

**BHAM MEETING MINUTES (DRAFT)**  
**MARCH 8, 2009**  
**MICHIGAN STATE UNIVERSITY**  
**EAST LANSING MICHIGAN**

**BOARD MEMBERS PRESENT:**

Ray Warner  
Heidi Gautz  
Lisa Watts  
Bill Cox  
Kaitlynn Watts  
John Hull  
Deb Dudzinski  
Bev McCollum  
Betty Crowell  
Nancy Rich

**BOARD MEMBERS ABSENT:**

Paul Ferris  
Chris Holbin  
Rick St. Onge

**GUESTS:**

Robert Cox  
Linda Hull  
Kelly Kissane

Lisa called the meeting to order at 10:25 a.m.

**APPROVAL OF MINUTES:** Kaitlynn made a motion to approve the February, 2009 minutes; Betty supported. The minutes were approved as submitted.

**LIMITED PUBLIC COMMENT:** There was no public comment.

**PRESIDENT'S REPORT:** Ray said that Stallion Expo is coming up next week.

**VICE PRESIDENT'S REPORT:** No report.

**KELLY KISSANE** reviewed the bookkeeping methods that the Clinton County Fair Board utilizes in connection with Quick Books. The board took the time to ask Kelly questions while she was here. She agreed that she would be available for additional questions/support at our request.

**SECRETARY'S REPORT:**

Lisa passed around the Attendance Sheet.

Membership Cards were distributed to board members. Membership forms for those who haven't renewed were also distributed.

Committee Meeting Sheets were distributed and Chairs were requested to fill them out and return them to Lisa.

As board secretary, Lisa reminded everyone of the BHAM RULE: If you miss 3 consecutive meetings or 4 total meetings for the year and you could be removed from the Board of Directors. (Paul is exempted this year for some extenuating health issues.) Ray said he would speak with Chris to find out what his intentions are.

Everyone had an opportunity to have input about ground rules. Ground Rules for BHAM board meetings were implemented as follows:

- Cell phones on vibrate
- Anyone has the right to request a break
- Agree to disagree
- Avoid sidebar discussions
- Square/Circle set up to hear everyone
- One speaker at a time recognized by the meeting facilitator
- Gavel will be utilized when appropriate
- Timer may be helpful
- Agenda Items/Treasurer Report distributed to everyone in advance of the meeting

**TREASURER'S REPORT:** Heidi submitted a treasurer's report and the Accountant's Review. Betty made a motion to place the treasurer's report on the record. John supported the motion and the motion passed. Heidi made a motion to pay the financial review bill for \$1,050 (\$800 for the review and \$250 for the tax preparation). Deb made a motion to pay the \$250 tax preparation and hold the \$800 until our internal audit is complete. Kaitlynn supported the motion and the motion passed.

Ray said he would like to form an advisory board with the following members: John, Deb, Heidi, Kelly Kissane, Ray, and Nancy. Kelly would work with Heidi to begin utilizing Quick Books (ledger accounts). The goal would be to have the ability to generate reports with line items beginning January 1 with bank reconciliations supporting the reports. **After Kelly and Heidi have an opportunity to get started the advisory board would available to meet and make any recommendations to the board in this regard.**

**OLD BUSINESS:**

Betty reported that she has been checking on show insurance. Ray said Ericka will name BHAM as a named insured on ShowMe's insurance policy. That satisfies Scott from MSU. We do not need to purchase additional insurance for the Showme shows.

We still don't have a show budget for weekend shows. That will be coming.

Bev has tentatively selected the vet to utilize for drug testing and **Bev will book them for our show dates.**

Ray reported that Judy has returned the laptop.

Ray said he has racks from Jan Gates to use at Stallion Expo.

**COMMITTEE REPORTS:**

WEBSITE: Nancy reported that the photo gallery is up and available. **Nancy will work with Heidi to get access to the Web to load point information.** Nancy was able to get the “number of hits” counter on the web site as well. Lisa made a motion to charge \$20 for a 90-day classified ad for non-members. Bev supported. Motion passed.

OLD BUSINESS:

**Deb mentioned that the sponsorship forms need to be simplified. Deb and Lisa will work on the sponsorship forms.**

The request for bids was posted for the Congress Secretary on our website.

**Rick needs to report on the 2009 vendor fees being assessed by Shiawassee County Fairgrounds.**

TRAIL: Deb said the risers she purchased last year were lost. Deb would like to purchase two more sets of risers @ \$24/set for \$50 total. **This item will be tabled until the April meeting.**

The 2009 trail rules have been amended.

JR. BHAM: Nancy is looking for team leaders. Heidi suggested that the point system be reevaluated.

SSS: Betty shows a balance \$825 left over from 2008. Betty sold 3 stallions and has turned the money over to Heidi.

AWARDS: Deb got a written quote from Tom—he is guaranteeing the same seven saddles/saddle racks for \$5,075 (same price as last year). Tom would like half down and the remainder due in August. Betty made a motion to pay half down \$2,537.50. Kaitlynn supported the motion. The motion passed.

CONGRESS: John made a motion to approve the Congress Show bill. Kaitlynn supported the motion and the motion passed. Heidi will submit the congress showbill to ABRA for approval. Kaitlynn moved to approve the congress entry form. Bill supported the motion and the motion passed.

BHAM REPRESENTATIVE: Kaitlynn would like anyone interested in running for youth rep to let her know so she can encourage those folks.

NEW BUSINESS:

Move in is 8:00 Friday morning at Expo. Badges will available at MSU.

If you purchase your membership at Expo you will get a free BHAM Congress T-shirt.

ADJOURNMENT: John made a motion to adjourn; Heidi supported and the meeting was adjourned at 3:10 p.m.

**The next meeting will be determined.**