

# USIHC – Board Of Directors 12/06/11 MEETING MINUTES

## **Board Members:**

**Present:** Anne Elwell, Kari Pietsch-Wangard, Cindy Wescott, Ásta Covert, Doug Smith  
Katrin Sheehan, Sam Castleman, Sara Lyter, Kathy Lockerbie (9:12)

**Excused:** None

**Observers:** Juli Cole, Knutur Berndsen

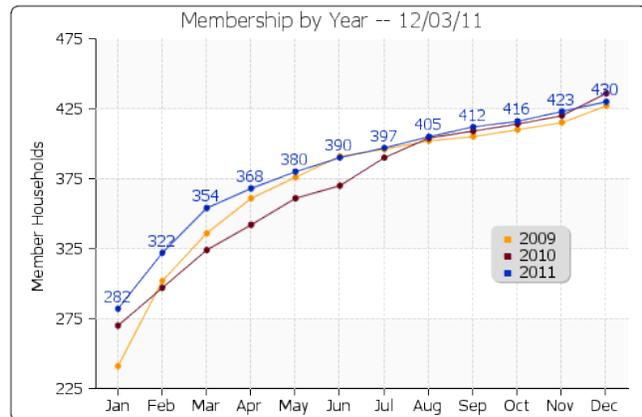
**Meeting Called to Order at 9:05 PM (Eastern) by Anne Elwell.**

## **Secretary’s Report (Doug Smith)**

The final 2011 issue of the *Quarterly* was published to the website and emailed to the FEIF associations.

Pamela Nolf, Election Committee Chair, reports 177 ballot envelopes have been returned – 43% return rate. Ballots will be counted on December 10th.

The membership expiration dates have been updated for all active members to be the later of January 1, 2012 and the one-year anniversary of the member's last payment. Approximately 1/3 of the PayPal membership payments received since the “subscription” option was added to the menu of payment choices have been subscriptions.



## **Treasurer’s Report (Kari Pietsch-Wangard)**

The monthly financial statements now include a detailed breakdown of the cash owned by the Congress. The key figures from the breakdown are:

Combined bank account balances as of 11/30/11: \$143,679.49

Unrestricted funds as of 11/30/11: \$126,342.40

Net increase (decrease) since 09/30/11: (1,221.59)

*See attached financial statements.*

## **Standing Committee Reports**

### **Breeding (Katrin Sheehan)**

The breeding committee has discussed and approved the attached document to be added to the registry's documents on the USIHC webpage. Currently both buyer and seller of a horse have to sign the back of the “certificate of registration” when a horse is sold. If buyer and seller don’t meet in person, this document has to be sent to both parties and neither seller nor buyer have a guarantee of the document being correctly filled out AND being sent to the registry office for an owners transfer. Usually this certificate is in the hands of the seller. With the newly created online form, both parties have the possibility of signing separate papers for the same horse and send them to the registry office separately. Hopefully this additional tool will help to get more horses registered with less effort.

Motion [Anne Elwell]: The Board adopt the new “Ownership Transfer” form as presented by the Breeding Committee. Unanimously approved.

**Competition (Will Covert, Ásta Covert liaison)**

No report received.

**Constitutional Review (Kari Pietsch-Wangard)**

No report received.

**Education (Sara Lyter)**

The committee reports a successful Trainer Level 1 & 2 Seminar at Creekside Farm. All five participants passed: three at Level 1 and two at Level 2.

**Pleasure Riding (Ellen Wilson, Kathy Lockerbie liaison)**

No report received.

**Promotion (Anne Elwell)**

No report received.

**Quarterly (Judy Strehler, Anne Elwell liaison)**

No report received.

**Rescue Committee (Sara Lyter)**

No report received.

**Regional Clubs (Martina Gates, Katrin Sheehan liaison)**

No report received.

**Web (Doug Smith)**

The changes to website to support “anniversary” membership expiration and the PayPal Subscription payment option were completed. The timing of the changes was coordinated with the announcement in the December *Quarterly*. There is still a small amount of work to be done to begin the process of emailing renewal reminders. Current plans call for each member to receive one email two weeks before their membership expires and a second email two weeks after the expiration (assuming it hasn't been renewed in the intervening four weeks).

Doug attended the FEIF IceTest Software Conference in Düsseldorf, Germany. Plans for the next generation of the now 10-year-old software were discussed. A steering committee has been formed to find a way to develop a new version of IceTest that will run on a wider variety of computers. The commitment to producing the software at no cost to FEIF or the enduser remains a key requirement. It is unclear what will actually happen next.

**Youth (Sam Castleman)**

See attached.

Motion [Sam Castleman]: The Board designate any unused rider application fee funds to the Youth Fund. Unanimously approved.
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**Old Business**

- Annual Meeting Constitutional Changes. [Anne Elwell]  
Anne and Kari have completed a set of Board recommended revisions to be presented at the next General Members Meeting.

- Policy for Sanctioning and Funding of Educational Seminars [ Sara Lyter ]  
Reset for the January meeting.
- Board Email Voting Deadlines [Anne Elwell]  
As issues brought to a vote on the Board email list are of a time-sensitive nature there should be a policy in place which assures timely action.

Motion [Anne Elwell]: The Board adopt the following as Policy: Whoever proposes an email vote to the Board must set a deadline for the vote. The deadline must be at least 48 hours past the call for a vote. Any Board member who has not voted by the specified deadline shall be deemed to have abstained. Unanimously approved.

### **New Business**

- Annual Meeting / Awards Dinner [Doug Smith]  
The competition, breeding, and PRP awards will be announced on the website by (approximately) the first of February. Anne and Kathy will consult the Quarterly and PRP Committees to see if it will be possible to hold space in the March issue of the *Quarterly* for the announcements and if the PRP results can be ready close enough to the *Quarterly* submission deadline.
- Disposition of USIHC funds in the event the organization ever ceases to exist. [Anne Elwell]  
Anne to consult with our attorney to see what language is appropriate to be added to either the Constitution or Policies to designate the handling of any remaining funds in the event the Congress dissolves.

**Next Meeting January 17, 2012 9:00PM (Eastern)**

**Meeting Adjourned 10:03PM (Eastern) by Anne Elwell.**

## **Youth Committee Report:**

The Youth Committee met via e-mail in November.

### **Youth Cup Application Improvements:**

In the future, the Youth Cup Information Sheet will be updated to highlight the fact that reference letters must be signed.

### **Youth Cup Try-out Video Location:**

The Youth Committee was asked to clarify acceptable locations for Youth Cup try-out videos. Working together with Doug Smith and Will Covert we learned that a track is not strictly necessary when filming a try-out video. The concern is the space be appropriate for the tests ridden (size, footing, etc) and that the judge can see the entire horse and rider the entire time. Doug suggested a quick video be shot of the space and sent to Will for approval. A video was shot and approved by Will.

In the future, the Youth Cup Information sheet will be updated to let riders know that filming in approved arenas is acceptable since tracks are not always available.

### **Judge Update:**

Thorgeir Gudlaugsson has agreed to judge the tryout videos for the Youth Cup. His daily rate is \$150, and we will guarantee a half-day's pay and then pay hourly for any additional time.

### **Riders Applications:**

Five riders turned in applications. We will collect \$330.00 for judging and incidentals. The committee recommends any extra money should be donated to the Youth Fund.

### **Country Leader Applications:**

One Country Leader application was turned in.

### **Team Leader Applications:**

Two Team Leader applications were turned in.

### **Next Meeting:**

The Youth Committee will meet in December or early January.

# UNITED STATES ICELANDIC HORSE CONGRESS

P.O. Box 1724, Santa Ynez, California 93460 (805) 688-1393 registry@icelandics.org

UNITED STATES ICELANDIC



## OWNERSHIP TRANSFER - TO BE FILLED OUT BY BUYER AND RETURNED TO SELLER

This form serves as a transfer of ownership **ONLY** if the signature of the buyer **IS NOT** on the original Certificate of Registration. In that case this form needs to be signed and returned to the seller. The seller must send in the original Certificate of Registration, signed by the seller, together with this ownership transfer to complete the transfer. The new Certificate of Registration will be sent to the first named new owner.

HORSE TO BE TRANSFERRED	First Name ( <i>Icelandic</i> )	Last Name ( <i>Farm Name</i> )	
	<input type="text"/>	from	<input type="text"/>
	FEIF ID	USIHC ID	DATE OF SALE
	<input type="text"/>	<input type="text"/>	<input type="text"/>

BUYER OF HORSE TO BE TRANSFERRED	Buyer	Percentage	Buyer FEIF ID Number
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Address ( <i>of new owner to whom the new certificate of registration will be sent</i> )		USIHC Member
	<input type="text"/>		<input type="checkbox"/> Yes <input type="checkbox"/> No
	Telephone	Fax	Email
	<input type="text"/>	<input type="text"/>	<input type="text"/>
<i>I hereby certify that all information on this transfer is correct to the best of my knowledge.</i>		Date	<b>SIGNATURE OF BUYER</b>
		<input type="text"/>	<input type="text"/>

In the event there is more than one new owner, please provide information, including percentage of ownership below. The first named new owner (*above*) will be the designated "recorded owner", responsible for fulfilling all obligations of a recorded owner set forth in the USIHC registry rules.

MULTIPLE BUYERS FILL IN THIS BOX	Buyer 2	Percentage	FEIF ID Number
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Address - Buyer 2		<b>SIGNATURE OF BUYER 2</b>
	<input type="text"/>		<input type="text"/>
	Buyer 3	Percentage	FEIF ID Number
	<input type="text"/>	<input type="text"/>	<input type="text"/>
Address - Buyer 3		<b>SIGNATURE OF BUYER 3</b>	
<input type="text"/>		<input type="text"/>	

### Actual Cash Owned by USIHC

<u>9/30/11</u>		<u>11/30/11</u>
\$ 28,153.31	Checking	\$ 26,909.18
\$ 106,149.62	Money Market	\$ 106,172.16
\$ 10,598.15	CDs	\$ 10,598.15
\$ 144,901.08	subtotal	\$ 143,679.49
\$ (4,803.55)	Youth Fund	\$ (4,803.55)
\$ (10,000.00)	Int. Judges Fund	\$ (10,000.00)
\$ (2,533.54)	World Champ. Team Fund	\$ (2,533.54)
\$ 127,563.99	USIHC Owned Funds	\$ 126,342.40

Net Decrease from previous month  
**\$1,221.59**

**United States Icelandic Horse Congress I...**  
**Balance Sheet Standard**  
 As of November 30, 2011

	Nov 30, '11
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Associated Checking acct.	26,909.18
Associated Money Market Acct.	106,172.16
<b>Total Checking/Savings</b>	133,081.34
<b>Other Current Assets</b>	
<b>CDs for Judge Scholarship Fund</b>	
CD-#2201262884	1,003.51
CD-#2201262991	2,013.03
CD-#2201263072	7,581.61
<b>Total CDs for Judge Scholarship ...</b>	10,598.15
<b>Total Other Current Assets</b>	10,598.15
<b>Total Current Assets</b>	143,679.49
<b>TOTAL ASSETS</b>	<b>143,679.49</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
Unexpended Judge Schlshp. Fund	10,000.00
Unexpended World Champshp F...	2,533.54
Unexpended Youth Funds	4,803.55
<b>Total Other Current Liabilities</b>	17,337.09
<b>Total Current Liabilities</b>	17,337.09
<b>Total Liabilities</b>	17,337.09
<b>Equity</b>	
Opening Bal Equity	96,926.56
Retained Earnings	22,959.58
Net Income	6,456.26
<b>Total Equity</b>	126,342.40
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>143,679.49</b>

**United States Icelandic Horse Congress Inc.**  
**Income & Expense Report**  
 January through November 2011  
 Page 1

<u>Income</u>		<u>Expense</u>	
<b>Competition Inc.</b>		<b>Competition Comm. Expense</b>	
FEIF World Rankng Comp Fee Inc.	802.70	FEIF World Ranking Comp. fee	252.69
<b>Total Competition Inc.</b>	<u>802.70</u>	National Ranking Award Expense	<u>645.82</u>
		<b>Total Competition Comm. Expense</b>	<u>898.51</u>
		<b>Education Comm. Exp.</b>	15.50
<b>Education Seminar Inc.</b>		<b>Education Seminar exp.</b>	
2011 KY CC Seminar Inc.	3,252.50	2011 KY Seminar - April	<u>3,230.40</u>
<b>Total Education Seminar Inc.</b>	<u>3,252.50</u>	<b>Total Education Seminar exp.</b>	<u>3,230.40</u>
		<b>Breeding Committee Exp.</b>	664.90
<b>Evaluation-FEIF fees</b>	270.00	<b>FEIF Evaluation fees</b>	313.40
<b>Interest Income</b>	388.69	<b>Elwell Breeding Award</b>	50.21
<b>Membership Related Income</b>		<b>Membership Related Expenses</b>	
2011 A/M Dinner Inc.	950.00	<b>Annual Meeting Exp.</b>	
<b>Farm Listing</b>		2011 Annual Meeting	
2011 Farm listing	2,054.91	2011 Annual Meeting Dinner exp.	2,826.66
2012 Farm Listing	<u>323.93</u>	2011 Annual Meeting exp.	205.26
<b>Total Farm Listing</b>	<u>2,378.84</u>	2011 Annual Meeting Printing ex	<u>83.06</u>
		<b>Total 2011 Annual Meeting</b>	<u>3,114.98</u>
		<b>Total Annual Meeting Exp.</b>	<u>3,114.98</u>
<b>FEIF Conf. Reimbsmt.</b>	2,058.68	<b>FEIF related expenses</b>	
<b>Membership Dues</b>		FEIF Conf. exp.	2,058.68
2011 Membership Dues		FEIF Mbshp fees	<u>1,348.10</u>
2011 Family Membership	4,424.29	<b>Total FEIF related expenses</b>	<u>3,406.78</u>
2011 Individual Membership	9,313.30		
2011 Youth memberships	<u>103.68</u>	<b>Administration</b>	
<b>Total 2011 Membership Dues</b>	<u>13,841.27</u>	Mbshp. Postage	190.41
2012 membership dues		Office Exp.	44.84
2012 Family Membership	190.62	Tax. Prep. Services	<u>500.00</u>
2012 Individual Mbshp	<u>350.34</u>	<b>Total Administration</b>	<u>735.25</u>
<b>Total 2012 membership dues</b>	<u>540.96</u>	<b>Election exp.</b>	516.52
<b>Total Membership Dues</b>	<u>14,382.23</u>	<b>Insurance</b>	715.00
<b>Quarterly Inc.</b>		<b>Quarterly Expenses</b>	
Quarterly Adv. Inc.	3,523.14	Graphics	3,000.00
Quarterly back issue sales	80.33	postage for Quarterly	1,491.01
Quarterly Inc. - Other	<u>133.68</u>	Quarterly Printing	<u>4,142.23</u>
<b>Total Quarterly Inc.</b>	<u>3,737.15</u>	<b>Total Quarterly Expenses</b>	<u>8,633.24</u>

**United States Icelandic Horse Congress Inc.**  
**Income & Expense Report**  
**January through November 2011**  
**Page 2**

<b>Website Inc.</b>			
Website Ad Inc.	838.22	Website	193.40
Total Website Inc.	<u>838.22</u>	Service fees	
Total Membership Related Income	24,345.12	Bank Fees	
		Wire fees	23.31
		Bank Fees - Other	<u>-75.00</u>
		Total Bank Fees	<u>-51.69</u>
		Total Service fees	<u>-51.69</u>
		Toll Free line	129.50
<b>Pleasure Rider Program Inc.</b>			
<b>2011 PRP Program Inc.</b>			
2011 PRP Adult fee	660.21	WorldFengur Exp.	<u>648.71</u>
2011 PRP Jr mbshp fee	59.54	Total Membership Related Expenses	18,041.69
2011 PRP Program Inc. - Other	<u>30.00</u>		
Total 2011 PRP Program Inc.	749.75	Pleasure Rider Program Exp.	
<b>2012 PRP program Inc.</b>		2010 PRP Award expense	727.20
2012 PRP Adult fee	14.26	PRP multi year award exp.	<u>742.28</u>
2012 PRP Youth fee	<u>12.00</u>	Total Pleasure Rider Program Exp.	1,469.48
Total 2012 PRP program Inc.	<u>26.26</u>		
Total Pleasure Rider Program Inc.	776.01	Promotional Exp.	
		Display booth shipping	335.87
		Equine Affair Exp.	1,664.54
		Other Promotional expenses	537.81
		Promotion Material Printing exp	319.60
		Promotional Advertising	1,145.00
		RC Co-op promo exp.	<u>200.00</u>
		Total Promotional Exp.	4,202.82
<b>Registry Income</b>			
Duplicate Registration fees	639.80	Registry Acct. Expense	
Late Stallion Report fees	2,687.50	Clerical for registry	4,026.00
Registration fees	6,635.74	Printing & reproduction-Regist.	370.12
Transfer fees	<u>2,608.03</u>	Reg. Office supplies	7.53
Total Registry Income	12,571.07	Reg. WorldFengur Sbscrptn exp.	128.29
		Registry Postage	<u>377.50</u>
USIHC Non-Member fees	761.82	Total Registry Acct. Expense	4,909.44
USIHC Non-registration fees	769.47		
		WC Team Tryout Expenses	
<b>WC Team Tryout Inc.</b>		WC 2011 Tryout exp.	<u>3,535.65</u>
WC 2011 Team Tryout Inc.	3,535.65	Total WC Team Tryout Expenses	3,535.65
WC Team Tryout Inc. - Other	<u>0.00</u>	World Championship Expenses	
Total WC Team Tryout Inc.	3,535.65	WC 2011 Austria Expenses	<u>3,608.02</u>
		Total World Championship Expenses	3,608.02
		Youth Exp.	
		Spaejari Award	<u>76.75</u>
		Total Youth Exp.	<u>76.75</u>
Total Income	<u>47,473.03</u>	Total Expense	<u>41,016.77</u>

**Net Income (Loss): 6,456.26**

**United States Icelandic Horse Congress Inc.**  
**Income & Expense Report**  
**October through November 2011**

Income		Expense	
Interest Income	22.54		
<b>Membership Related Income</b>			
<b>Farm Listing</b>		<b>Membership Related Expenses</b>	
2012 Farm Listing	323.93	Election exp.	359.24
<b>Total Farm Listing</b>	323.93		
<b>Membership Dues</b>		<b>Quarterly Expenses</b>	
2012 membership dues		postage for Quarterly	483.55
2012 Family Membership	190.62	Quarterly Printing	1,246.91
2012 Individual Mbshp	350.34	<b>Total Quarterly Expenses</b>	1,730.46
<b>Total 2012 membership dues</b>	540.96	Toll Free line	25.90
<b>Total Membership Dues</b>	540.96	<b>Total Membership Related Expenses</b>	2,115.60
<b>Quarterly Inc.</b>	133.68		
<b>Total Membership Related Income</b>	998.57		
		<b>Promotional Exp.</b>	
<b>Pleasure Rider Program Inc.</b>		Promotion Material Printing exp	319.60
2012 PRP program Inc.		Promotional Advertising	845.00
2012 PRP Adult fee	14.26	<b>Total Promotional Exp.</b>	1,164.60
2012 PRP Youth fee	12.00		
<b>Total 2012 PRP program Inc.</b>	26.26		
<b>Total Pleasure Rider Program Inc.</b>	26.26		
		<b>Registry Acct. Expense</b>	
<b>Registry Income</b>		Clerical for registry	678.00
Late Stallion Report fees	300.00	Printing & reproduction-Regist.	123.91
Registration fees	548.25	Registry Postage	121.84
Transfer fees	148.52	<b>Total Registry Acct. Expense</b>	923.75
<b>Total Registry Income</b>	996.77		
<b>USIHC Non-Member fees</b>	243.75		
<b>USIHC Non-registration fees</b>	694.47		
<b>Total Income</b>	2,982.36	<b>Total Expense</b>	4,203.95

**Net Income (Loss): (1,221.59)**