NADC

July 2, 2026 Zoom Meeting

Attendees: Beth, Tristan, Lisa, Rebecca, Kay, Kate, Sabine

Call to Order 6:45pm - Meeting minutes approved

The board meeting focused on organizational updates and planning for upcoming events. The group discussed implementing new transparency measures, including posting meeting minutes and treasurer reports on the website, with plans to transition to QuickBooks accounting software. Beth was appointed as acting VP until the end of the year, and the board reviewed the status of DNO insurance coverage that needs to be secured before the schooling show. The July 18th schooling show was confirmed as full with 26 entries, and the September show will be held at American Ranch as previously secured. The board addressed the need for a clinic coordinator position, with multiple members volunteering to serve on a clinic committee rather than having one person handle it alone. The meeting also covered updates on the recognized show preparations, including plans to use class sponsorship money for the judges stand, and discussed the need to develop annual sponsorship packages for 2027.

Next steps

Beth

Follow up with Markel for the DNO insurance quote and email the board once received for a vote to proceed.

Reach out to Cincinnati Insurance Group for a DNO insurance quote as an alternative.

Remove herself from the bank account as per the board's decision.

Follow up with Sandra and Courtney regarding sponsorship needs.

Send all collected email addresses to Kate for review and potential group setup.

Kate

Assist Rebecca in setting up QuickBooks once the subscription is purchased.

Take on the role of show manager for the September schooling show, with Beth as backup if Kate is unavailable.

Research alternatives to MailChimp (e.g., using Outlook groups) for managing email communications and consider setting up specific email addresses for different tasks.

Kay

Manage volunteer coordination for the September schooling show.

Lisa

Send out the draft bylaws, operating procedures, and code of conduct to all board members who haven't received them yet.

Prepare a final draft of the bylaws, operating procedures, and code of conduct for voting after the one-week review period.
Use class sponsorship money to cover the remaining cost of the judges stand for the recognized show.
Prepare a proposed budget for the remainder of the year and the following year for the next meeting.

Rebecca
Research the cost of a QuickBooks subscription for the nonprofit and report back to the group.
Transition financial tracking from spreadsheets to QuickBooks.
Create a separate spreadsheet for show entry dollars versus contributions for proper recognition.
Inform Jonathan that he is the lead for parking coordination at the recognized show.

Sabine
Contact Teresa Reese regarding the parking coordinator role for the recognized show.

Tristan
Update the website and coordinate with Leslie Sherlin to ensure the ADA calendar reflects that the September schooling show will be at American Ranch.

Collaboration

All Board Members: Review the draft bylaws, operating procedures, and code of conduct within one week and send comments/questions to Lisa via email.
All Board Members: Think about and discuss ideas for membership structure, cost, and value for the 2027 competition year.

Summary
Company Culture and Drought Discussion
The meeting began with participants waiting for the agenda to be shared, which Tristan eventually received and distributed. The conversation shifted to personal topics, with participants discussing drought conditions and water restrictions affecting their gardens and local vegetation. The discussion concluded with agreement on the importance of maintaining a positive company culture as the organization expands.

Show Judge and Leadership Updates
The group discussed an upcoming show where Renee Johnson will be the judge, with Michelle Coombs offering to provide training. They also talked about the challenges of competing with warmblood horses and noted that judges are becoming more open to other breeds. The conversation ended with Lisa announcing that Beth would serve as acting VP until the end of the year, with Beth preferring to use the title "Pro Tem" instead.

Bylaws and Financial Planning Review
Lisa proposed giving everyone a week to review Beth's draft bylaws, operating procedures, and code of conduct, with final voting to occur after email discussions rather than waiting for the next meeting. She also requested that meeting minutes and treasurer's reports be posted on the website monthly, with Rebecca agreeing to provide simple financial reports showing cash flow and donations. The group discussed how to account for the $3,251.24 in funds, with plans to track expenses including Dolly Hannon's costs and potential profits from schooling shows that would go toward the awards banquet.

QuickBooks Implementation and Financial Updates
The team discussed implementing QuickBooks accounting software, with Kate and Lisa expressing support for the widely accepted platform. Rebecca agreed to research subscription costs and coordinate with Kate to set up the system. Rebecca also provided an update on financial status, reporting a current balance of $9,017.50 with ongoing show entries and sponsor contributions being tracked. Beth provided an update on DNO insurance, noting that the submission has been made to Markel with ADA paying $1,500 for their annual coverage.

Insurance and Funding Progress Update
The group discussed moving forward with insurance coverage, with Beth planning to email everyone once pricing is received early next week for approval. The team reviewed funding progress, including a $775 golf package and significant donations from various individuals including $2,000 from Theresa Reese and $1,000 from Debbie Carson. The schooling show was confirmed as full, with Beth managing payments from participants and noting one potential scratch, while Lisa offered to fill any openings with her own horse if needed.

Clinic Chair Role Discussion
The group discussed the need for a clinic chair to coordinate horse riding clinics, with Lisa explaining the role involves coordinating with clinicians, managing schedules, and handling participant communications. Several members expressed interest in the role or willingness to serve on a clinic committee, including Sabine, Tristan, and Rebecca. The group agreed to discuss appointments for the clinic chair position at their next meeting, allowing everyone time to consider the commitment involved.

Clinic Scheduling and Email Management
The group discussed organizing upcoming clinics, with Beth securing Heather Blitz for September 4-6 and Dolly Hannon for September 25-27 at her facility. They discovered a scheduling conflict between Heather Blitz's clinic and their September 5th schooling show, which Beth will resolve by canceling one of the dates. The meeting also addressed the need to replace their MailChimp account after it was shut down due to security concerns, with Kate offering to research alternative solutions including using Microsoft Outlook groups to manage the over 500 email addresses they currently have.

Show Planning and Roles Update
The meeting focused on updates and decisions regarding the recognized show and upcoming events. It was decided to remove Beth from the bank account, with Rebecca and Lisa confirming the typical roles of president and treasurer on bank accounts. Sabine reported that

most volunteer positions for the recognized show were filled, except for the parking coordinator role, which Jonathan will handle. The group agreed to use class sponsorship money to fund the judges' stand, with Rebecca confirming Jonathan's approval to proceed. For the September schooling show, it was confirmed to be held at American Ranch, with Kay taking on volunteer coordination and Beth and Kate managing the event. The team also discussed the need to develop a membership and sponsorship strategy for 2027, with Beth tasked to follow up on sponsorship details.