

2023 January Board Retreat Notes

1/28/2023

University of Montana UC

In attendance: Tierney Wheaton, Scott David, Natalie Sullivan, Jen Belitz, Bill Bucher, Jennifer Cote, Irene Given, Clara Davison, Jan Harris, Arwyn Anthony, Sheila Mealey, Jemiah Belitz, Katy Nichwander, Karla Nichwander, Kristen Ricker, Deb Anderson

Meeting start: 8:02am

Introductions of new members

Guest Presentation: Jemiah Belitz

- 4H Arena – funds from the TWH Association proposed to construct a small fence at the bottom of the 4H arena fencing to keep dogs from cutting across the arena when they walk along the perimeter trail
- Estimate of \$1885 in materials to complete the project, hoping to complete on the spring work day
- Motion to approve Jemiahs 4H arena fencing project: Scott, 2nd Bill – approved

Volunteer Recognition Hours

- Motion to approve Natalie's Volunteer Recognition Hours for a Membership + XC: Jan, 2nd Jen – approved
- Motion to approve Bill's Volunteer Recognition Hours for a Family Membership: Natalie: 2nd Scott – approved

Treasurers Report

- Already had a handful of people who have sent in early bird memberships, membership prices will update
- Insurance will increase due to higher amount of covered machinery
- Neon – trying to work with them to reduce the amount owed since we canceled the service
- With special projects, (~\$51,000) net loss from operations and ~\$46,000 net income from events, (\$5,162) overall net loss for 2022

Website

- Main focus of the website to start is membership, so far has gone extremely well with initial board members signing up for memberships
- Next steps are events (registration info but not online entries) and stall and day use fees
- Time to review webpages and return forms to Natalie

BSSC President – Mitch Ferm

- Land used to be owned by the Army, was cow pasture, several options presented for what to do with the land and the community decided to make it a park.
- BSSC is made up of 10 representatives, 5 members of the community and 1 representative from each of the 5 lessees
- Governed by the Tower Street Plan as a committee to oversee the leased properties
- Not funded by taxpayers, but have revenue from 2 cell towers in the Big Sky Park for projects
- 2022 accomplishments – paved the parking lot at the little league fields on the corner of Tower and Spurgin with \$80,000 of funds from the cell towers
 - Next potential project to extend the perimeter trail to tie into the newly improved parking lot with a trailhead that connects to the current perimeter trail and improve existing trails with possible grant money
 - Plan to revise the Tower Street Plan next year in conjunction with the County revising their overall Parks Plan next year
- Meetings 3rd Wednesday of every month
- Process for large capital improvement projects: Presentation to the BSSC, BSSC makes their recommendation and presentation is brought to the County Parks Board, the Parks Board then brings it to the County Commissioners for a vote.
- Motion to have Karla be our BSSC representative for 2023: Natalie, 2nd Katy – approved

Officer positions

- Motion to appoint Clara Davison as Secretary: Scott, 2nd Jan – approved
- Motion to appoint Jennifer Cote as Treasurer: Jan, 2nd Jen – approved

Committees

- Finance Committee – Jennifer Cote (chair), Irene Given, Deb Anderson, Arwyn Anthony, Karla Nichwander
- Events Committee – Arwyn Anthony, Katy Nichwander, Natalie Sullivan, Irene Given, Deb Anderson
- Facilities Committee – Scott David (chair), Bill Bucher, Jan Harris, Jen Belitz, Katy Nichwander, Kristen Ricker
- PR/Outreach – Karla Nichwander (chair), Bill Bucher, Clara Davison, Jen Belitz
- Membership – Arwyn Anthony, Natalie Sullivan, Jan Harris
- Strategy/Vision/5-Year Plan – Clara Davison, Arwyn Anthony, Scott David

Budget Proposals

- Pet Run
 - Revenue: \$6,000
 - Expenses: \$2,000
 - Profit: \$4,000
 - Motion to approve Pet Run budget: Deb, 2nd Katy – approved
- Working Equitation (per show, 2 shows)
 - Revenue: \$10,500
 - Expenses: \$4170

- Profit: \$6,330
- WE Zone Championships
 - Revenue: \$33,000
 - Expenses: \$27,000
 - Profit: \$6,000
 - Motion to approve both WE budgets: Karla, 2nd Bill – approved
- Mini-Event (per show, 2 shows)
 - Revenue: \$8,500
 - Expenses: \$3,260
 - Profit: \$5,240
 - Motion to approve Mini-Event budgets: Deb, 2nd Jennifer – approved
- Breeches N Buckles
 - Revenue: \$9,970
 - Expenses: \$3,450
 - Profit: \$6,520
 - Motion to approve Breeches N Buckles budget: Deb, 2nd Clara – approved
- Jumper Fun Day
 - Revenue: \$3,000
 - Expenses: \$720
 - Profit: \$2,280
 - Motion to approve the Jumper Day Budget: Clara, 2nd Deb – approved
- Omoksees (4 shows)
 - Revenue: \$6,700
 - Expenses: \$700
 - Profit: \$6,000
 - Motion to approve Omoksee budget: Katy, 2nd Scott – approved
 - Motion to purchase a new set of pole bending poles for \$250: Jan, 2nd Jen - approved
- Color My Ride
 - Revenue: \$3,000
 - Expenses: \$1,200
 - Profit: \$1,800
 - Motion to approve CMR budget: Scott, 2nd Karla – approved
- Flying Colors Derby
 - Revenue: \$4,000
 - Expenses: \$1,600
 - Profit: \$2,400
 - Motion to approve Derby budget: Katy, 2nd Jan - approved

2023 Goals

- 300 paid memberships
- Communications app – Slack?
- New Website up and running
- 5-year plan – new stalls, underground sprinklers
- Engage the community members outside of the equestrian community

- Gala – outreach to community with that
- PR- Missoulain, radio stations, social media
- Membership having access to financial reports and meeting minutes

Outside Events and Calendar Maintenance

- Event maintenance – Scott has a form for all event organizers to fill out for maintenance request
- Event date requests will go to Arwyn who will present to the Events committee
- Motion to update rental forms for the 2024 season: Clara, 2nd Karla – approved
 - Strategy/vision/5-year plan committee will meet and discuss this

Finance, P-Cards and Expense Reports

- Tierney has provided expense reports for all event organizers to keep track of their event expenses and receipts – all event organizers must fill out in conjunction with their events
- Motion to approve \$44.50/month for Quickbooks Online: Deb, 2nd Natalie – approved

Jennifer wants to hire Sheila Miller for \$1000/month for 6 months to be our bookkeeper. Board proposes to offer 3 months with an initial meeting and then monthly reports to the finance committee and will re-evaluate the contract at the end of 3 months.

Motion that the board sets aside \$3,000 pending a meeting with the finance committee to show what will be accomplished in the first 3 months: Deb, 2nd Jan – approved

Recommendation from the financial committee to make Deb Anderson, Bill Bucher, and Tierney Wheaton the new signers for the checking account: Jennifer, 2nd Jen – approved

Slack – they will offer a free or 85% discount for non-profits, Jen and Clara will work with them to have a paid account and start using Slack for external/committee discussions.

Meeting dates: Next meeting March 14th, 6pm. Location TBD. Bill will check with the bowling alley private room as possible meeting place.

Motion to adjourn: Scott, 2nd Deb – approved

Meeting adjourned 3:55pm