

## **USIHC – Board Of Directors 05/07/13 MEETING MINUTES**

### **Board Members**

Present: Anne Elwell, Doug Smith, Kari Pietsch-Wangard, Lori Cretney,  
Katrin Sheehan, Ásta Covert, Sara Lyter, Kathy Lockerbie (9:30)

Excused: Barbara Frische

**Observers:** Juli Cole (Promotion Committee Chair),  
Laurie Prestine (Youth Committee Chair)

**Meeting Called To Order at 9:07PM (Eastern) [Anne Elwell]**

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

Membership status: 397 member households.

### **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:

<u>Combined bank account balances as of 04/30/13:</u>	\$168,640.51
<u>Unrestricted funds as of 04/30/13:</u>	\$149,276.72
<u>Net increase (decrease) since 02/28/13:</u>	\$2,535.97

### **Standing Committee Reports**

- Quarterly (Nancy Marie Brown, Anne Elwell liaison)

The June 2013 issue of *The Icelandic Horse Quarterly* features an interview with top-ranked rider Ásta Covert, another update on Cornell University's research into summer eczema, tips on training in natural settings and teaching your horses to pony, discussions on competing and encouraging young riders, thoughts from the 2012 Pleasure Riding Program winners, youth essays, and the latest news from the Regional Clubs and Board of Directors, and a report from the 2013 conference of our parent organization, FEIF.

The issue is now in the final stages of design and will go to press on Monday; the e-Quarterly will be available on approximately May 15, with copies mailed to members on June 1.

The committee is now gathering ideas for the September 2013 issue. Already scheduled are a feature story on research into bone spavin and articles on long-distance riding.

As already reported, Judy Strehler has stepped down as co-chair and Nancy Brown has taken the post of chair. Nicki Esdorn has just volunteered to join her as co-chair and they are working out the sharing of duties. The committee will be actively recruiting new members this summer.

- Nothing to report:
  - Web (Doug Smith)
- No report from:
  - Breeding (Barbara Frische)
  - Competition (Will Covert, Ásta Covert liaison)
  - Education (Katrin Sheehan)
  - Pleasure Riding (Ellen Wilson, Kathy Lockerbie liaison)
  - Promotion (Juli Cole, Anne Elwell liaison)
  - Regional Clubs (Martina Gates, Katrin Sheehan liaison)

- Youth (Laurie Prestine, Ásta Covert liaison)

### Email Voting

- The Board approves reimbursing Doug Smith the USD equivalent of the FEIF conference fee since FEIF waived his fee after his election to the Board of FEIF. [Approved with no dissent. Doug abstains. No vote received from Barbara Frische.]
- The Board accepts the revised budget for the breeding evaluation to be held at Winterhorse Park. [Approved with no dissent. No vote received from Barbara Frische.]

### Old Business

- New Brochure (Kathy Lockerbie)  
The Board is happy with the content and appearance of the new brochure. Kathy will work to make sure Juli Cole (Promotion Committee Chair) has all the necessary details to obtain printing quotes.

MOTION [Doug Smith]: The Board authorizes Juli Cole to have 5,000 copies of the new brochure printed at a cost not to exceed \$650.00. Motion passed unanimously.

- Funding Policy (Sara Lyter)  
Tabled, per Sara's comments in April, until the June meeting.
- General / Annual Meeting (Anne Elwell)  
Doug will contact Thor Icelandics regarding holding a meeting at their sanctioned show on September 21 and 22.
- Revisions to Booth Use Agreement (Juli Cole)

MOTION [Kari Pietsch-Wangard]. The Board accepts the proposed changes to the Booth Use Agreement. Motion passed unanimously.

- Youth Cup Tryout Forms and Procedures (Laurie Prestine)  
After some discussion, Laurie Prestine will revise the four forms and send them, via Doug Smith, to the Board for final approval.  
  
Changes made from 2012:
  - Relocated and highlighted USIHC membership requirement on all forms.
  - Changed judges number from 3 to 1.
  - Changed test fee from \$100.00 for all tests scored to \$30.00 per test scored.
  - Added link to explain tests required for try-out.
  - Added parent permission to rider application.
  - Removed medical information from rider application.
  - Changed name of Rules and Procedures to include riders, CL & TL.
  - Added CL and TL section to Rules and Procedures.
  - Added information stating TL is an optional position to Rules and Procedures and to TL description on the TL application.
- FEIF SWOT Analysis Request (Sara Lyter)  
Sara will forward the FEIF document to Martina Gates (Regional Clubs Committee Chair) to seek club input.

**Next Meeting: June 18<sup>th</sup>.**

**Meeting Adjourned 10:15PM (Eastern)**

### Actual Cash Owned by USIHC

<u>2/28/13</u>		<u>4/30/13</u>
\$ 24,462.96	Checking	\$ 27,116.41
\$ 131,461.46	Money Market	\$ 131,494.42
\$ 10,016.71	CDs	\$ 10,029.68
\$ 165,941.13	subtotal	\$ 168,640.51
\$ (5,043.94)	Youth Fund	\$ (5,114.99)
\$ (10,000.00)	Int. Judges Fund	\$ (10,000.00)
\$ (4,156.44)	World Champ. Team Fund	\$ (4,248.80)
\$ 146,740.75	USIHC Owned Funds	\$ 149,276.72

Net Increase (Decrease) from previous report  
**\$2,535.97**

## United States Icelandic Horse Congress

**Balance Sheet**

As of April 30, 2013

	<u>Apr 30, '13</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Associated Checking acct.	27,116.41
Associated Money Market Acct.	131,494.42
<b>Total Checking/Savings</b>	<u>158,610.83</u>
<b>Other Current Assets</b>	
<b>CDs for Judge Scholarship Fund</b>	
CD-matures 10/5/17	3,017.20
CD-matures 10/5/15	3,008.97
CD-matures 10/5/13	3,000.00
CD-matures 9/29/16	1,003.51
<b>Total CDs for Judge Scholarship ...</b>	<u>10,029.68</u>
<b>Total Other Current Assets</b>	<u>10,029.68</u>
<b>Total Current Assets</b>	<u>168,640.51</u>
<b>TOTAL ASSETS</b>	<b><u>168,640.51</u></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...	4,248.80
Unexpended Youth Funds	5,114.99
<b>Total Other Current Liabilities</b>	<u>19,363.79</u>
<b>Total Current Liabilities</b>	<u>19,363.79</u>
<b>Total Liabilities</b>	19,363.79
<b>Equity</b>	
Opening Bal Equity	96,926.56
Retained Earnings	41,169.61
Net Income	11,180.55
<b>Total Equity</b>	<u>149,276.72</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>168,640.51</u></b>

**United States Icelandic Horse Congress Inc.**  
**Income & Expense Report**  
**March and April 2013**

Income		Expense	
Competition Inc.			
FEIF World Rankng Comp Fee Inc.	329.84	FEIF Conference exp.	
Total Competition Inc.	329.84	FEIF 2013 Conference exp.	1,359.46
		Total FEIF Conference exp.	1,359.46
Interest Income	51.46		
Membership Related Income			
Farm Listing			
2013 Farm Listing	433.62		
Total Farm Listing	433.62		
Membership Dues		Membership Related Expenses	
2013 Membership dues		Administration	
2013 Youth membership	102.36	Mbshp. Postage	18.40
2013 Family Membership	1,199.96	Total Administration	18.40
2013 Individual Mbshp	2,711.11		
Total 2013 Membership dues	4,013.43		
Total Membership Dues	4,013.43		
Quarterly Inc.		Quarterly Expenses	
Quarterly Adv. Inc.	1,195.18	postage for Quarterly	458.69
Quarterly back issue sales	6.61	Quarterly Printing	1,203.81
Total Quarterly Inc.	1,201.79	Total Quarterly Expenses	1,662.50
Website Inc.			
Website Ad Inc.	186.13		
Total Website Inc.	186.13	Toll Free line	25.90
Total Membership Related Income	5,834.97	Total Membership Related Expenses	1,706.80
		Pleasure Rider Program Exp.	
		2012 PRP Award exp.	115.61
		Total Pleasure Rider Program Exp.	115.61
		Promotional Exp.	
		Display booth shipping	336.20
		Promotional postage expenses	71.97
		Promotion Material Printing exp	335.59
		RC Co-op promo exp.	22.50
		Promotional Exp. - Other	79.51
		Total Promotional Exp.	845.77
Registry Income		Registry Acct. Expense	
Duplicate Registration fees	245.10	Clerical for registry	341.00
Late Stallion Report fees	193.60	Registry Postage	92.00
Registration fees	222.68	Total Registry Acct. Expense	433.00
Transfer fees	333.79		
Total Registry Income	995.17		
USIHC Non-Member fees	173.34		
WC Team Tryout Inc.		WC Team Tryout Expenses	
WC 2013 Team Tryout Inc.	1,500.00	WC 2013 Tryout exp.	1,452.88
Total WC Team Tryout Inc.	1,500.00	Total WC Team Tryout Expenses	1,452.88
Other Income			
Booth Deposit/(Refund)	(\$435.29)		
Total Income	8,449.49	Total Expense	5,913.52

**Net Income: 2,535.97**

**United States Icelandic Horse Congress Inc.**  
**Income & Expense Report**  
**January through April 2013**

Income		Expense	
Interest Income	100.04	Breeding Committee Exp.	
		FEIF Evaluation fees	213.21
		Elwell Breeding Award	48.50
		Total Breeding Committee Exp.	261.71
Competition Inc.		Competition Comm. Expense	
FEIF World Rankng Comp Fee Inc.	329.84	FEIF World Ranking Comp. fee	673.30
Total Competition Inc.	329.84	National Ranking Award Expense	697.30
		Total Competition Comm. Expense	1,370.60
Membership Related Income		FEIF Conference exp.	
Farm Listing		FEIF 2013 Conference exp.	1,359.46
2013 Farm Listing	2,265.04	Total FEIF Conference exp.	1,359.46
Total Farm Listing	2,265.04		
Membership Dues		Membership Related Expenses	
2013 Membership dues		Administration	
2013 Youth membership	207.36	Mbshp. Postage	66.10
2013 Family Membership	3,864.26	Office/Supplies Exp.	85.78
2013 Individual Mbshp	8,070.70	Total Administration	151.88
Total 2013 Membership dues	12,142.32	FEIF related expenses	
Total Membership Dues	12,142.32	FEIF Mbshp fees	1,690.25
		Total FEIF related expenses	1,690.25
Quarterly Inc.		Quarterly Expenses	
Quarterly Adv. Inc.	1,595.18	postage for Quarterly	463.84
Quarterly back issue sales	75.59	Quarterly Printing	1,203.81
Total Quarterly Inc.	1,670.77	Total Quarterly Expenses	1,667.65
Website Inc.		Toll Free line	51.80
Website Ad Inc.	948.26	Total Membership Related Expenses	3,561.58
Total Website Inc.	948.26		
Total Membership Related Income	17,026.39	Pleasure Rider Program Exp.	
		2012 PRP Award exp.	722.38
		Total Pleasure Rider Program Exp.	722.38
		Promotional Exp.	
		Display booth shipping	336.20
		Other Booth rental Expense	350.00
		Promotional postage expenses	96.46
		Promotion Material Printing exp	335.59
		RC Co-op promo exp.	165.47
		Promotional Exp. - Other	79.51
		Total Promotional Exp.	1,363.23
Registry Income		Registry Acct. Expense	
Duplicate Registration fees	293.35	Clerical for registry	696.00
Late Stallion Report fees	887.20	Reg. Office supplies	92.48
Registration fees	1,087.48	Registry Postage	92.00
Transfer fees	760.65	Total Registry Acct. Expense	880.48
Total Registry Income	3,028.68		
USIHC Non-Member fees	297.61	WC Team Tryout Expenses	
		WC 2013 Tryout exp.	1,452.88
WC Team Tryout Inc.		Total WC Team Tryout Expenses	1,452.88
WC 2013 Team Tryout Inc.	1,500.00	World Championship Expenses	
Total WC Team Tryout Inc.	1,500.00	WC 2013 Berlin Expenses	194.40
		Total World Championship Expenses	194.40
Other Income			
Booth Deposit/(Refund)	64.71		
Total Income	22,347.27	Total Expense	11,166.72

**Net Income: 11,180.55**



## USIHC Display Use Agreement

The USIHC displays are available for use by individual members and Regional Clubs of the United States Icelandic Horse Congress. The equipment is limited, therefore subject to availability.

### ***Equipment:***

The following displays are available for use:

- a) 2004 table top display
- b) 2012 10x10 pop-up display

The displays are reserved individually and require separate Use Agreements and deposits to be submitted for each request.

### ***Use Period:***

The use period begins on the date ( \_\_\_\_\_ ) the display is delivered to a carrier for shipment to the User and ends on the date ( \_\_\_\_\_ ) it is delivered by the User to a carrier for shipment to the next location.

### ***Use Requirements:***

The User is fully responsible for the following:

- a) Acceptance of the display from the carrier at his/her address.
- b) Reading the set-up instructions in the shipping case. A practice set-up is strongly encouraged.
- c) Accompanying the display to the event, as well as setting up the display at the beginning of the event and breaking it down at the end of the event.
- d) Arranging the shipping of the display to ( \_\_\_\_\_ )  
by the date required ( \_\_\_\_\_ ).
- e) The User must be a USIHC member in good standing.
- f) The User shall accept any literature from USIHC members and place said literature in the display for the event.
- g) The User shall provide the following information along with this agreement, so that the event information can be added to the Calendar of Events on the USIHC website:
  - 1) Name of event.
  - 2) Dates and hours of operation of the event.
  - 3) Location (full address of event).
  - 4) A contact email or phone number for the User.
- h) The User and all people “manning” the display at the event shall wear the USIHC “Ask me about Icelandic Horses” badges provided with the booth.

- i) The User shall take photographs of the display prior to delivering it to the carrier for return shipment. The User shall keep these photographs until notified by the USIHC Promotion Committee Chair that the display was received and found to be in good condition. Should the User fail to take these photographs of the display prior to return shipping and the display is received in damaged condition, any expenses related to repair or replacement of the display or any part thereof shall be deducted from the User's deposit.

### **Use deposit:**

The User shall provide a deposit of \$500 by check\* or PayPal to the USIHC Treasurer (treasurer@icelandics.org) prior to the beginning of the Use Period. This amount will be held as a guarantee of performance of the terms of this agreement by the obligated person(s) and may be utilized by the USIHC to cover any damages incurred by the USIHC or the next user resulting from the failure of the User to perform the obligations set forth above. The deposit will be refunded upon the USIHC Treasurer's receipt of confirmation of delivery to the intended recipient (see above).

### **Shipping Costs:**

- a) The USIHC will pay the required shipping costs of the display to the User and from the User to the next user, including shipping insurance in the amount of \$1200. A prepaid return shipping label for UPS Ground Service will be provided to the User for return shipping to the USIHC Promotion Committee Chair. The User shall follow all instructions provided with the Pre-Paid label.
- b) Shipping will be by UPS Ground Service. In the event the User wishes to use a different carrier or class for shipping, any costs in excess of the UPS Ground Service rate will be the obligation of the User.
- c) The equipment must be packed and transported/shipped at all times in the shipping case provided.

**This form is to be completed by the User & submitted to the USIHC Promotion Committee Chair either via email to promotion@icelandics.org or by mail to: Juli Cole 109 Germanski Lane New Castle, PA 16102.**

-----  
**User (signature)**

-----  
**USIHC Promotion Committee Chair (signature)**

\_\_\_\_\_  
\*If paid by check, the deposit must be received by the USIHC Treasurer at least two weeks in advance to allow time for the check to clear before the event.