

**Minutes-NFHR Board of Directors Face to Face Meeting, Harrisonburg, VA
April 7, 2019**

Call to Order at 8:00am - Eric

Roll Call – BOD Members Present: Eric Watness, Jessica Reuterskiold, Curtis Pierce, Kay Schwink, Jim Raabe, Darby Hewes, Kelly White and Rory Miller. Excused: Jennifer Wright.
Staff present: Nancy Newport and Jeanne Poirier

President's Opening Remarks: Eric Watness welcomed everyone and reviewed the agenda.

Parliamentary Procedures – Eric. We will use Roberts Rules of Order, current edition.

Introductions: Members and officers briefly introduced themselves.

Orientation for New BOD members - Nancy explained the ethics policy and passed out the Ethics Statement for all board members to sign.

Orientation for Communication - Jeanne explained the email protocol. There was a discussion about Facebook page and group posts by board members. The question was asked if Facebook posts should be added to the Ethics statements. Agreed that it should.

Eric discussed how sensitive issues should be handled.

- A complaint was received from an NFHR member. Background was given and there was discussion. There was unanimous agreement that this was not an NFHR issue since it did not involve the Bylaws or Rules of Registration. Eric will send a letter to the members involved.
- Discussion was held regarding breeder's/seller's guidelines and ethics.
 - The Education Committee will develop an article for the Fjord Herald.

Approval of Prior Minutes - already approved

Forum Feedback

- Better with participant hands-on and that it is a work in progress
- Acceptance, overall great
- First impression was people had concerns, then they started participating and understanding, need more education on the system.
- Keep going forward with the improved system.
- Enjoyed the social gathering aspect.
- Need videographer.
- More than one Fjord type, people at Forum are now aware of how Fjord use type would be scored.
- Got to see different Fjords, like new system.
- Educational, engaging .

Kay made a motion to produce an educational tool to explain evaluation system. Kelly seconded. Approved

Mission, Vision and Goals Discussion:

MISSION: The MISSION of the Norwegian Fjord Horse Registry (NFHR) is to register and preserve the genetic purity of the Norwegian Fjord Horse and will include education and the promotion of the breed. After discussion it was decided to leave as is.

VISION: The NFHR aspires to serve its membership by maintaining a sustainable organization to support and promote the Fjord Horse Breed. After discussion it was decided to leave as is.

GOALS:

Current:

- To maintain a Registry Book for Norwegian Fjord Horses in order to preserve their purity and original type in North America.
- To encourage good horsemanship while developing educational programs and the versatile uses of this all-purpose family horse in all activities including riding, driving, and work.
- To engage in research and compile statistics of the Fjord Horse industry and furnish official and authentic information to the general public.

Changes:

- **Curt made a motion to change “Book” to “Database.” Darby seconded. Approved.** First goal now reads: To maintain a Registry Database for Norwegian Fjord Horses in order to preserve their purity and original type in North America.
- **Darby made a motion to change the second bullet. Kay seconded. Approved.** Second goal now reads: To develop educational programs to encourage versatility of the Fjord horse while maintaining humane and ethical horse management.
- **Darby made a motion to change the second bullet. Jim seconded. Approved.** Third goal now reads: To encourage the membership to participate in accurate recording of Fjord horses including birth, death, transfers, progeny and status changes.
- **Kay made a motion to include a fourth goal. Jessica seconded. Approved.** Fourth goal reads: To undertake activities designed to increase public awareness of the breed and its ability to perform across the full range of equine disciplines.

Bylaws:

After discussion, **Darby made a motion to submit the following Bylaw changes for membership approval during the annual elections. Kay seconded. Approved.**

Article XII. Audit

A. The Financial Committee shall review financial records and provide a report to Board. The NFHR Board of Directors may approve a financial review or audit by a qualified independent accountant of the previous year's records, books, and accounts. If such a review or audit is performed, the results will be summarized or published in the NFHR official publication. Members may obtain copies of the official review or audit from the NFHR office.

B. A review or an audit of the records, books, and accounts of the NFHR for the previous year shall be performed by a qualified independent accountant each year prior to the Annual Membership Meeting as deemed necessary by the Board of Directors or as voted on by 51% of majority of the members present at a special meeting. The results of such review shall be published in the NFHR official publication.

VI, 4, h. Cause an annual review or audit to be performed as required herein, Article XII Audit.

Various Topics:

- Discussion about Face-to-Face (F2F) BOD meeting requirements in the Bylaws. Keep F2F but keep the location central or same. BOD will decide year to year. Current BOD members agree to pay their own costs next year. **Darby made a motion that the next F2F will be in Berthoud, Colorado. Kelly seconded. Approved.**
- Discussions about rates, value added, fund raising

- Discussion about database status. Jeanne reported that last year's proposal is no longer available. Hard to find viable options. Members have volunteered to help investigate database modifications.
- Discussion on number of BOD members, term limits. Agreed to keep these requirements the same.

Committees:

After a discussion, it was decided to combine Marketing/Promotion/Membership/Youth/Awards committees into one committee.

- BOD Members Chairs/Liaisons
 - Breeders – Kelly
 - Education – Kay
 - Evaluation – Eric
 - Finance – Rory
 - Marketing/Promotion/Membership/Youth/Awards – Darby
 - Exec - Eric
 - Fjord Herald - Jessica
- Additional committee members may be recruited or volunteer. Current Committee Members:
 - Fjord Herald: Gretchen, Erin, Nancy, Jeanne
 - Eval: Curt, Beth, Phil, Melissa, Ardeth
 - Breeders: TBD
 - Finance: Curt, Nancy
 - Marketing/Promotion/Membership/Youth/Awards: Jennifer, TBD
 - Education: Jim

Staffing:

Eric presented the current situation as a result of the employment legal review completed last year. Jeanne has been transitioned to an employee. Nancy could be either employee or contractor. Erin is a contractor. There was a discussion on all positions.

Promotion: Need someone to interface and promote NFHR with regional clubs, other equine organizations, corporations and solicit Fjord Herald ads. Exec committee will discuss and develop solutions and make recommendations to the board.

Fjord Herald:

Jessica reported that she received quotes from other printers and needs to investigate other printers further. There was a discussion about newsletters and on-line publications. The Fjord Herald committee will investigate.

Market Place and other expenses:

- There are issues with Constant Contact and it may not be worth the current costs. Recommended to do a survey on Facebook on “how do you want communication?” Other suggestions were to drive people to website from Facebook and the use of Gmail to send emails to members.
- Very few Market Place sales. A Colorado sales tax starts soon that the NFHR will have to collect, record, and pay to each taxing authority. Stop doing sales? Use Etsy? Recommend a source for embroidery and other service vendors.
- **Kay move to liquidate current market place and identify other sale sites. Darby seconded. Approved**

Revenue Sources

- Grant applications may be a source to finance projects like the database modification or replacement. Is there someone that can help with grant writing?
- Lease Recording fee – **Kay made a motion to add a \$30 lease recording fee. Kelly seconded. Approved**
- Allow a farm name or prefix registry service – one-time fee, grandfather current name/prefix? Subject delayed and Kay will develop motion to be presented at a future meeting
- Merger with Canadian or another small breed registry? After discussion, it was decided not to act on this at this time.
- Create new registry for grade Fjords and/or Half Fjords. There is now a DNA test to determine percentage of Fjord purity. Committee formed to explore secondary registration with Jeanne, Kay, Kelly, Curt.

Other Topics:

- Support to breeders. The Breeders committee will continue to develop recommendations to the BOD.
- Moving evaluation program forward. The Evaluation Committee is actively working on this issue.
- Proposal concerning old Fjord photos and pedigrees from members for historical preservation. Put on web and in Fjord Herald. Jeanne received the documents and photos and will ask someone to write an article.
- **Darby moved to add Rory to Exec committee. Kay seconded. Approved.**

Meeting was recessed at 5:00pm until 9:00am on April 8.

April 8, 2019

Executive Committee met at 8:00am

Committee Support: After a discussion it was decided to appoint Exec committee members to each committee as a liaison to facilitate and assist the committees.

- Breeders – Curt
- Education – Jennifer
- Marketing/Promotion/Membership/Youth/Awards – Eric
- Fjord Herald – Jessica

Employees/Contractors: Discussion about recent performance. Recommending to the BOD a 3 percent raise. Working on employee and contractor descriptions/contracts.

Budget: Rory is working on the operation budget and when needed an event/project budget. Will start reporting budget status and revenue and expense report at each board.

Executive Meeting was adjourned at 8:55am

Board of Directors Meeting resumed at 9:00am.

Exec Committee Recommendations:

Jim made a motion to approve recommendation of a 3 percent raise to employees and contractors. Kay seconded. Approved.

Supporting Regional Fjord Clubs:

Discussion about how to support current regional Fjord clubs and help other Fjord groups. The NFHR has supported Fjord shows in the past. The current High Point Awards are available to any group who qualifies. Support clubs any way we can. Give clubs space in Herald and website (already in place). Assist clubs by mailing NFHR members in a region information from regional clubs. Does not need to be an incorporated club. Appoint liaisons to clubs.

Marketing/Promotion/Membership/Youth/Awards will work on this.

Fjord Horse International (FjHI):

- Eric will serve as the FjHI Alternate Board member and will represent the NFHR at the annual General Membership meeting in May.
- There will be a Jun 7-8, 2019 meeting about the development of a worldwide Fjord Horse Database. Jeanne was appointed as our representative to this committee. **Curt made a motion to send Jeanne to the meeting. Jim seconded. Approved. Kay made a motion for the NFHR to assume financial responsibility of sending Jeannie to the meeting. Darby seconded. Approved.** There may be some FjHI funds for this trip.

Fjord Resource Guide:

Nancy and Jeanne reported that they have been unable to obtain the original files and photos. The Resource Guide is a valuable product and the supply is very low. **Curt made a motion to approve hiring Gretchen Payne to update and produce the Fjord Horse Resource Guide. Jim seconded. Approved**

Publication of Evaluation Handbook:

Curt will do a final content review of all sections except Section 4 (which is not finished) and Rory will do a final edit, then it will be published on the website within one week.

Future Forums:

Forum in 2 years? Discussion about tying with other events, maybe every 3 years, must pay for itself. Need host. **Darby made a motion to explore having a forum every 2 years. Jessica seconded. Approved**

Future BOD Meetings:

- **F2F:** Jan 25 & 26. Berthoud Co.
- **Teleconference:**
 - May 14
 - Jul 9
 - Sep 10
 - Nov 12
 - Dec 10

Agenda item for May meeting: Committees present objectives and goals to board.

Kay made a motion to adjourn at 11:03am. Darby seconded. Approved

Respectfully submitted,

Curtis Pierce, Acting Secretary