

CWHBA

2020 Annual General Meeting

Minutes

Held by teleconference
April 25, 2021

Attending: Janice Tyndall, National Chair, National Secretary, BC National Director; Lynne Robinson, BC Secretary/Treasurer, BC National Delegate; Roxy Shippers, BC Alt National Delegate; Julie Pilon, BC Provincial Chair, BC National Delegate; Marilyn Powell, National Awards Committee Chair, BC Inspections Coordinator; Andre Sigmond, BC National Director, National Stallion Service Auction Committee Chair; Lana Smith, BC National Delegate, BC Vice Chair; Jennette Coote, AB National Director, National Stud Book Committee Chair; Janine Olson, AB National Chair, National Stud Book Committee; Gerrit Brinkmann, AB National Delegate; Lorrie Jamieson, AB National Delegate; Cathy Chalak, AB Chair, AB National Delegate; Doreen Kulcsar, AB Alt Delegate; Barb Easton, AB Member, National Bookkeeper/Financial Manager; Dianne Million, SK National Director, SK Chair, National Membership Committee Chair, SK Vice Chair; Diana Pella, SK National Delegate; Lisa Longtin, SK National Delegate, SK Secretary, SK Mare Inspection Coordinator; Judy Kirkby, SK National Delegate; George Million, SK National Delegate; Edward Kendall, SK Guest; Victoria Kendall, SK Member; Dana Young, MB Provincial Chair, National Delegate, MB Inspections Coordinator; Susan Jenkins, ON National Director, National Treasurer; Louise Masek, ON National Director, ON Chair; Maria Ardito, ON Mare Inspection Coordinator, ON National Delegate; Bailey Robinson, ON National Delegate; Heather Cowell, ON Vice Chair; Jackie Vandenbrink, National EC Rep.; Megan Sikes, ON Member; Marie Arsenaault, QC Provincial Chair, QC National Director; Michelle Tremblay, QC National Director, QC Vice Chair; Sashenka Wright, Maritimes Secretary/Treasurer, Maritimes National Delegate; Sarah King, Maritimes Chair, Maritimes National Director; Theresa Steel, Maritimes Vice Chair, Maritimes National Delegate; Marc Deremiens, Maritimes National Delegate.

Call to Order: 11:19 AM. MDT

1) Introduction of Directors & Delegates & Members

- Attendees introduced themselves
- Instructions for Zoom meeting protocol explained

2) Memoriam – Charmaine Bergman (Dana Young)

Dana Young – spoke to Charmaine’s wide experience and contributions over the years. The Young Breeders Fund has been renamed the Charmaine Bergman Young Breeders Fund. For her years of service, we are giving her husband John a tribute in the form of a beautiful collage made by Judy Wood.

3) Agenda Approval

MOTION: To accept the agenda as circulated. **MOVED** by Cathy Chalak. **Seconded** by Jennette Coote.

Chris Gould – move the WFFS regulations up to the discuss area

- **Motion carried**

4) Approval of Minutes from 2020 AGM

- a) Approval of Minutes from the 2019 AGM, held June 27, 2020

Corrections and omissions

- None

MOTION: To accept the 2019 AGM minutes as circulated and reviewed. **MOVED** by Susan Jenkins. **Seconded** by Louise Masek.

- **Motion carried**

5) Chair's Report – Janice Tyndall

- On Feb 24th, 2020 our National Chair passed away, leaving 2 years remaining on her term
- The contract to open a CWHBA National Office will begin in July 2020.
- The new website is in development.
- We are switching away from CLRC to a new Studbook database management software in 2022 to increase the speed of registration processing.
- AB held a very successful online sale.
- The SSA was also a great success this year.

6) Treasurer's Report – Susan Jenkins

- a) **Review Financial Statements**

Barb Eastholm – reviewed audited Financial Statements

- No errors or omissions were found in the review by the auditor. The use of Quickbooks online allowed for more detail to be provided.
- Balance Sheet - \$175,000 in Assets, \$60,000 in Liabilities
- Income Statement – reviewed
 - Revenue on Registrar Activities was increased due to CLRC processing previously outstanding work.

- Excess of Revenue over Expenses was \$68,000 an increase from \$27,000 in 2019
- The statements are posted for member review as well

Doreen Kulcsar – how does the 10% hold back for reserve work?

- Barb Eastman - 10% is held from the SSA for the reserve fund. This is for any potential problems that may arise from the previous years auction. If the funds are not used, they revert back into general operating revenue. Currently we have the 2018, 2019, and 2020 sitting in the reserve. The funds from 2018 and 2019 will show as revenue in 2021.

MOTION: to accept the audited financial statement for 2020. **MOVED** by Jennette Coote. **Seconded** by Andre Sigmond.

- **Motion Carried**

b) Presentation of 2021 Budget – Susan Jenkins

- This is a little out of date as we now have plans to open an office, and for Equis which we are in the process for finalizing our contract with.
 - Our website development budget should cover both the website and Equis

MOTION: to accept the presented budget working paper with the explanation that the final costs of Equis and website will be somewhat adjusted but are covered in our total budgeted number. **MOVED** by Jennette Coote. **Seconded** by Dana Young.

- **Motion Carried**

c) Affirm rebates to Provincial Chapters

Reviewed Chapter Payouts

Barb Eastholm – Chapter rebates are \$5/member less \$2 for insurance paid on behalf of the Chapters. There are also deductions for chapters that use the conferencing number, and inspection judges that national has paid for. Chapters that donate non-semen items receive 85% of the proceeds. There is a minimum payout of \$250/chapter for semen sales.

MOTION: to accept the 2020 payout distribution as presented. **MOVED** by Julie Pilon. **Seconded** by Dana Young

- **Motion Carried**

d) Appoint 2021 Year End Financial Review Officer

MOTION: to appoint Bruce G. Drysdale CPA CA as our yearend financial review officer. **MOVED** by Jennette Coote. **Seconded** by Julie Pilon

- **Motion Carried**

7) Management Committee Reports

a) Membership – Dianne Million

- Chapter meetings proved to be very enlightening and proved how important mentorship of new board members is to help the chapters.
- Will continue to do these meetings so that we keep in touch with the Chapters.

i) Awards – Marilyn Powell

- There were no results submitted from what few shows were held.
- Reviewed the premiums and Provisional Licenses.
 - Report posted to website for review.

ii) Young Breeders – Maria Ardito

- The young breeders Championships is scheduled to run this year in the Netherlands, but we will not be participating due to Covid.
- Cathy Chalak was in the meeting with the organizers.
 - They did want to pass along their condolences about Charmaine.
 - They have several initiatives starting. We are hoping to gain some educational information out of them. There is some video they are working on that should be helpful.

b) Communications – Chris Gould

- Reviewed report that was submitted. Several statistics available in the report.
- Trying to make use of Zoom more for our meetings.

i) E-news

- We are getting an opening rate of 34% which is apparently very good.

ii) Website

- Have tendered this several times to get something that works. We are in the first stages of development now. It will be a WordPress site.
 - Reviewed a very basic mock up version of website.
 - It will have a French translation as well
- Equis will be linked in, so we will not be having to redesign anything when that comes on board.
- Theresa Steele – will there be website advertising space available?
 - Yes, side and bottom maybe. Looking at several options.
- Lorrie Jamison – What is the website cost? – It is a flat rate cost under \$10,000.

iii) Social Media

c) **Office – Jennette Coote**

- Loss of staff at CLRC has created too much work for them to keep up.
- Currently with CLRC staff working from home they do not have phones linked so they cannot receive calls.
 - So, to pay by credit card currently there are 3 options:
 - if you know your CLRC account login information you can go on there and pay through the website;
 - Barb has volunteered to process payments and notify CLRC of receipt;
 - Send email to Jennette to notify CLRC that you are trying to pay by credit card and then CLRC will contact you for payment information.
- Over the last 4 years the help desk has processed 26,500 tickets, which is an average of 6,650 requests per year.
 - Catching a lot of applications have been mailed but not received.
- 2020 saw 214 registrations, 341 Transfers, 47 approvals, 25 exports, and 341 memberships processed.
- We are close to 10,000 registrations now and will get there this year.

MOTION: to accept the Management Committee reports. **MOVED** by Susan Jenkins. **Seconded** by Julie Pilon.

- **Motion Carried**

8) **Board Reports**

a) **Equestrian Canada – Industry Division & Category C & Health & Welfare**

- Jackie Vandenberg – took over for Andre through the year.
 - Not much activity to report since becoming involved.
- Chris Gould - EC is working on horse identification and traceability platform.
 - We had a conference call with them and reiterated that we wanted breed registries to be the initial source of identification.
 - Equis was a part of the discussion so we will be able to share data with them when they are ready.

b) **WBFSH – Chris Gould**

- We have been very active in WBFSH right from the start.

- Working on several initiatives – one was creating CIGA a committee that works on genetics and breeding values that sort thing.
- 2020 was the start of the new 5-year plan. This involved some restructuring. Looking to develop a format for developing at “state of the industry” review.
- A lot of smaller studbooks are struggling with the same issue we are.

c) **National Stallion Service Auction – André Sigmond**

- SSA was very good. The committee worked very hard.
- Thank-you to all the stallion owners, chapters, and buyers.

d) **Equis studbook management software**

- Chris Gould – Reviewed report
 - Equis is used by more than 30 studbooks
 - Main features are – Its front office is integrated into our website for online registration, studbook entry etc. – It is cost effective based on membership numbers. – It has built in data exchange capability to take advantage of EC, WBFSH, and FEI information exchange.
 - Weakness now is the search capabilities – need UELN or chip number.

- Went through work timeline.

Chat question – Will the member and horse database still be public? – Yes, we have the option to leave open or require a subscription. We have not really discussed it but like the idea of keeping it open.

Chat question – What is the timeline for requiring micro-chipping? – The Board has not made that decision yet. Likely it will depend on EC as they are working to be the microchip supplier.

e) **Office Administration Contract**

- We have a contract in place with Victoria Kendall to start July 2020. She has been doing some piece meal work already.
- We discussed putting the contract out to tender, but as Victoria was available and she knows the job and the system, we don’t have to spend a lot of time training someone new.

Chat question – It is my understanding that Victoria was not able to complete her contract in the past. Is she better equipped at this time? – That is a bit of mis-information. We had offered the contract to Holliston, but as Victoria had moved on to manage Ebon Stables they declined to renew. We put the contract out to tender again and went with Standardbred Canada.

Chat question – We did not go to volunteers, went to one person. – We initiated a new “Help Desk” for member contact. The volunteers were all board members and it was a

board decision. The work that the office had previously done was spread over various board members. – Victoria’s qualifications mean that she can do everything we need.

Discussion

Chat question – who does the office answer to? – The office answers to the Board and the Studbook Committee.

- It is a done deal now; we need someone to do the work CLRC has been. The volunteers we have are already doing jobs. The timeline constraints meant that there was not time to go through a tender process. We have the opportunity that should Victoria not fulfill the responsibilities of her contract we can release her of her services.
- As an organization we need to canvas all our members to find more people to volunteer on our boards. There are not enough people to do all the jobs that are out there.

MOTION: to accept the reports from the board. **MOVED** by Jennette Coote. **Seconded** by Andre Sigmond.

- **Motion carried.**

Susan Jenkins took over as meeting Chair at this time as Janice Tyndall was experiencing a power outage.

9) Studbook Committee

a) Stud Book Director's Report – Jennette Coote / Janine Olson

Jennette Coote – reviewed report

- Had to make a lot of decisions this year.
- Had the highest number of straight stallion approvals we have ever had.
- We needed to bring new people on as trainees.
- We were asked to and have come up with a process for video inspections.
- Janine is going to organize a mare inspection coordinator meeting to make sure everyone knows what is required.

b) 2021 Inspections, National Tour & SPT – Jennette Coote

Reviewed options presented for 2021 inspections

- Traditional inspection process subject to Covid restrictions
- Video inspection – 1 senior inspector and qualified videographer.
- Allow video submission (for mares only).

Discussion

- Have allowance in rules for Chapters to make determinations on video submissions as required, without sacrificing National standards that have to be met.
- Should ask for picture or video of location prior to inspection to make a determination if it is suitable ahead of time.
- Inspection of mares must follow inspection format of showing mares in hand.
 - Janine is putting together a power point of how inspections are done.

Discussion of showing mares loose for inspections

- Studbook committee will review the question of allowing mares to be shown loose.
- Summarizing we have 3 issues with this; 1. Fairness 2. Standardized approach 3. Accuracy, with the linear profiling we want to get a description of the gaits. This is what has to be balanced.

c) Warmblood Fragile Foal Syndrome (WFFS) Discussion Q&A

Marilyn Powell – Motion regarding WFFS testing

- Studies show there is a 9-19% incidence of carriers within the Warmblood population. By making testing and reporting mandatory breeders can make better informed breeding decisions.
- Should consider CWHBA covering the cost for testing active stallions. Batch testing reduces the cost significantly.

Discussion

- Gerrit Brinkman – mares should be encouraged to get tested as well.

Motion 1

MOTION: That the Board be charged with amending the Studbook Regulations and implementing procedures to accomplish the following:

1. CWHBA require DNA verified Warmblood Fragile Foal Syndrome (WFFS) testing for all activated approved and licensed stallions.
2. All WFFS test results as per above, commencing with the 2022 breeding season, must be provided to the CWHBA and will be made publicly available on the official website of the CWHBA Stallion Directory and studbook.
3. Stallions for which there is no practical method of testing may at the discretion of the Studbook Committee, be listed as untested.

MOVED by the Studbook Committee. **Seconded** by Marilyn Powell.

Motion 2

MOTION: That the Board be charged with investigating the feasibility of rebating to stallion owners all or some of the costs of completing the WFFS testing as per Motion 1 according to the principle that:

1. CWHBA offset the cost of WFFS testing of
 - a. All stallions entered in the studbook and active for the breeding season 2022. Owners of previously tested stallions to be rebated at the flat rate established for the group testing.
 - b. At the discretion of the Studbook Committee any other stallions that should in fairness be grandfathered in to the testing program
2. Where stored samples are not available new DNA samples should be acquired when practical.

MOVED by the Studbook Committee. **Seconded** by Lorrie Jamieson.

- Board to look at feasibility of covering these costs perhaps through reduction of the activation fee for the following year.
- One of the concerns about covering the cost or doing the testing is that a most of stallions that want to activate come from another studbook. It is much better to put the onus on the stallion owner to get this done and then rebate them at our cost.

Discussion

- Possible liability issues resulting from testing and publishing results for samples that were submitted for parentage verification and DNA profiling only.
 - We will be seeking the permission of the stallion owners prior to all this
- **Motion 1 – Motion Carried**
- **Motion 2 - Motion Carried – Janice Tyndall negative.**
 - Several comments against refunding already tested stallions.

MOTION: To accept the Committee Reports as presented. **MOVED** by Jennette Coote **Seconded** by Marie Arsenault.

- **Motion carried.**

10) Provincial Chapter Reports

Susan Jenkins – Due to time we are not going to go through each chapter's report. They are available on the website for review.

- a) **British Columbia**
- b) **Alberta**
- c) **Saskatchewan**
- d) **Manitoba**
- e) **Ontario**
- f) **Quebec**
- g) **Maritimes**

11) Motions

- a) **To Ratify actions of the Board of Directors Actions 2020**

MOTION: to ratify the actions of the Board in 2020. **MOVED** by Julie Pilon. **Seconded** by Dianne Million

- **Motion carried**

- b) **To Ratify new office of registrations**

MOTION: to ratify the change of registrars commencing in 2022 from the CLRC to the CWHBA office, as established by the Board. **MOVED** by Julie Pilon. **Seconded** by Dana Young

- **Motion carried**

12) By-Law Amendments – None this year

13) Elections

Edward Kendall – we are going to accept nominations from the floor.

- a) **Vice Chair – two-year term (incumbent Susan Jenkins)**

Susan Jenkins – Nominated and she has agreed to stand

Must be a board member elected to this position, but anyone can make the nomination.

No additional nominations.

Susan Jenkins is elected by acclimation.

- b) **Stud Book Committee Member – two-year term (incumbent Janine Olson)**

Janine Olson – Nominated and she has agreed to stand

Any member can be elected to this position.

No additional nominations.

Janine Olson is elected by acclamation.

c) **Honorary Member(s)**

No nominations for Honorary members for this year.

14) Motion to set a Date and Location for the 2021 AGM in 2022

Susan Jenkins – would hope that we can be in person. We will set a tentative date and location. Quebec was asked if they would still be willing to host?

- Michelle Tremblay – Yes
- Discussion of tentative dates. Date in late February or early march will not have audited financials completed. Tentatively March 20, 2022 was general consensus.

MOTION: The 2021 AGM will be hosted in Quebec tentatively on March 20, 2022.

MOVED by Susan Jenkins. **Seconded** by Marie Arsenault.

- **Motion carried.**

15) Motion to Adjourn

Chris Gould – before we finish when Janice had to sign off, she phoned to say that she wanted to thank everyone for their support and hard work over a very difficult year especially for her as a new chair being mentored and supported by many of the board members.

Susan Jenkins – added thanks to Janice for taking on the job and doing such an excellent job with it.

Cathy Chalak – Thanks to everybody, and just a reminder to check out the spring riding horse sale. It is looking great.

Adjournment Moved by Jennette Coote. **Seconded** by Julie Pilon at **2:32P.M. MDT.**