPIC** – 2025 Region 2 Championship proposal review and approval – *requested by Amy Star, At Large Director 1*

AMY STAR, AT LARGE DIRECTOR 1 made a motion; SARA MACKENZIE, R1 DIRECTOR seconded



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**Motion 7:** Approve the Region 2 Regional Championship show bid proposal for October 10 - 12, 2025 at the California Ranch Company in Temecula, CA., effective immediately

→ **Motion passed by voice vote with 9 in favor, 0 opposed, 0 abstained, 1 recused (Glynnna Hoekstra, R2), 2 absent (Robin Bond, President Elect and Kiki Pantaze, R4 Director).**

*Kiki Pantaze, R4 Director returned to the meeting at 6:52PM PST*

**2025 TOPIC** – Region 6 & 7 Combined Regional Championships proposal approval – *requested by AMY STAR, AT LARGE DIRECTOR 1*

GLYNNA HOEKSTRA, R2 DIRECTOR made a motion; SARA MACKENZIE, R1 DIRECTOR seconded

**Motion 8:** Approve the Region 6 and & 7 Multi-Regional Championship show bid proposal for October 16 - 19, 2025 at the Meadow Event Center in Doswell, VA., effective immediately

Director	Vote	Director	Vote
R1 Director – Sara Mackenzie	A	At Large Director 1 – Amy Star	A
R2 Director – Glynnna Hoekstra	A	At Large Director 2 – Holly Linz	Recuse
R3 Director – TBA		Treasurer – Leesa Nero	A
R4 Director – Kiki Pantaze	A	Secretary – Amie Perryman	A
R5 Director – Sara Barnwell	A	President Elect – Robin Bond	No vote
R6 Director – Cera Olson	Recuse	President – Tracey Erway	A
R7 Director – Pat Melton	Recuse		

→ **Motion passed by roll call vote with 8 in favor, 0 opposed, 0 abstained, 3 recused, 2 absent.**

*Holly Linz, At Large Director 2 left the meeting at 7:10PM PST*

**TOPIC** - Rules Committee Chair appointment – *requested by Tracey Erway, President*

SARA BARNWELL, R5 DIRECTOR made a motion; PAT MELTON, R7 DIRECTOR, seconded

**Motion 9:** Appoint Amy Star as Rules Committee Chair effectively immediately.

→ **Motion passed by voice vote with 9 in favor, 0 opposed, 0 abstained, 1 recused, (Amy Star, At Large Director 1), 2 absent Robin Bond President Elect & Holly Linz, At Large Director 2)**

**TOPIC** - 2025 Budget, approval a partial budget for January 2025 – *requested by , AMIE PERRYMAN, SECRETARY*

SARA MACKENZIE, R1 DIRECTOR made a motion LEESA NERO, TREASURER seconded

**Motion 10:** To approve the January preliminary budget as submitted by the Treasurer, effective immediately

→ **Motion passed by voice vote with 9 in favor, 0 opposed, #0 abstained, 0 recused, 2 absent (Robin Bond, President Elect and Holly Linz, At Large Director 2).**

**President Tracey Erway adjourned the meeting at 7:20 PM, Pacific Time.**

Minutes submitted by USAWE Secretary **Amie Perryman**