

**DRAFT – 1/20/16**  
**THE AMERICAN DRIVING SOCIETY, INC.**  
**BOARD OF DIRECTORS' MEETING - MINUTES**  
**January 16, 2016 – Lexington, Kentucky**

President Mike Arnold called the meeting of The American Driving Society's Board of Directors to order at 9:00 a.m.

**Roll Call / Secretary's Report**

Officers and Directors in person: Mike Arnold, Dan Rosenthal, Bill Lawson, Ann Davis, Lynn Simpson, Lynne Palmer, John Freiburger, and Linda Yutzy

Directors connected via Internet: Heidi Ferguson, Francine Arrington, Veronica Campbell, Leona Anastasi, Deborah Bridges, Ruthie Graves, Jeff Morse, Marc Johnson, Elaine Kendig, Tracey Morgan, Diane Koopman, and Audrey Bostwick.

The Secretary reported that there were 20 members in attendance, meeting the required minimum quorum of 9 members (1/3 of 26 positions).

Also attending were Honorary Directors Kelly Valdes, Natasha Grigg, Hardy Zantke (via internet), and Ann Pringle (via internet).

**Agenda Review**

There were no requests for change to the agenda.

**Approval of Minutes from Board of Directors Meeting October 22, 2015**

The President asked if there were any corrections. Hearing none, he stated that the minutes were approved as submitted.

**ADS/USEF**

The President introduced the new USEF President Bill Moroney and USEF staff member Joe Mattingley who is in charge of USEF Affiliates. Both representatives made brief comments.

The President made comments on the meeting held the previous day (January 15):

- \*The ADS was represented by himself and Natasha Grigg, and he reported a productive meeting.
- \*The ADS will have access to dedicated USEF resources, including legal, and veterinarian advisors
- \*The USEF has adopted a new policy and handbook on "Safe Sport", a program recognizing, reducing and responding to misconduct in equine sports. He recommend that the program be adopted by the ADS and ask ADS officials to take the online USEF course (at no cost).
- \*He supports the adoption of "Endorsed USEF Competition" that allows USEF/ADS members to gain competitive points.
- \*ADS Licensed Officials may better utilize USEF tools.
- \*The President reports that the ADS needs to look seriously at "drug testing" for competitions.
- \*The ADS may work with USEF's new marketing director.

Natasha Grigg also made these additional comments:

- \*The USEF is the “Mother Ship” and the ADS needs to reconnect with the USEF, including a new affiliate contract.
- \*The ADS needs to consider USEF endorsed competitions and drug testing.
- \*The creation of the new ADS website, including the online omnibus, is very positive, providing a benefit to members and efficiencies to the ADS office.
- \*The ADS has been shrinking, and this needs to be reversed.
- \*Emphasis needs to be given to Pleasure Driving as well as Combined Driving.

*Dan Rosenthal moved that the ADS/USEF Affiliate Discussion Committee (Mike Arnold, Natasha Grigg and others as needed) formulate, for Board of Directors review and approval, a refined definition of the ADS/USEF affiliate relationship that will potentially include items such as an agreement about USEF endorsed competitions, licensed officials structure optimization, drug testing, safe sport policy support and improved paths of communication, completing said agreement by the time of the USEF annual meeting in 2017. The motion was seconded.*

After discussion, *the motion was approved.*

### **President’s Report**

The President made brief comments that included ADS office staffing, the decision on the Whip editorial responsibility, and the trends in ADS membership.

### **Treasurer’s Report**

Treasurer Bill Lawson made comments from a written report:

Fiscal year 2015 is behind us. With the year recently closed the financials included as part of this report are through November 2015. While 11 months shows an operating loss, I expect the year-end numbers to be in positive territory. The short reason for this is fund raising activity that has taken place in the closing month of 2015. In addition these results have been materially affected by operating as we have for some time without an executive director.

We have, in my opinion, three major areas of concern as we begin 2016. The first is the recent resignation of the editor for the Whip. This has resulted in a general review of how our Flagship magazine will be managed going forward. The second is the ongoing review of staffing needs for the Wisconsin office. And last but certainly not least is the subject of fundraising. How this is structured and pursued going forward is critical to our financial health. All of these concerns will affect the final results of the New Year and consequently will become part of the discussion during the budget approval process for 2016-17.

For consistency the structure of the November financials is similar to prior 2015 reporting but the plan is to make modifications in 2016. As outlined in the 2016 budget notes there are some changes in approach incorporated in the proposed budget. Past budgets were generally limited to the operational accounts of the ADS with fundraising treated separately. This year the Endowment earnings as well as a minimum fundraising goal are line items in the budget. In addition proposed disbursements in the form of grants to third parties is also included. For the full detail please review the budget material included with this report.

As a final note, I would be remiss if I didn’t mention the troubling ongoing trend of declining membership. This is an issue that has spanned many years so is certainly not a new subject. The 2015 budget called for membership revenue equal to 2014 results. With the year now over we came in a few percentage points below budget. The shortfall is not dramatic but unfortunately still on the wrong side of the mark.

The audit will start as soon as 2015 financials are complete. This will allow the ADS to meet state registration deadline for fundraising.

## **Unfinished Business**

### SW REGIONAL DIRECTOR

Staff member Stacy Carlson reports that the office has received no recommendation from SW region clubs for a regional director. The President asked staff to continue the effort.

### ACCOMODATIONS PROCESS

The President explained that the ADS is to develop a simple process and form for an individual who needs some accommodation at competitions. He is working on the program and will ask the LOC to assist in getting this done.

## **Special Committees**

### ANNUAL APPEAL

Chair Kelly Valdes made comments from her written report.

This all started after the May 21 Board Meeting. The purpose was to work on all aspects of the annual appeal for the ADS. We started with writing the appeal letter. The first letter was rejected by the Executive Committee. The second letter was in the process of a rewrite but time was running out. A final letter appeared and was mailed. This letter was nothing like I had imagined and was what I was trying to avoid. So be it.

The next step was for the office to get a list of life members and remaining members on excel sheets with address and phone numbers. I then reached out to the Board members to help in calling the membership, discussing the annual appeal and encouraging them to support the ADS operations. The response was poor and very little help came from Board members to make 25 phone calls apiece. I did get a group together to help, and we got some done but not all. I will admit that members were very pleased to hear from a representative of the ADS.

The next glitch was that members wanted to give money on the web site. It was not an easy task and way more difficult than it should be. This needs immediate attention and change. When someone gives a donation of any amount there should be a handwritten note thanking said person. The way it happens with the ADS is, when you give on line you receive a generated letter thru the store. There is also a tax letter that is sent out to you with a fake signature on it from the President, but no personal letter as of yet. This also has to be corrected.

Why should anybody want to give again if they were not properly thanked the last time? Fundraising is continuous and never ending. It also should be near the top of what is extremely important to this society.

I would like to recommend that fund raising go back to the development committee where it belongs, and I will also rejoin to continue helping.

Chair Valdes report that as of January 5, the appeal had raised \$31,872, with donations by one hundred and twenty-eight members.

### PUBLICATION GROUP

Chair Ann Davis made comments regarding the work toward the decision on how the ADS will manage the editing function of the Whip.

With the resignation of the contract editor of The Whip, this group focused on developing a plan to replace the editorial functions. The group developed four scenarios and received proposals on two.

#### ***1. Hire a new Contract Editor***

1.a. Hire a new Contract Editor – This would be the same scenario that we have now, an independent contractor, part-time editor. Presumably we would offer the same compensation, \$1782 per month or \$5346 per issue. Graphic design, printing, and mailing would continue to be managed by the ADS office. A separate commissioned advertising sales representative would be contracted to assume full accountability for advertising sales.

b. Combine Editor and Advertising Roles – This would be similar to 1.a with the added advertising sales representative position. It is relatively common for small publications to have one person who determines and collects content in addition to selling advertising. The ADS had been accepting application for a commissioned advertising sales representative, but delayed the project when the editor resigned. Compensation would be part contract and part commission to increase the incentive to sell advertising.

Costs to produce *The Whip* as it stood November 2015 (per year):

Editorial Services (includes writing one article/issue) - \$21,384

Design Services - \$14,000

Printing - \$22,000

Postage - \$4000

Total per year - \$61,834

Advertising Revenue (*Whip* Only) - \$11,200

Grand Total- \$50,634\*

\*Based upon 2300 distribution, \$22 per member for four issues; based upon 2100, \$24

## 2. Merge with Existing Publication

Proposal from Ann Pringle, *Driving Digest*, was received and reviewed

## 3. Contract with Equine Journal

*The Equine Journal* is a publishing group that manages and produces several smaller niche publications. Editorial and advertising along with design and printing are parts of the offering. The proposal from Equine Journal was received and reviewed.

## 4. Bring Editorial In-House

This would take us back to how the editorial role was handled prior to 2006. This scenario has some definite advantages and disadvantages. With greater input from an enlarged Publication Group and the freedom to flex publication length, full production of *The Whip* (except graphic design and printing) would be brought in-house. This would require the possible restructuring of present staff responsibilities, expansion of staff hours, and/or additional staff (even part time), broadening a pending staffing analysis to now include the responsibilities of the *Whip* editor as well as an executive director.

A separate commissioned advertising representative could be hired to assume full accountability for advertising sales.

A work group met during December to discuss the four scenarios. After an analysis of each of the four scenarios and the development of a list of strengths and drawbacks for each of the four alternatives, **the majority opinion was that the decision be delayed and that ADS office staff be asked to do the editing for the May Whip.** This was based upon the following. The ADS needs more time to have better financial information on the 2015 financial results and 2016 budget, and to continue management and staffing discussions. Related to staffing needs are the possible efficiencies, in 2016, as a result of upgrades to the omnibus process, website and member management system. Further, it will provide more accurate information regarding editor responsibilities and work time needed to do the job. This information will help the Executive Committee/Board of Directors make a better decision.

**CONCLUSION: Members of the ADS Executive Committee were in consensus to the delay and gathering of further information for a decision in March 2016.**

## NOMINATING COMMITTEE – written report submitted by chair Pat Cheatham

The Nominating Committee has formed and has met twice by teleconference. The Committee has agreed upon internal deadlines to meet the timelines set out for the Committee in the ADS Bylaws and in the Policy and Procedures Manual. The Committee has submitted the required notice for the January Wheelhorse asking for recommendations for Board positions. Additionally, the Committee has begun consideration of individuals recommended for consideration for Board positions.

In April, the Committee will notify current Board members of the end of their terms and ask if they wish to be considered for nomination to another term. As required, the Committee will provide the ADS with a slate of nominees for publication on 1 July 2016.

## **Standing Committee Reports**

### **GOVERNANCE AND BYLAWS**

Chair Elaine Kendig made comments from a written report.

We are currently working on developing the text for Policies & Procedures that will correspond with various Bylaws that contain the wording "in accordance with Policies and Procedures". In 2005 when the Bylaws were completely rewritten it was decided that the Bylaws would contain the skeleton/structure of the organization and the Policies & Procedures would contain the whys, wherefores and how to. Yes, this is well overdue and that is why it is at the top of our list.

The Bylaws need some housecleaning such as spelling, corrected grammar, etc. These changes will be incorporated into our recommendations for changes necessary to comply with New York's revised Non-Profit Corporation Laws and the new Prudent Management of Institutional Funds Act.

A number of years ago ADS was a less noticeable organization in the large field of non-profit organizations having only \$1000,000 to \$300,00 in the bank so to speak. Since graduating to a higher attention getting financial plateau we've come into a field of closer oversight. Those who monitor non-profit organizations expect us to operate within their set perimeters. In order for us to do this, Officers and Directors must be familiar with ADS Bylaws and the responsibilities placed upon them by law. To help keep you informed along these lines, included with this report is "Right From the Start", a publication from the office of the New York Attorney General's Office.

Upon completion of the previously mentioned projects we intend to tackle changes that may need to be made in order to bring us into compliance with the new laws.

### **COMBINED DRIVING COMMITTEE**

Chair Marc Johnson made comments from a written report.

Members: Ellen Ettenger, Erika Matulich, Jennifer Matheson, Merridy Hance, Pat Cheatham, Breanna Sheehan, Simon Rosenman and Shelly Temple

This year will see additions to the rulebook versions available to ADS members. The ADS "abridged" CDE rules will become available and the Driving Trials Rules, incorporating contents of Appendix A directly and excluding CDE only articles, will also be coming.

The committee is excited that the new website is underway. Along with the website will come the updating and reformatting of the many forms needed by Organizers and Officials. As this proceeds, work on a new Organizers Guide can start.

The Omnibus has also been on the minds of the CDC. The hiring of Joe Barry to create our web based Omnibus Entry Form is very exciting. The last round of Omnibus submissions had a few problems using the Jot form, but gave us a step forward away from the old "Word" document. Giving organizers as much help as possible to get their information finalized, prior to publication, was the goal. There are always a few organizers who have changes, but the frequency of corrections has hopefully been reduced.

We are also looking at the long time problems of grooms and axle widths. We have our first judge refusing to take an assignment at an ADS competition, until grooms are required for singles in Dressage and Cones. There have been many incidents over the years supporting the need for a groom, as well as the fact that competing "groom less" is only allowed by ADS and EC. All other countries require a groom at all times.

A program to bring standard widths to more divisions is on the horizon. The use of "Standard Settings" has decreased the amount of work from our cones volunteers, but is not good enough. We will look at how other countries dealt with this, years ago, and make some constructive suggestions how the ADS might face this problem, once and for all.

The North American Championships program is on track for 2016. The committee will look over a few changes to prepare the criteria for 2017. As this is directly tied into the Omnibus process, we are looking at the timeline. With the Omnibus no longer being printed to be distributed with the last issue of the Whip, it has been suggested that the submission for the Winter/Spring Omnibus be returned to October 1st. This will move the submission dates for the N.A. championships to September. This will be popular with organizers.

The Intermediate "Paper" Championships were once again calculated by Bill Allen. He deserves a lot of credit, as he is known to us as "Data Collection". This championship continues to be popular within the Intermediate Division. It has also shown holes in our system and the lack of support our present website has to offer. It is hoped that new systems becoming available in member management will streamline this, requiring less volunteer time and simplifying results for the members.

*Marc Johnson moved for the Combined Driving Committee to reestablish the original Omnibus submission dates to April 1 and October 1, effective immediately. There was a second.*

Chair Johnson provided this information for the motion. The dates were moved to allow for combining the Omnibus with the Whip to save on postage costs. The Omnibus is no longer circulated in that manner. Organizers complain about the lead time required to make these deadlines and would also allow us to ease the submission dates for North American Championship bids.

*The motion was approved.*

## EDUCATION COMMITTEE

Chair Larry Brinker provided the following report:

My personal apologies for not being able to attend the meetings in person.

Having given a report to the AGM in late fall of 2015 there has been some advances in the projects that we are working on. Notably with the new and improved website that could well be up and running soon the "Mark My Move" concept of having members able to upload a short video clip to the website and have a qualified judge critique it seems much closer to reality.

The Learner/small r worksheets for TD's is now pretty much ready for some field trials.

The Video of Dressage movements through the levels is moving through the planning stages and we are looking for further funding opportunity.

The primer on designing pleasure courses is moving forward.

Much time has been devoted in the last couple months to assisting the LOC in setting up the Super Clinic.

Questions and concern and offers to help please give me a call.

## EVENTS STANDARDS

Chair Boots Wright provided the following report:

During 2015, The Event Standards Committee participated, along with the Combined Driving, Pleasure and Licensed Officials committees in the Rule Change Proposal process. The ESC also helped to draft the Criteria for both the Preliminary and Intermediate ADS Championships. We have also edited the ADS Rule Book section Approval of Competitions.

Due to an unfortunate and ongoing situation with a competition venue, the ESC is drafting criteria which deal with the dismissing of contracted Officials. There is no language in the Rulebook which refers to Officials' contracts and the ESC is drafting language which will set out proper and ethical treatment of Officials.

We also feel that, should any competition rescind or revoke its affiliation or sanction or approval with the ADS, that the ADS fees be returned to all competitors.

We look forward to working towards these goals.

## DEVELOPMENT COMMITTEE

Chair John Freiburger made comments from a written report:

### **Grants:**

The Committee approved Youth Grants in the amount of \$3,403.38, one International Opportunity grant in the amount of \$400.00, one ADT grant in the amount of \$375, an Education grant in the amount of \$5,563.35 and grants from the endowment income in the amount of \$25,464.10. The total amount approved was thus \$35,580.83. \*

### **“Old ADS Fund”**

The moneys not invested that constitute the ADS Fund as it existed prior to founding of investments, has dedicated amounts attached to all remaining sums. Some of these dedicated categories were emptied and thus terminated in 2015. Others have remaining funds. They are as follow: \*

Young Driver: \$14,881.45

Scott Shinn Memorial \$ 5,850.00

World Pair Championship: \$669.99

International Opportunity: now zero

Arena Trial: now zero

Course Design: \$707.59

\* Not all grants are actually collected or collected in full, thus these amounts are not final and will not be until the Treasurer audits and all checks are entered.

### **Whip:**

The Whip publication costs were supported by \$5,563.35 in 2015 by the use of Education money from the dedicated funds. The Committee has provided an article on development sponsored activities for each issue in 2015

### **2016 Goals:**

\*The Committee will continue to review grant applications in a timely manner and approved them by consensus.

\*The Committee will continue to promote club and member activates through articles in the Whip

\*The committee will provide a proposed planned giving program for Board review in September 2016.

\*Investigate the Scott Shinn Memorial and develop a recommendation to the Board as to its use.

\*The Committee will develop a multi-year donation and appeal system and manage the ADS appeal and donation program with support for both operations and growth of the investments of the ADS.

\*The Committee will make further revisions to the application of information materials available on the ADS site to provide user friendly access and application.

\*The Committee will continue to work and communicate with clubs to encourage activities that promote membership growth.

Chair Freiburger further discussed a revision to the focus of the grants. There was consensus that the grant literature revise individual elements.

## DRESSAGE COMMITTEE

Chair Tracy Morgan provided this report:

The DDC has completed the project of developing test questions for the LOC to use for the Dressage portion of the written exam for licensed officials in 2016. The DDC will continue to work with the LOC as they request in preparation for the Super Clinic in February. As Chair of the DDC I will be participating in a panel that will field questions during one session of the agenda at the Super Clinic.

A new written article has been submitted to the ADS staff for their use in the winter issue of The Whip. I have been working on a project of creating a video of the new dressage movements added to FEI tests in 2015. The goal is to have a video with commentary that would be an educational tool for drivers and judges as well. ADS officials are required to judge both ADS and USEF divisions so this education of dressage judges is essential.

Discussion will continue with the Rules Committee as Linda Yutzy proceeds with the enormous task of creating an “Abridged” Rule Book that will have ADS Rules only. Dressage rules can probably be condensed from the full Rule

Book that has some duplication between the Dressage Chapter and the Combined Driving Chapter. The membership desires an easier to understand and shorter "Abridged" Rule Book but the DDC has some concern that the all licensed officials understand that they must be familiar with the entire "Unabridged" Rule Book for the reason stated in the previous paragraph, that ADS officials are required to judge ADS and USEF competitions.

Submitted in behalf of the Driven Dressage Committee: Chair Tracey Morgan, Dana Bright, Nancy Tomlinson, Boots Wright, Hardy Zantke, and Linda Yutzy

## LICENSED OFFICIALS COMMITTEE

Chair Ruthie Graves provided this report and Super Clinic budget:

The LOC has continued to fulfill its responsibilities of reviewing applications for both promotions and entry into the Learner's program. We are currently working on several as I write this report. We hope to publish in the Wheelhorse a complete list of those who have been added to our roster over the past year very shortly. Here of late a great deal of energy is focused on the upcoming Super Clinic. Those plans have solidified and we are in the process of receiving registrations and completed tests to be graded.

We are submitting a budget request for funds to accomplish this very important task. As the budget is reviewed please observe that registration fee receipts are based on a conservative estimation of attendance. As of this writing we have received only three requests for clinic extension, so it is hoped that we receive more than the published eighty registrations.

In our efforts to keep costs to our officials at a minimum (realizing they must spend additional funds for travel, meals and hotels), and also to compensate our own officials who have agreed to present sessions, as well as bring in FEI officials to present sessions, we anticipate a shortfall dependent on registration. It is our hope that the Board will approve the funds that are needed to meet the educational expectations of our officials.

In future the LOC is still hoping to create a continuing education program which will allow a diversity of learning experiences, and may lower the costs of education for both ADS officials and the ADS.

### 2016 ADS Super Clinic Budget

Income is based on 80 attendees @175.00  
as of 1/5/2016 38 have registered

#### Income

Registration Fee	\$14,000
Club Sponsorships 3@100.00	\$300.00
<b>Total</b>	<b>\$14,300</b>

#### Expenses

Facility Rental & Food	\$11,263.65
Staff Support (Flight,Car,Room)	\$1,245.14
Debbie Banfield(speaker) day fee plus comp reg.	\$375.00
Craig Kellogg(speaker) day fee plus comp reg.	\$375.00
Marjorie Margentino (Speaker) day fee	\$200.00
Andrew Councill (speaker) day fee	\$200.00
Ruthie Graves - comp reg.	\$175.00
Marjorie Margentino - Flight,Hotel and meals	\$650.00
Andrew Councill - Flight,Hotel and meals	\$1,250.00
Transportation - Hotel to Site location	\$2,000.00
<b>Total</b>	<b>\$17,733.79</b>



Difference

\$3,433.79

## PLEASURE DRIVING COMMITTEE

Chair Jeff Morse made comments from a written report:

As you can see, we have added rules for the Picnic Class to the 2016 Rulebook. This is in response to requests from the field. The rules are worded purposely to allow for wide latitude by organizers to allow them to be as creative as possible with their competitors in their region of the country.

We also clarified when the competition status of Maiden, Novice and Limit entries occurs. This has been an open question for Pleasure Competitions until now.

In 2016 we plan to tackle the clarification of classes run under "House Rules". The "House Rule" is useful concept that allows organizers flexibility to tailor competition to their customers but sometimes it can cross the line by becoming a way to skirt continuity of classes from show to show, to skirt the spirit of the rules and to skirt oversight of Pleasure Driving competition by the Pleasure Driving Committee.

We are seeing an increase in the multi-faceted driving event. That is, events that combine combined driving type events with pleasure driving classes at the same venue. We believe this creativity by organizers is helpful to the carriage driving sports. In particular, we see the addition of the driving derby with pleasure driving as good direction that should be encouraged. Towards that end, we propose that licensed Pleasure Driving officials be extended the ability to officiate at driving derbies as a way of lowering costs to organizers and increasing the available pool of officials for derby driving. We are working with the CD Committee on this.

We are looking forward with great anticipation to the new ADS web site and hope it can add new levels of access to organizers and competitors for communication and education to further growth in the sport of Pleasure Driving.

## RECREATIONAL DRIVING COMMITTEE

Chair Heidi Ferguson made comments from a written report:

The Recreational Driving "Committee" is off to a good start. Since taking office I have overseen the completion of the Omnibus form to facilitate submission of ADS-recognized recreational driving events (thank you Marc Johnson). Additionally, the Recreational Driving link on the ADS website page has been updated to reflect the various activities available and pursuable under the Recreational category.

To further assist those putting together such events, I sent off an Organizer's Guide for recreational drives for inclusion among existing event guides. This will hopefully assist future organizers with the 'nuts and bolts of how to' for initiating recreational drives in their regions. To encourage all regions to set up annual recreational drives in their areas, I will be contacting each Director to discuss any needs and provide my assistance.

The Trail Guide revisions are pending completion of the new ADS website. The plan is to undertake a systematic revision of content, state by state, in addition to updating the online trail submission form. All trail information presented will go through a review process to ensure currency/accuracy, before inclusion in the database. Timeline for completion of this project is early 2017.

Lastly, recreational driving will be pursuing the possible addition of distance driving into its activity list. The goal is to locate an individual actively involved in this event and develop guidelines for its inclusion into the recreational driving link as mentioned in paragraph one.

After comments on the written material, Chair Ferguson made a motion: *I move that the ADS Board implement a Club Incentive Program (conceptual). The ADS Recreational Chair would spearhead this effort to encourage engagement of potential new drivers. The motion was seconded.*

Chair Ferguson explained that this program would benefit those clubs who are most successful in recruiting new members. Potential benefits could be any or all of the following: reduced club membership fee, discounts on ADS merchandise, ADS Grant for activities (amount to be determined) and other benefits open to BOD discussion.

Several other chairs stated that they also had discussed this type of incentive program with their committees, and so there was widespread enthusiasm for the motion.

*The motion was approved.*

## RULES COMMITTEE

Chair Linda Yutzy made comments from a written report:

### **CURRENT STATUS**

The 2015 Rulebook has been posted online in 2 versions:

- \*a red-line version which shows changes from 2015

- \*a clean version in which those changes have been made

Work has begun on the abridged Combined Driving section (which will include only the FEI rules that apply to ADS-recognized events).

The soon-to-be printed Rulebook will contain either

- \*the clean version currently posted online

- \*or with an abridged CD section passed by the CDC. This first attempt will be a simple exclusion of “does not apply” language. Printing due dates and approved schedule will decide which makes it to the printer in time.

2016-2017 RC Blog will be updated and ready for new RC suggestions in January.

### **ADDITIONAL PLANS FOR 2016:**

- \*Abridged CD section

  - Work to further refine and make more user-friendly

- \*RC Blog

  - Continues to develop as a member comment and resource outlet. A summary of changes for 2016 is there now and needs to be promoted/linked with the ADS site and/or a mailing.

- \*Update other sections

  - Some existing sections of Rulebook do not usually have much input. Committee members will work with appropriate committees to update sections for Licensed Officials, Approval of Competitions, Competition Personnel, and Recreational Driving. Jeff Morse and Boots Wright have already done a lot on AC!

- \*Review ways to improve the RC process

- \*Establish procedure for tracking and archiving changes.

## **New Business**

### ADS ANNUAL MEMBERS MEETING

Kelly Valdes reported upon the current planning for the 2016 Members Meeting which will be held September 22 through 25 in Southern Pines, North Carolina.

### ADS STAFFING

*Ann Davis moved the appointment of a special committee to develop a proposal for changes and additions to the ADS staff and responsibilities, to include executive management. Timeline: proposal complete by Friday March 11, 2016. There was a second to the motion.*

*After discussion, the motion was approved.*

The President asked Dan Rosenthal to chair the special committee. He accepted the request.

## CUBA COMMERCIAL CARRIAGE INDUSTRY

A request has been made from members of the Cuba Commercial Carriage Industry for up to date and safe harnesses, and medicines to treat equines. John Freiburger agreed to be the contact and to head up the effort to address the request.

### **Finance Committee – 2016 Budget**

Treasurer Bill Lawson presented the ADS 2016 Budget. He made comments from a written report (See attachments for written report and budget).

Further, he discussed some changes that needed to be made to the budget as presented: add in an expense of \$8000 to reflect website purchases and contract obligations already made; subtract \$6000 from Regional Directors expenses; and add in \$3000 expense for Super Clinic.

*Bill Lawson moved that the ADS Board set an annual budget limit not to exceed \$1500 per region. There was a second.*

The treasurer explained that this is a revision to the wording of Regional Directors annual budget set by a previous Board, but it does not change the budget limit that is available to each director. It would then allow the Regional Directors expense budget from \$12,000 to \$6,000, a more accurate figure based upon history.

*After further discussion, the motion was approved.*

*John Freiburger moved that the ADS Board approve the 2016 budget as submitted by the Treasurer with the adjustments agreed upon during the discussion. The adjusted budget shall be distributed to the Board, which document shall be updated as data becomes available. There was a second to the motion.*

*After discussion, the motion was approved.*

### **Adjournment**

*Before adjourning, Lynn Palmer moved to thank staff members Stacy Carlson and Maria Woldt for the excellent work that they have done during 2015 and the first month of 2016. There was a second.*

*The motion was enthusiastically approved.*

**With no further business, the President adjourned the meeting at 1:15 p.m.**

**Submitted by Ann Davis, Secretary ADS Board of Directors**

