

**USIHC – Board Of Directors 06/18/13 MEETING MINUTES**  
**9:00pm Eastern**

**Board Members**

Present: Doug Smith, Anne Elwell, Kathy Lockerbie, Lori Cretney, Ásta Covert, Kari Pietsch-Wangard, Sara Lyter (9:10pm)

Excused: Katrin Sheehan, Barbara Frische

**Observer** Juli Cole

**Meeting called to order at 9:02pm (Eastern) [Anne Elwell]**

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

Membership status: 401 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 05/31/13:</u> | \$168,906.76 |
| <u>Unrestricted funds as of 05/31/13:</u>             | \$149,537.97 |
| <u>Net increase (decrease) since 04/30/13:</u>        | \$261.25     |

**Standing Committee Reports**

- Breeding (Barbara Frische, Kathy Lockerbie)  
The Breeding Committee is having a vigorous discussion regarding abolishing the stallion report. Planning continues for the foal evaluation tour.
- Quarterly (Nancy Marie Brown, Anne Elwell liaison)  
The June Quarterly has been mailed to members. The committee is now gathering articles and photos for the September issue. Any information the Board or committee chairs would like to share with the membership should be sent to [quarterly@icelandics.org](mailto:quarterly@icelandics.org) by July 1.
- Web (Doug Smith)  
The horse search feature on the web site now draws directly from World Fengur. The Registrar also has the ability to print our *Certificate of Registration* from the web site, based on World Fengur data.
- Promotion (Juli Cole, Anne Elwell liaison)  
Per the approval of the BOD during the May 2013 meeting, 5,000 of the new USIHC brochures will be ordered from The Color Center, to be printed & ready for distribution ASAP.

|  |
|--|
| After a long discussion, the Board asks Juli Cole to arrange to have the design subcommittee sign off on the proof before the full 5,000 copies are printed. |
|--|

The Promotion Committee will next be working out a policy for distribution of the brochures to help with anticipating well in advance when a new printing run would need to be ordered.

- No report from:
  - Competition (Will Covert, Ásta Covert liaison)
  - Education (Katrin Sheehan)

- Pleasure Riding (Ellen Wilson, Kathy Lockerbie liaison)
- Regional Clubs (Martina Gates, Katrin Sheehan liaison)
- Youth (Laurie Prestine, Ásta Covert liaison)

### **Email Voting**

- New York Tryout Rental Car  
The Board approves paying the cost of a rental car for the judge to assist with the last minute changes resulting from the unavoidable change of organizer for the Thor Icelandics tryout site.
- Youth Cup 2014 Procedures & Documents  
The Board accepts Laurie Prestine's revisions to the Youth Cup 2014 team selection forms and procedures. [Approved with no dissension. Kathy Lockerbie abstains. No response from Barbara Frische.]

### **Old Business**

- Funding Policy (Sara Lyter)  
See attached.

MOTION [Doug Smith]: The Board implement the policy as presented with initial funding of \$8,000 to be granted for 2013 events. Approved without dissent.

- General Meeting (Doug Smith)  
Thorunn (Thor Icelandics) and Cindy Wescott (NEIHC) have agreed to host the meeting at their sport competition in September. The Board plans to host a pizza dinner on Friday night. Doug will coordinate with the show organizer.
- FEIF SWOT Analysis Request (Sara Lyter)  
There has been minimal response from the Regional Clubs. Sara asks Doug to post the request on the website and announce its existence on the FaceBook page.

### **New Business**

- Tie-break in World Championships (Doug Smith)  
At the request of the FEIF judges, the Sport Committee, without objection, proposes changing the current tie-break procedure (the judge decides) to using the National Ranking (same weighted average as in the tryout). This procedure relieves the judge of an off-track subjective decision. The procedure will likely never be used as it would only matter in the case of a full team with a tie for the last available place.

Approved without dissent.

- Disband Web Committee and Youth Advisory Board (Doug Smith)

Approved without dissent.

**Meeting adjourned at 10:35**

**Next meeting July 9th**

## USIHC General Membership Funds

| 4/30/13        |                                       | 5/31/13        |
|----------------|---------------------------------------|----------------|
| \$ 27,116.41   | Checking                              | \$ 27,365.91   |
| \$ 131,494.42  | Money Market                          | \$ 131,511.17  |
| \$ 10,029.68   | CDs                                   | \$ 10,029.68   |
| \$ 168,640.51  | subtotal                              | \$ 168,906.76  |
| \$ (5,114.99)  | Youth Fund                            | \$ (5,114.99)  |
| \$ (10,000.00) | Int. Judges Fund                      | \$ (10,000.00) |
| \$ (4,248.80)  | World Champ. Team Fund                | \$ (4,253.80)  |
| \$ 149,276.72  | <b>USIHC General Membership Funds</b> | \$ 149,537.97  |

Net Increase (Decrease) from previous report  
**\$261.25**

**United States Icelandic Horse Congress I...**  
**Balance Sheet Standard**  
 As of May 31, 2013

|  | May 31, '13       |
|--|-------------------|
| <b>ASSETS</b>                              |                   |
| <b>Current Assets</b>                      |                   |
| <b>Checking/Savings</b>                    |                   |
| Associated Checking acct.                  | 27,365.91         |
| Associated Money Market Acct.              | 131,511.17        |
| <b>Total Checking/Savings</b>              | 158,877.08        |
| <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> | 10,029.68         |
| <b>Total Other Current Assets</b>          | 10,029.68         |
| <b>Total Current Assets</b>                | 168,906.76        |
| <b>TOTAL ASSETS</b>                        | <b>168,906.76</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...             | 4,253.80          |
| Unexpended Youth Funds                     | 5,114.99          |
| <b>Total Other Current Liabilities</b>     | 19,368.79         |
| <b>Total Current Liabilities</b>           | 19,368.79         |
| <b>Total Liabilities</b>                   | 19,368.79         |
| <b>Equity</b>                              |                   |
| Opening Bal Equity                         | 96,926.56         |
| Retained Earnings                          | 41,169.61         |
| Net Income                                 | 11,441.80         |
| <b>Total Equity</b>                        | 149,537.97        |
| <b>TOTAL LIABILITIES &amp; EQUITY</b>      | <b>168,906.76</b> |

**United States Icelandic Horse Congress Inc.  
Income & Expense Report  
May 2013**

| Income                                 |          | Expense                                  |          |
|--|----------|--|----------|
| <b>Competition Inc.</b>                |          |  |          |
| Non-member Competition fee             | 75.00    |  |          |
| <b>Total Competition Inc.</b>          | 75.00    |  |          |
| <b>Interest Income</b>                 | 16.75    |  |          |
| <br>                                   |          |  |          |
| <b>Membership Related Income</b>       |          | <b>Membership Related Expenses</b>       |          |
| <b>Membership Dues</b>                 |          | <b>Quarterly Expenses</b>                |          |
| 2013 Membership dues                   |          | <b>Graphics</b>                          | 2,000.00 |
| 2013 Youth membership                  | 33.68    | <b>Total Quarterly Expenses</b>          | 2,000.00 |
| 2013 Family Membership                 | 316.24   | <b>Service fees</b>                      |          |
| 2013 Individual Mbshp                  | 527.12   | <b>Bank Fees</b>                         | 3.00     |
| <b>Total 2013 Membership dues</b>      | 877.04   | <b>Total Service fees</b>                | 3.00     |
| <b>Total Membership Dues</b>           | 877.04   | <b>Toll Free line</b>                    | 12.95    |
|  |          | <b>Total Membership Related Expenses</b> | 2,015.95 |
| <br>                                   |          |  |          |
| <b>Website Inc.</b>                    |          |  |          |
| Website Ad Inc.                        | 192.00   |  |          |
| <b>Total Website Inc.</b>              | 192.00   |  |          |
| <b>Total Membership Related Income</b> | 1,069.04 |  |          |
| <br>                                   |          |  |          |
| <b>Registry Income</b>                 |          | <b>Registry Acct. Expense</b>            |          |
| Late Stallion Report fees              | 100.00   | <b>Clerical for registry</b>             | 87.00    |
| Registration fees                      | 298.25   | <b>Reg. Office supplies</b>              | 26.99    |
| Transfer fees                          | 343.52   | <b>Total Registry Acct. Expense</b>      | 113.99   |
| <b>Total Registry Income</b>           | 741.77   |  |          |
| <br>                                   |          |  |          |
| <b>USIHC Non-Member fees</b>           | 50.00    |  |          |
| <br>                                   |          |  |          |
| <b>WC Team Tryout Inc.</b>             |          |  |          |
| WC 2013 Team Tryout Inc.               | 423.63   |  |          |
| <b>Total WC Team Tryout Inc.</b>       | 423.63   |  |          |
| <br>                                   |          |  |          |
| <b>Misc. Other Income</b>              | 15.00    |  |          |
| <b>Total Income</b>                    | 2,391.19 | <b>Total Expense</b>                     | 2,129.94 |

**Net Income: 261.25**

**United States Icelandic Horse Congress Inc.**  
**Income & Expense Report**  
**January through May 2013**  
**Page 1**

| Income                                 |                  | Expense                                  |                 |
|--|------------------|--|-----------------|
|  |                  | <b>Breeding Committee Exp.</b>           |                 |
|  |                  | FEIF Evaluation fees                     | 213.21          |
|  |                  | Elwell Breeding Award                    | 48.50           |
|  |                  | <b>Total Breeding Committee Exp.</b>     | <u>261.71</u>   |
| <b>Competition Inc.</b>                |                  | <b>Competition Comm. Expense</b>         |                 |
| FEIF World Rankng Comp Fee Inc.        | 329.84           | FEIF World Ranking Comp. fee             | 673.30          |
| Sanction Competition fee               | 75.00            | National Ranking Award Expense           | 697.30          |
| <b>Total Competition Inc.</b>          | <u>404.84</u>    | <b>Total Competition Comm. Expense</b>   | <u>1,370.60</u> |
| <b>FEIF Conference Reimbsmt.</b>       | 0.00             | <b>FEIF Conference exp.</b>              |                 |
| <b>Interest Income</b>                 | 116.79           | FEIF 2013 Conference exp.                | 1,359.46        |
|  |                  | <b>Total FEIF Conference exp.</b>        | <u>1,359.46</u> |
| <b>Membership Related Income</b>       |                  | <b>Membership Related Expenses</b>       |                 |
| <b>Farm Listing</b>                    |                  | <b>Administration</b>                    |                 |
| 2013 Farm Listing                      | 2,265.04         | Mbshp. Postage                           | 66.10           |
| <b>Total Farm Listing</b>              | <u>2,265.04</u>  | Office/Supplies Exp.                     | 85.78           |
| <b>Membership Dues</b>                 |                  | <b>Total Administration</b>              | <u>151.88</u>   |
| 2013 Membership dues                   |                  | <b>FEIF related expenses</b>             |                 |
| 2013 Youth membership                  | 241.04           | FEIF Mbshp fees                          | 1,690.25        |
| 2013 Family Membership                 | 4,180.50         | <b>Total FEIF related expenses</b>       | <u>1,690.25</u> |
| 2013 Individual Mbshp                  | 8,597.82         |  |                 |
| <b>Total 2013 Membership dues</b>      | <u>13,019.36</u> |  |                 |
| <b>Total Membership Dues</b>           | 13,019.36        |  |                 |
| <b>Quarterly Inc.</b>                  |                  | <b>Quarterly Expenses</b>                |                 |
| Quarterly Adv. Inc.                    | 1,595.18         | Graphics                                 | 2,000.00        |
| Quarterly back issue sales             | 75.59            | postage for Quarterly                    | 463.84          |
| <b>Total Quarterly Inc.</b>            | <u>1,670.77</u>  | Quarterly Printing                       | <u>1,203.81</u> |
|  |                  | <b>Total Quarterly Expenses</b>          | 3,667.65        |
| <b>Website Inc.</b>                    |                  | <b>Service fees</b>                      |                 |
| Website Ad Inc.                        | 1,140.26         | Bank Fees                                | 3.00            |
| <b>Total Website Inc.</b>              | <u>1,140.26</u>  | <b>Total Service fees</b>                | 3.00            |
| <b>Total Membership Related Income</b> | <u>18,095.43</u> | Toll Free line                           | 64.75           |
|  |                  | <b>Total Membership Related Expenses</b> | <u>5,577.53</u> |
| <b>Other Income</b>                    |                  | <b>Pleasure Rider Program Exp.</b>       |                 |
| Booth Deposit/Refund                   | 64.71            | 2012 PRP Award exp.                      | 722.38          |
| Misc. Other Income                     | 15.00            | <b>Total Pleasure Rider Program Exp.</b> | <u>722.38</u>   |
| <b>Total Other Income</b>              | <u>79.71</u>     |  |                 |

**United States Icelandic Horse Congress Inc.**  
**Income & Expense Report**  
 January through May 2013  
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| <u>Income</u>                    |                  | <u>Expense</u>                           |                  |
|----------------------------------|------------------|--|------------------|
|                                  |                  | <b>Promotional Exp.</b>                  |                  |
|                                  |                  | 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                 | <u>79.51</u>     |
|                                  |                  | <b>Total Promotional Exp.</b>            | <b>1,363.23</b>  |
| <b>Registry Income</b>           |                  | <b>Registry Expenses</b>                 |                  |
| Duplicate Registration fees      | 293.35           | Clerical for registry                    | 783.00           |
| Late Stallion Report fees        | 987.20           | Registry Office supplies                 | 119.47           |
| Registration fees                | 1,385.73         | Registry Postage                         | <u>92.00</u>     |
| Transfer fees                    | <u>1,104.17</u>  | <b>Total Registry Expenses</b>           | <b>994.47</b>    |
| <b>Total Registry Income</b>     | <b>3,770.45</b>  |  |                  |
| <b>USIHC Non-Member fees</b>     | <b>347.61</b>    | <b>WC Team Tryout Expenses</b>           |                  |
|                                  |                  | WC 2013 Tryout exp.                      | <u>1,452.88</u>  |
| <b>WC Team Tryout Inc.</b>       |                  | <b>Total WC Team Tryout Expenses</b>     | <b>1,452.88</b>  |
| WC 2013 Team Tryout Inc.         | <u>1,923.63</u>  | <b>World Championship Expenses</b>       |                  |
| <b>Total WC Team Tryout Inc.</b> | <b>1,923.63</b>  | WC 2013 Berlin Expenses                  | <u>194.40</u>    |
|                                  |                  | <b>Total World Championship Expenses</b> | <b>194.40</b>    |
| <b>Total Income</b>              | <b>24,738.46</b> | <b>Total Expense</b>                     | <b>13,296.66</b> |

**Net Income: 11,441.80**

The USIHC is a member driven organization. The more active and involved our members are, the stronger our organization becomes. With vast differences in locations, population, interests, and needs across the country, your Board of Directors encourages members to develop ideas and organize events that suit their individual needs. Well thought out proposals with requests for funding for events that meet our mission statement will be considered by the Board. Guidelines below may be used as a checklist to assist with preparing proposals for funding requests.

## **Our Mission**

- Support the use and health of the Icelandic Horse according to international standards.
- Advance the study, breeding, and exhibition of the Icelandic Horse.
- Represent FEIF in the United States and represent the United States to FEIF.
- Maintain a registry of purebred Icelandic Horses.

## **What sort of activities or events are appropriate?**

Creative projects with impact that meet our mission statement will be considered for funding. Some examples are breeding evaluations, shows, seminars, clinics, lectures.

The USIHC has funded a number of events which were determined to be high impact and uphold our mission statement. A few examples are the first Breed Evaluations held in Oklahoma, the Gaits & Conformation Clinic, the Young Horse/Foal Tour, and Equine Affair. Each of these began as an idea, and were developed into an event by interested and active members.

Due to the diversity of our membership and the interests and needs across the country, we have determined that it is not possible to assign a uniform

dollar amount for a specific type of event. Therefore, we would like to ask members to request funding using a “grant” format. The more complete a proposal is when describing the event and addressing the guidelines below, the easier it will be for the board to determine whether funds can be granted and what amount is appropriate.

### **Who may submit a proposal for funding?**

Funding requests can be made by either any member in good standing or a regional club. The board encourages members to utilize the numerous committees and regional clubs currently in place as resources to help in developing their ideas.

Submit your proposal to the USIHC Vice President at:

[vice\\_president@icelandics.org](mailto:vice_president@icelandics.org)

Remember, your proposal must be submitted **AT LEAST 8 WEEKS** before your event in order to give the Board time for discussion and consideration.

### **Guidelines for Preparing a Funding Proposal**

First, and foremost, when formulating your proposal, refer to our mission statement above.

Your proposal should include answers to these specific questions:

- How does my request meet the Congress mission statement?
- How does this activity advance the Icelandic horse’s presence in the U.S. or how likely is it to increase membership in the USIHC?
- Who does this activity serve, i.e., current members? Potential members? General public?
- How many will benefit/be reached by this activity?

- Include a specific dollar amount for the requested funding, including estimated expenses/income.
- Proposal must be received by the Board AT LEAST 8 weeks before the event. This allows time for proper consideration by the board.

### **Dispersal of Funds**

Funds will be reserved upon receipt and acceptance of the proposal, and disbursed upon successful completion of the event. In addition, the event organizer is required to submit a brief report after the event to summarize how goals and the mission statement were met, and to provide feedback to the Board. These reports will help track funding and events, and will provide valuable feedback for adjustments and improvements over time.

The follow up report must address the following questions:

- Did the event attendance match the prediction?
- Did the event achieve the goals in the original application?
- Were the actual income and expenses as anticipated?
- What could be done differently to achieve better results in the future?