



Board Conference Call Minutes

August 14, 2018 8:00PM (Eastern)

BOARD MEMBERS:

PRESENT: Lori Cretney, Kari Pietsch-Wangard, Alex Dannenmann, Emily Potts, Leslie Chambers, Will Covert, Jess Haynsworth, Kevin Draeger

EXCUSED: Linda Templeton

OBSERVOR: Liz Appel

MEETING CALLED TO ORDER 8:04 EST (WILL COVERT)

SECRETARY'S REPORT (LINDA TEMPLETON)

The USIHC lists 673 members in 497 households as of August 10, 2018.

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 7/31/18:</u> | \$ 113,902.41 |
| <u>Unrestricted funds as of 7/31/18:</u> | \$ 102,046.88 |
| <u>Net Decrease from 5/31/18:</u> | -\$7,094.41 |
| <u>Net Decrease from 12/31/17:</u> | -\$12,392.75 |

STANDING COMMITTEE REPORTS

Affiliated Clubs (Leslie Chambers, chair)

Affiliated Club Committee Report for August 14, 2018

Chair: Leslie Chambers

Members: N=32

Regional Club Clinics/Schooling Shows - Policy #31, 2018

The following regional clubs have received their Policy #31 funds for 2018:

1. Alaska IHA
2. Cascade IHC
3. Flugnir IHC
4. NEIHC
5. NWIHC
6. Toppur IHC

The following regional club(s) event is pending:

1. Saint Skutla IHC (event is August 11/12, 2018)
2. Klettafjalla IHC (event is Sept 21-23, 2018)

The following regional clubs have not yet announced a clinic or schooling show (remember you must notify ACC Chair and the USIHC calendar 30 days prior to the event to be eligible):

1. CIA
2. Frida IHC
3. Glitfafa
4. Hestafolk
5. Kraftur
6. Sirius

Affiliated Club Renewals due August 31, 2018

Renewal forms (a word document and an excel sheet) were sent to each club representative on July 31. Clubs have until 8/31/18 to submit these renewal documents.

The following clubs have completed the renewal process for this year:

1. CIA
2. Gaedingar
3. Glitfafa
4. Hestafolk
5. NEIHC
6. Saint Skutla IHC

The following clubs need to submit their documents, before the end of the day 8/31/18:

1. Alaska IHA (Please submit your member list on the excel sheet provided)
2. Cascade IHC
3. Flugnir IHC
4. Frida IRC
5. Klettafjalla IHC (It's in the mail)
6. Kraftur
7. NWIHC
8. Sirius Ohio Kentucky IHC
9. Toppur IHC

No new topics have been introduced since the last board meeting.

Leslie will need an excel sheet showing all USIHC members by the end of August. This information will be combined with the affiliated club member lists in order to calculate an accurate census number for FEIF.

Breeding (Linda Templeton, chair)

NY Evaluation organizer expects 7 horses for full Evaluation and 3 for conformation.

The track at Cobbleskill has been prepared and Disa will check it next week.

There is a good turnout of spectators expected from the NEIHC.

They are trying to raise \$5000 to offset costs of the Evaluation and have ½ raised.
Iowa host expects 10 horses for full Evaluation.

The track is still being built, but is expected to be complete.

Concern for an announcer was raised and the Judges will be approached.

Committee work has nothing new to report.

Education (Alex Dannenmann, chair)

- We are in the final stages of the proposal for the Instructor education. More is soon to come.
- Sending out certificates for riding badges
- Sending all certified trainers in the US reminder to keep their license current, helping with all kinds of questions.

Leisure (Lori Cretney, chair)

Ordered totes for the finishers from the first season.

Also ordered water bottles for the Rider's of the Month from the first season.

Promotion (Emily Potts & Jess Haynsworth, co-chairs)

Quarterly (Nancy Marie Brown & Nikki Esdorn, co-chairs, Leslie Chambers liaison)

Quarterly Committee report
August 7, 2018
submitted by Nancy Brown

Issue Three 2018 is currently at press. This issue reports on a successful breeding evaluation, explores the topic of self-carriage, explains five-gait competitions, interviews trainer Caeli Cavanagh, introduces the new Sea2Shining Sea virtual ride, and more, as well as sharing news from USIHC Affiliated Clubs, the USIHC Board of Directors, and our parent organization, FEIF.

The Quarterly Committee is now beginning work on the December 2018 issue. The deadline for that issue is October 1. Board members and committee chairs, please let us know ASAP if you want us to save space for any text, photos, or advertisements for that issue. (Remember that ads for USIHC-sanctioned events are free.) We will be printing 600 copies of this issue. Extras will be made available for promotional purposes; contact quarterly@icelandics.org.

Sport - (Will Covert, chair)

Nothing to Report

Youth (Kevin Draeger, chair)

OLD BUSINESS

Website

Emily reported that they are currently working on the new logo options and will have something to share soon. Emily also requested that committee chairs review their web pages and report any changes needed before our next board call.

Standard of Conduct and Ethics Code / Statement of Expectations

Policy # 36 Standard of Conduct (Ethics Code) United States Icelandic Horse Congress Board of Directors Statement of Expectations

1. Fiduciary Duties and General Responsibilities

Each Director shall be familiar with the general principles and practices of Board governance. In particular, each Director acknowledges the duties of care, loyalty, and obedience.

The Duty of Care. The duty of care describes the level of competence expected of a director. State nonprofit corporate laws offer various definitions of this duty in suitable legalese, but they all come down to the importance of directors making good decisions with reasonable care. Directors need to recognize they should retain people to provide the necessary wisdom, skill, and expertise to enact the organization's program and mission. Directors also need to establish policies and procedures to avoid risks to the organizations' financial well-being.

The Duty of Loyalty. The duty of loyalty is the standard of faithfulness to the organization. When making decisions, a Director must put the organization first. This duty is the basis for conflict of interest policies that are designed to prevent board members from enriching themselves, their families, and their friends at the expense of the organization and from favoring one segment of the organization over another.

The Duty of Obedience. The duty of obedience requires Directors to be true to the organization's mission. Board members can exercise their own reasoned judgment in how the organization can best archive its mission. However, they cannot act in a manner that is inconsistent with that mission. This duty is based on the principle that the membership and the public at large must be able to act in confidence that what they are told about the organization is true. If there is a discrepancy between the Directors' understanding of the organization's mission and that of the membership and the public at large, the result is the loss of institutional integrity.

Each Director shall have read and understand the Mission Statement, Articles of Incorporation, Constitution, and Polices of the USIHC.

Each Director shall understand the organization's general financial condition.
Each Director shall serve on at least one Committee

2. Attendance

Board and Committee meetings shall be conducted in a spirit of openness, honesty, and collegiality. Each Director is expected to attend at least 75% of all Board meetings and conference calls and an equal percentage of the meetings of each committee to which the Director is assigned. Each Director is responsible for following up with the President of the Board on the substance of any meeting missed.

Each Director is expected to attend the Annual USIHC Member's meeting.
Each Director is expected to be active on the Board and assigned Committee email discussion groups. Unless prior notice is given or extenuating circumstances exist, Board members shall check their Congress related email daily.

3. Advocacy

Directors shall act as advocates for the USIHC among its members. In addition, Directors shall be supportive in promoting the organization to prospective members and within the community in general. In this regard, each Director shall make every effort to attend the Annual Members Meeting and any other functions designated as significant by the President of the Board.

4. Confidentiality and Communications

The work and deliberations of the Board and Committees are confidential; except to the extent decisions are publicly disseminated through the Board's authorized process.

The President of the Board and other duly authorized persons **shall** be the only official spokespersons for the organization. Any Director contacted by the media or others in regard to any matter related to the organization or the Board shall not comment on that matter and shall refer all inquires to such spokespersons.

5. Conflicts of Interest

The Directors shall exercise the utmost good faith in all transactions touching upon their duties to the organization and its property. In their dealings with and on behalf of the organization, they are held to a strict rule of honest and fair dealing between themselves and the organization. They shall not use the positions as Directors, or knowledge gained therefrom, so that a conflict might arise between the organization's interest and that of any individual Director.

A conflict of interest arises in any situation in which a Director (and his or her immediate family or employer) is involved in an activity that could adversely affect his or her judgment with respect to the business of the organization or otherwise diminish the interest of the organization. When such a conflict arises, the individual with the conflict is expected to disclose in writing the existence of the conflict.

Acknowledged as of _____.

(Director – Print Name)

| ITEM | Expense | Participants | Income | BUDGET AMOUNT PROVIDED BY |
|---------------|------------|--------------|------------|---------------------------|
| | | 14 | \$5,600.00 | L. Templeton |
| THORGIER | \$3,200.00 | | | A. Dannenmann |
| ALEX FEES | \$600.00 | | | A. Dannenmann |
| FACILITY FEES | \$400.00 | | | L. Templeton |
| THORGIER AIR | \$395.00 | | | A. Dannenmann |
| ALEX AIR | \$400.00 | | | A. Dannenmann |
| FOOD | \$450.00 | | | L. Templeton |
| CAR | provided | | | L. Templeton |
| ROOM | provided | | | L. Templeton |
| | \$5,445.00 | | | |

(Director – Signature)

Kevin will share the rubric he is working on with the board email list

NEW BUSINESS

Sport Seminar Budget

The original budget was:

Actual Expenses and Income were:

| ITEM | PROJECTED | ACTUALS | DIFFERENCE | NOTES |
|---------------|------------|------------|------------|------------------|
| THORGIER FEE | \$3,200.00 | \$3,738.91 | \$(538.91) | |
| ALEX FEES | \$600.00 | \$400.00 | \$200.00 | ALEX 2 DAYS VS 4 |
| FACILITY FEES | \$400.00 | \$400.00 | \$- | |
| THORGIER AIR | \$395.00 | \$421.95 | \$(26.95) | |
| ALEX AIR | \$400.00 | \$784.60 | \$(384.60) | CHANGE OF FLIGHT |
| FOOD | \$450.00 | \$451.59 | \$(1.59) | |
| CAR | \$- | \$83.12 | \$(83.12) | ALEX RENTAL CAR |

| | | | | |
|------------------------|------------|------------|--------------|---|
| ROOM | \$- | \$- | \$- | |
| FUEL | \$- | \$25.45 | \$(25.45) | ALEX RENTAL CAR |
| DOMESTIC FLIGHT | \$- | \$59.56 | \$(59.56) | THORGIER FROM LA TO PDX |
| TRAIN | \$- | \$29.59 | \$(29.59) | THORGIER FROM HOME TO AIRPORT |
| COPIES | \$- | \$44.80 | \$(44.80) | FOR TESTS / SCORE SHEETS |
| RIDER FOR LIVE JUDGING | \$- | \$450.00 | \$(450.00) | AIRFARE FOR RIDER, RED FEATHER PAID FOR UBER (\$130) AND \$200 FOR TIME |
| | | | | |
| EXPENSES | \$5,445.00 | \$6,889.57 | \$(1,444.57) | |
| INCOME | \$5,600.00 | \$6,000.00 | \$(400.00) | |
| | | \$(889.57) | | |

After discussing the reimbursement request and learning that the Education chair had not been notified of nor approved the expense in advance Kari made a motion to deny the request for reimbursement for expenses related to the rider for live judging, it was seconded by Alex. Leslie, Emily, Kevin, Will, Kari and Alex were in favor. Lori opposed and Jess had left the call.

MEETING ADJOURNED AT 8:47 EST (Will Covert)

NEXT MEETING TUESDAY, SEPTEMBER 11TH AT 8:00PM EST

USIHC General Membership Funds

| <u>5/31/18</u> | | <u>7/31/18</u> |
|-------------------------|-------------------------------------|---------------------|
| \$ 10,992.67 | Checking | \$ 2,371.84 |
| \$ 101,422.90 | Money Market | \$ 101,446.63 |
| \$ 10,081.25 | CDs | \$ 10,083.94 |
| \$ 122,496.82 | subtotal | \$ 113,902.41 |
| \$ (5,627.68) | Youth Fund | \$ (4,127.68) |
| \$ (4,000.00) | Judge Scholarship Fund | \$ (4,000.00) |
| \$ (3,727.85) | World Champ. Team Fund | \$ (3,727.85) |
| \$ 109,141.29 | USIHC Unrestricted Membership Funds | \$ 102,046.88 |
| | Blood Profile Funding Refund | \$ (5,000.00) |
| | Net Decrease from 5/31/18 | |
| | | -\$7,094.41 |
| <u>12/31/17 Balance</u> | <u>Net Decrease from 12/31/17</u> | |
| \$ 109,439.63 | | -\$12,392.75 |

08/10/18

United States Icelandic Horse Congress Inc.
Balance Sheet Standard
As of July 31, 2018

| | Jul 31, '18 |
|--|-------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| Associated Checking acct. | 2,371.84 |
| Associated Money Market Acct. | 101,446.63 |
| Total Checking/Savings | 103,818.47 |
| Other Current Assets | |
| CD ownd by USIHC mature 10/7/19 | 2,000.00 |
| CD ownd by USIHC mature 10/7/20 | 2,000.00 |
| CDs for Judge Scholarship Fund | |
| CD-matures 10/5/18 | 3,083.94 |
| CD-matures 4/13/20 | 3,000.00 |
| Total CDs for Judge Scholarship ... | 6,083.94 |
| Total Other Current Assets | 10,083.94 |
| Total Current Assets | 113,902.41 |
| Other Assets | |
| Blood Profile Funding Refund | -5,000.00 |
| Total Other Assets | -5,000.00 |
| TOTAL ASSETS | 108,902.41 |
| LIABILITIES & EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Other Current Liabilities | |
| Unexpended Judge Schlshp. Fund | 4,000.00 |
| Unexpended World Champshp F... | 3,727.85 |
| Unexpended Youth Funds | 4,127.68 |
| Total Other Current Liabilities | 11,855.53 |
| Total Current Liabilities | 11,855.53 |
| Total Liabilities | 11,855.53 |
| Equity | |
| Opening Bal Equity | 96,926.56 |
| Retained Earnings | 12,513.07 |
| Net Income | -12,392.75 |
| Total Equity | 97,046.88 |
| TOTAL LIABILITIES & EQUITY | 108,902.41 |

**United States Icelandic Horse Congress Inc.
Income & Expense report
June through July 2018**

| Income | | Expense | |
|--|----------|--|-----------|
| Breeding Committee Income | | Breeding Committee Exp. | |
| Evaluation-FEIF fees | 125.00 | Breeding Comm. Equipment Exp. | 577.89 |
| Competition Inc. | | | |
| Sanction Competition fee | 150.00 | | |
| Education-Riding Badge | | Education Seminar exp. | |
| Riding Badge Inc. | 38.54 | Judging Seminar exp. | |
| | | 2018 Sport Judge Seminar | 439.57 |
| Interest Income | 39.42 | | |
| Leisure Committee Income | | Funding Programs | |
| S2SS income | 18.00 | Flagship Funding exp. | |
| | | Flagship Event - Evaluation | 660.00 |
| Membership Related Income | | Leisure Committee Expense | |
| Farm Listing | 106.81 | S2SS 2018/19 program expenses | 185.00 |
| Membership Dues | | Sea2ShiningSea 17/18 expense | 58.96 |
| Family Memberships | 502.18 | Total Leisure Committee Expense | 243.96 |
| Individual Memberships | 1,699.59 | | |
| Youth membership | 168.40 | Membership Related Expenses | |
| Total Membership Dues | 2,370.17 | Administration | |
| | | Mbshp. Postage | 10.00 |
| Quarterly Inc. | | Toll Free line | 25.90 |
| Quarterly Adv. Inc. | 899.49 | Website | 6,766.95 |
| Quarterly back issue sales | 20.00 | Total Membership Related Expenses | 6,802.85 |
| Total Quarterly Inc. | 919.49 | | |
| Total Membership Related Income | 3,396.47 | Regional Club Clinic exp | 1,500.00 |
| Registry Income | | Registry Expenses | |
| Registration fees | 412.23 | Clerical for registry | 33.00 |
| Transfer fees | 369.82 | | |
| Total Registry Income | 782.05 | Youth Committee Exp. | |
| | | FEIF Youth Cup Exp. | |
| | | 2018 FEIF Youth Cup Exp. | 1,386.62 |
| Total Income | 4,549.48 | Total Expense | 11,643.89 |

Net Income (Loss) : -7,094.41

United States Icelandic Horse Congress Inc.
Income & Expense Report
January through July 2018
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| <u>Income</u> | | <u>Expense</u> | |
|----------------------------------|------------------|--|-----------------|
| Breeding Committee Income | | Breeding Committee Exp. | |
| Evaluation-FEIF fees | 125.00 | Breeding Comm. Equipment Exp. | 657.21 |
| | | Breeding Committee Exp. - Other | 500.00 |
| | | Total Breeding Committee Exp. | <u>1,157.21</u> |
| | | | |
| Competition Inc. | | Competition Comm. Expense | |
| Sanction Competition fee | 225.00 | National Ranking Award Expense | 629.73 |
| | | World Championship Expenses | |
| | | WC 2017 Holland Exp. | 10.31 |
| | | 2017 FEIF WR Fee | 287.86 |
| | | Total Competition Comm. Expense | <u>927.90</u> |
| | | | |
| Education-Riding Badge | | Education Seminar exp. | |
| Riding Badge Inc. | 135.04 | Judging Seminar exp. | |
| | | 2018 Sport Judge Seminar | 439.57 |
| | | | |
| Interest Income | 131.34 | FEIF Conference exp. | |
| | | FEIF 2018 Conference exp. | 1,234.54 |
| | | FEIF Conf. Airfare exp. | 2,400.00 |
| | | Total FEIF Conference exp. | <u>3,634.54</u> |
| | | | |
| | | Funding Programs | |
| | | Flagship Funding exp. | |
| | | Flagship Event - Evaluation | 660.00 |
| | | | |
| Leisure Committee Income | | Leisure Committee Expense | |
| S2SS income | 26.00 | S2SS 2018/19 program expenses | 185.00 |
| | | Sea2ShiningSea 17/18 expense | 1,139.11 |
| | | Total Leisure Committee Expense | <u>1,324.11</u> |
| | | | |
| Membership Related Income | | Membership Related Expenses | |
| Farm Listing | 2,041.55 | Administration | |
| | | Mbshp. Postage | 92.32 |
| | | Office/Supplies Exp. | 3.49 |
| | | Total Administration | <u>95.81</u> |
| | | | |
| Membership Dues | | Annual Meeting Exp. | |
| Family Memberships | 4,617.68 | 2019 Boston Annual Meeting exp. | 2,000.00 |
| Individual Memberships | 10,453.90 | 2018 Denver Annual Mtg. exp. | 2,307.32 |
| Youth membership | 303.12 | Total Annual Meeting Exp. | <u>4,307.32</u> |
| Total Membership Dues | <u>15,374.70</u> | | |
| | | | |
| | | FEIF related expenses | |
| | | FEIF Mbshp fees | 2,635.14 |

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Income & Expense Report
January through July 2018
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| Income | | Expense | |
|--|-----------|--|-----------|
| Quarterly Inc. | | Quarterly Expenses | |
| Quarterly Adv. Inc. | 4,386.24 | Graphics | 2,000.00 |
| Quarterly back issue sales | 20.00 | Postage for Quarterly | 957.69 |
| Total Quarterly Inc. | 4,406.24 | Quarterly Printing | 4,830.83 |
| | | Total Quarterly Expenses | 7,788.52 |
| | | Toll Free line | 90.65 |
| | | Website | 6,766.95 |
| | | WorldFengur Exp. | 1,872.64 |
| Total Membership Related Income | 21,822.49 | Total Membership Related Expenses | 23,557.03 |
| Other income | -0.30 | Promotional Exp. | |
| | | Ambassador award | 285.00 |
| | | Promotion Material Printing exp | 254.25 |
| | | Promotional Advertising | 745.01 |
| | | Promotional postage expenses | 79.24 |
| | | RC Co-op promo exp. | 590.00 |
| | | Promotional Exp. - Other | 213.77 |
| | | Total Promotional Exp. | 2,167.27 |
| | | Regional Club Clinic exp | 1,500.00 |
| Registry Income | | Registry Expenses | |
| Duplicate Registration fees | 100.00 | Clerical for registry | 1,617.00 |
| Late Stallion Report fees | 396.80 | Reg. WorldFengur Sbscrptn exp. | 141.57 |
| Registration fees | 2,006.95 | Registry Office supplies | 93.48 |
| Transfer fees | 1,313.54 | Registry Postage | 368.61 |
| Total Registry Income | 3,817.29 | Total Registry Expenses | 2,220.66 |
| USIHC Non-Member fees | 197.24 | Youth Committee Exp. | |
| Youth Committee Inc. | | Spaeri Award | 150.00 |
| Youth Cup Tryout Fees | 600.00 | FEIF Youth Cup Exp. | |
| | | 2018 FEIF Youth Cup Exp. | 1,733.56 |
| | | Total Youth Committee Exp. | 1,883.56 |
| Total Income | 27,079.10 | Total Expense | 39,471.85 |

Net Income (Loss) : -12,392.75