

2023 Spring meeting Minutes April 16
Amherst Stadium, Amherst, NS

Attendees: (18 - 7 Directors, 11 members) Regrets from Leia and Nicole

Susan Hovey	Bertha Harrison	Jacqui Trim-Tupper
Christie Cox	Lucy Rudge	Karen Jonah-Brown
April Haliburton	Elwood Munroe	Jennifer McDonald
Carrilee Eddy	Donna Munn	Pam Rustige
Garnet Gallant	Lynn Beazley	Kim Dellacioppa
Bev Elliott	Sarah Tiller	Sylvia Gillies

Meeting called to order at 12:10 pm by Jacqui.

AGM 2022 Minutes read by Carrilee - reminder that ACTRA meeting minutes are emailed directly to members, included in Newsletters and can also be found on our website.

Motion to approve minutes as read was made by Kim, seconded by Donna Munn. Carried.

Reports:

Chair - offered by Jacqui

Secretary - offered by Carrilee

Treasurer - offered by April *modified after promise of support as needed from BoD

Rules - offered by Lucy

Publicity - offered by April for Nicole Mattatall

Christie - offered by Christie

All reports were accepted as presented - moved by Kim, seconded by Karen JB. Carried.

Old Business:

- Founding member, Garnet to provide list of rides for outside mileage to Statistician plus \$10 per ride to Treasurer as per vote by membership at 2022 AGM - April/Jennifer
Garnet gave cheque \$280 **ACTION: Garnet to send a list of the 28 rides to Statistician**
- Update from Constitution committee (Sylvia & Susan, Elspeth resigned) - tabled to AGM
- ACTRA logo including "Distance Riding" for award jackets/blankets - Lucy/Nicole
Lucy confirms Fundy Textile & Design has our official logo on file. They have offices in Truro at 189 Industrial Avenue (1-800-790-7900); Moncton, by appointment at 601 St. George Blvd. (1-888-970-4040); Burnside at 201 Brownlow Avenue, Unit 17 (1-866-389-8500) and South Shore by calling 1-902-497-2535 or emailing Emily at edentremont@fundytextile.ns.ca
- Dr.Sarah Tiller clinic done and newsletter feature of Dr.Tiller - Members thanked Christie with a round of applause and cheers for hosting this clinic and taking the challenges well in stride.
ACTION: feature - Leia to include in newsletter.
- Rule Clarification for AERC-sanctioned ACTRA rides - AERC will not sanction a ride unless ACTRA follows AERC ride rules. Sylvia expressed her intention to ask ACTRA to consider removing Rule 3.8.8 and will present a report 30 days before AGM for membership consideration. Sylvia was reminded BoD contact email addresses are on the Members Only - ACTRA FB group and on ACTRA website there are email addresses for Secretary, Treasurer, Sanctioning and Publicity Director who can forward to the other directors.

- Terms for current board members - Jacqui/Bev - tabled to AGM. ACTION: Board will send to Susan for Constitution committee once clarified. ACTION: Bev will send Chair the research she did for the 2022 AGM on the terms.
- Equine Review - Nicole - See Publicity report. Members asked for volunteers to take on this booth as it's felt to be a very helpful promotion opportunity. Jennifer will spearhead and take the PR box and other members offer their help. April issued a cheque to Jennifer to pay for the booth.
- Member engagement email suggested by Chester - ACTION: Carrilee to take the lead - Nicole/Leia to give Secretary email addresses for as far back as she/they have.
- ACTRA bank account signing authority - Lucy & April & Jacqui to meet and address
- Pam suggested someone contact Pony Club, Sylvia offered material she has used for 4-H to promote distance riding. No volunteers for the lead on this idea.
- Intro Endurance Rides - continue/end trial period? add to ACTRA rides/rulebook? - Much excited discussion by members: Is a control check under 15 miles necessary? We have loops on rides now that are 15 miles with no control check. There was appreciation expressed by experienced distance riders who, for various reasons, enjoy this type of "fun" ride. (as opposed to "intro"). Sylvia to present a motion at the AGM to add the ride to ACTRA rulebook, will continue for this ride season.
- Halter plates & Certificates - will stop doing halter plates over 500 miles. Patches will be given out until gone.

New Business - including items from the floor:

Nothing from the floor, nothing emailed to Secretary

Attendees were invited to Garnet's for refreshments Many thanks to Garnet!

AGM date is Nov.18/23 as per Rule 8.1.2 (location to be determined)

Motion to adjourn made by Elwood and seconded by Susan at @ 2:07pm

Respectfully submitted draft for approval at AGM by Carrilee Eddy April 18, 2023

Chair report:

Attended NSEF Clubs meeting. Interesting to note the observations of other clubs around memberships and activities. There are often grants for clubs - usually for capital investments (ie grounds or equipment) wondering about whether there's anything we could apply for? Handheld HR monitors? Signage? Where would we keep it? How would it get from competition to competition? Who would store it over the winter?

NSEF has a new computer program for use of competition organizers - We're going to try it out for Spring Into Stanley

I have sent info about the Waugh River Clinic to NSEF and Atlantic Equine Events Page and also Spring Into Stanley - if we can get info from ride managers at least a month before their event - these can be sent in for extra advertising.

Exciting to have new rides this year at Waugh River Stables - variety of rides so we can all find something we want to do!

Rails to Trails in West Hants - didn't get to their meeting but Lucy did. Sounds hopeful.

Lots of talk around the board table about encouraging new members both to try a ride and how to get them to come back. What makes them feel satisfied, welcome, and the 'can't wait to do it again' mode.

I am VERY happy to report that the board has been working together and has had many good constructive discussions. I started a private board facebook group to help organise the various topics of discussion.

I had asked the chair of the CNHP to find out how many miles of trails they have - probably not going to happen this year due to hurricane damage on their trails - unknown when they will be cleared. They have parking - camping area - lights- water - bathrooms - and stabling for newbies who are nervous about camping. Didn't ask cost to rent these parts of the facility. Thinking it could be a good spot for a clinic? And a mock rider? If the trails are too short for a real competition.

Equine Review booth under discussion - PR Nicole spearheading.

Jacqui Tupper
ACTRAchair@gmail.com

Secretary Report submitted by Carrilee Eddy

- Received actrasecretary@gmail.com access from previous Secretary, Christie Cox
- Ensured all Directors have access to ACTRA website
- Facilitated ACTRA website access for Director Leia King, Newsletter
- Provided Treasurer with names and contact info for Members Only - ACTRA FB group
- Provided CR Software same for addition to Contact tab on ACTRA website
- Added AGM minutes to website
- Added January Newsletter to website
- Currently working with CRS for a reminder on how we give current members access to website to add pictures to the Gallery, comment on same and to utilize Classified Ads tab, if they choose. As ACTRA point person for CRS, we continue to work to keep the website a valuable tool since its launch in 2014, thanks to many hours and work by volunteers. Thanks to CRS - Roy & Rene - for their continued support for ACTRA
- Created 2023 Spring Meeting Agenda after putting out a call for Items for New Business
- Finds Board communication best when conducted on the Private ACTRA Board FB group

ACTRA Spring 2023

Beginning Balance November 1, 2022 7096.87

Revenue:

Memberships 2022 50.00

Memberships 2023 685.00

Mount Registrations 25.00

Total Revenue: 760.00 760.00

Expense:

Capri Insurance 385.00

Equestrian NS Club Membership 50.00

NBEA Club Membership 40.00

CR Software Inc. Web Hosting 106.94

Coastal Inn AGM Meeting Room 212.75

AGM Snacks 29.97

Garnet G. Carters Sports Engraving 55.20

Statistician Awards 538.05

Sanctioning 212.69

Jacqui Tupper Engraving 34.50

Treasurer personal cash to make change 5.00

Scotiabank Service Charges 39.25

Total Expense : (1709.35) (1709.35)

Balance Ending April 14, 2023 6147.52

Treasurer Report Spring 2023

In Addition to the Balance Sheet provided, this winter saw a Clinic hosted by Christie Cox with clinician Dr. Tiller. 20 registrants at \$25 each totalled \$500 which was held in the ACTRA account temporarily until reimbursing Christie that amount to cover her personal expenses for the room (Wandlyn Inn 199.25) and catering (Art of Eating \$391.50). Her personal loss of \$90.75 ensured no cost to ACTRA.

At the AGM it was decided to change our banking to include 2 to sign and Chair Jacqui Tupper to be added to the account. Nothing is ever that simple. Cannot be done with the existing account. Jacqui was able to do some of the paperwork at a Scotiabank branch local to her and then I had a meeting with Small Business Advisor, Charles Nearing, at Elmsdale Branch with Jacqui in attendance via speakerphone.

We will be set up with Scotia Connect for businesses. Anybody can deposit, that part will remain the same, but to send an e Transfer the Chair will receive a notice that a bill is waiting for her approval to allow payment to go through, for example payment of Vet Incentive to a ride manager. Regular expenses such as NBEA fees, it is my understanding that they can be set up in a transfer similar to but not quite an eTransfer?

Debit card will no longer work..it is how I've paid

hotels for meeting rooms, by paying at the desk prior to leaving. Mr. Nearing recommended for those type of payments setting \$500 or so in a GIC so an ACTRA VISA can be used so those on the spot payments can be made. Otherwise both of the two to sign must be present to sign a cheque or the Treasurer can pay the bill out of her own personal account and be reimbursed(I would not be willing to do that).

I see a greater burden of responsibility for the treasurer which has already been becoming heavy and at this time I am also announcing my resignation from the position of Treasurer to be effective immediately, will do what I can to facilitate a smooth transition to whoever is chosen to take over the Treasurer position.

Once the Scotia Connect account is set a change of officer will be handled by adding a third person to the account so the leaving Director can then be removed, thus there will always be two connected to the account. I have already emailed Mr. Nearing to inform him of my intention but he wont get the message until business resumes on Monday, he may have some advice to offer.

Regards,

April Haliburton

Membership report for April 2023 - Nicole Mattatall

So far for 2023 we have 17 single memberships.

5 family memberships totaling 12 more members for a total of 29 memberships

Of those 29, 2 are new members. And 2 are juniors

Rules Report

There were no rule changes or updates made at the 2022 AGM.

I attended a public engagement meeting in my area to discuss the recent purchase of a former Dominion Atlantic Railway line by the West Hants Regional Municipality.

The meeting was well attended by all user groups including equestrians.

It was announced at end of the meeting that the trail will be open to all users.

Respectfully submitted

Lucy Rudge
Rules Director

Public Relations report for April 2023

I started the club its own Instagram account. I will add pictures as I get to rides, I also add calendar and other events Info too. If anyone wants to submit any pics feel free to email them to me. Or you can take the page in your pictures and I'll save and add them that way too.

The account is called ACTRA Club.

In regards to having a booth at any horse events for 2023,

I'm going to suggest we don't do equine review this year. I think that money would be better spent buying more things to use at things like that. (And give me time to find the missing items we DO have)

We definitely need a banner and business cards.

I will work on gathering up what we do have and make a list of what there is when I get it together. I will also research what we need and costs and put it on the agenda for fall to discuss and ask for a small amount of funding for some PR items.

Thanks ,
Nicole Mattatall

Sanctioning Report - 2023

It is nice to see things looking up for 2023.

So far we have 8 ride weekends planned:

Spring into Stanley – May 28 – IDR – 15 miles

Waugh River Ride– June 17 – 18 – CTR/IDR – TBD

West Tata Trot – July 8 – 9 – CTR/IDR/Ride N' Tie – TBD

McDonalds Ride – July 22 – LD/END – 25-30/50

The Big Axe – Aug 19 – LD/END/INTRO – 50/25/13

Red Dirt Run – Sept 2-3 – END/IDR – 50/15 – **CANCELLED**

Milk Run Ride – Sept 9 – END/LD/INTRO – 50/25/10

Waugh River Run – Sept 16 – END/LD/JP – 50/25/15

I am finding that the sanctioning forms are not getting filled out properly. There needs to be **ONE** form per ride day. I have made a Google Form that will alleviate some of the confusion. Once we decide if the Into to Endurance rides are going to be continued or not, I will push it out. I will still be accepting forms, but this will be a lot easier to fill out than the fillable form available now.

I would also like to see sanctioning requests start from a date in the spring and go to a certain date in the fall e.g., April 1 – October 1. I would also like to see if forms are not filled out properly the requested weekend will be held for two weeks to get the forms in, if not passed in that weekend will be back up for grabs.

Regards

Christie Cox
ACTRA Sanctioning