



## AGENDA

1. Meeting called to order - Introduction of 2022 executive
2. Roll call/attendance via zoom
3. Adoption of agenda ( any additions?)
4. Adoption of 2021 meeting minutes, “review “motions or actions called upon
  - a) business arising from the minutes
5. Presidential report - motion to accept
6. Treasurer Report (chapter financials)- motion to accept
7. Audit Reviews
  - a) spring and fall sales
  - b) general chapter audit
  - c) audit committee
8. Mare inspection report Budget for 2023 \$1000 per inspection
9. Breeders’ Show report., Budget for 2023?
10. Sales committee report -/ Spring Performance and Fall Breeders’ sales /website and nominations/committee members/ BUDGETS
11. Promotions and Marketing Report
  - a) Social media - facebook, instagram, tik tok
  - b) ambassador programs
  - c) branding - swag, show or event materials
  - d) personell representation at WBFSH meetings
  - e) BUDGET 2023(2021 =\$ 16000)
- 12 . International Young Breeders report - look towards Denmark in 2024  
Budget for education and promotion \$4000
13. . National News
  - a) Stud Book committee
  - b) Stallion service Auction - stallion and non-stallion items , IYB
  - c) Other -

14. Communications

- a) National Website - member services /chapter news/-advertisings sales of horses
- b) National - instagram/facebook
- c) E\_NEWS!!!!!!!!!!!!

15. . New Business

- a) education - ideas/initiatives/
- b) incentives or initiatives for how we may utilize our funds for our breeders

16 Nominations: all nominees and voters must have current 2023 membership

Executive and board of directors meet via zoom first Tuesday of every month at 7 pm  
THANK YOU TO ALL THE DIRECTORS THIS YEAR WHO MADE THE CHAPTER  
SUCCESSFUL

2023 nominations include:

1 President 2 year term

2 Vice President 2 year term

3 Secretary 1 year term

4 Treasurer 1 year term

DIRECTORSHIP:

5 Alberta chapter directors at large 1 year term

6. CWHBA National director need 1( automatically is an Ab director and for 2 year term)

7. CWHBA National delegate. Need 1(automatically is an Ab director)

8. Provincial Mare Inspection coordinator

9. Breeders Show committee chair

10. Young Breeder committee chair

11 Promotions and Marketing committee chair

12. Education committee Chair

13. Sales committee chair

14. Auditors - audit committee. We need 2 from our general membership

WE NEED THE SUCCESSFUL MEMBERS FOR THE BOARD TO FORWARD THIER  
EMAIL PHONE AND PHONE NUMBERS PLEASE TO THE CHAPTER EMAIL

15. ADJOURNMENT

\*\*\*\*BOARD OF DIRECTORS MEETING TUESDAY FEBRUARY 7, 2023, 7 PM



## 2021 PROVINCIAL ANNUAL GENERAL MEETING MINUTES

**Location:** CWHBA - AB Secretary is inviting you to a scheduled Zoom meeting.

**Time:** Feb 6, 2022 6:30 PM Mountain Time (US and Canada)

**Attendance:** Dean Ricard, Cathy Chalack, Chris Gould, Gerrit Brinkman, Jennette Coote, Katrina van den Bosch, Lisa Mazur, Shauna Cook, Doreen Kulscar, Coreen Jamieson, Lesley Rhys-Williams, Amber Callan, Amber Dijkstra, Cassandra Morrish, Rod Jack, Stacy Miller, Heather Smith, Vanessa Bastura, Nakisha Molyneux, Trish Thompson, Troy Swindell

### Call to Order 6:40 PM

#### Adoption of Agenda

**Motion:** Katrina Van Den Bosch moves to adopt the agenda as presented, 2<sup>nd</sup> by Jennette Coote, All in Favor, Motion passed.

#### Adopt previous meeting minutes and review motions from previous AGM

No discussion or questions arose from previous motions or minutes

**Motion:** Chris Gould moves to adopt the 2020 minutes as presented, 2<sup>nd</sup> by Gerrit Brinkman, All in Favor, **Motion passed.**

#### President Report

Cathy Chalack read the report from AGM package No discussion or questions arose from report Cathy declared the presented report filed

#### Treasurer's Report

Stacy Miller spoke to her report and brought forward that we need to earmark money to be spent so we don't lose our nonprofit status Stacy Miller recommends we spend \$40,000 to \$45,000

Discussion/ Comments:

Asked if there a guideline to determine how much money should be spent? Ideally, we should be breaking even however Stacy will do some research on possible guidelines on how much we should be spending What percentage of profit is \$45,000?

That would be approximately 90% of the profit Brought forward it may be worth weighing pros and cons to having our nonprofit status vs paying taxes to keep more money in the bank Part of the larger profit could be from not being able to spend money on the Ambassador programs

Moving forward we would have a Board Member be the lead to collect all the ideas for earmarking and have a committee of at least 3 bring those ideas forward to the rest of the Board of Directors to vote

**Motion:** Chris Gould moves to accept the Treasurers report as presented, 2<sup>nd</sup> by Jennette Coote, All in Favor, **Motion passed.**

#### Audit Reviews

Stacy Miller reviewed the audit report from the AGM package No questions or questions arose from report.



Cathy Chalack declared the presented report filed

### **Mare Inspections Report**

Cathy Chalack reviewed the report from AGM package

Discussion/ Comments:

With all the paperwork going through the national office there can't be any late entries/ walk ins for the inspections which will help keep the day running better and should be stopped anyways. Do we provide anything for the Highest Scoring mare? There is an award nationally but might be worth doing something for the Highest Scoring Alberta mare

Cathy declared the presented report filed

### **Breeders Show Report**

Cathy Chalack asked everyone to review report

Discussion/ Comments:

Judges at the show didn't write down remarks about each horse perhaps we can get that this year. It is useful for future reference for breeding stock and future crossing. Normally the judges do an oral adjudication on each horse, however there might not have been time to do so. Might be able to setup the schedule differently to accommodate this.

Might need to make sure there is a scribe present to help the judges

Need to perhaps get more education regarding the linear profile system

National is working on getting a webinar built on linear profiling and could also do an education day on linear profiling.

Having it back-to-back with the fall sale made improvements for the exposure for the young horses sold in the fall sale

The show was originally scheduled to be a 2-day show and last minute was changed to a 1-day show, so all the times got compressed. This year the committee needs to decide keeping it a 2-day show to spend more time on each section. It was recommended to do a poll for the members that always attend to see if they want to stay over night

The association has been talking for quite a few years about running a real horse show with jumping classes and imbed the breeders' classes into the show. This format is used in other stud books to bring more people out.

Cathy Chalack declared the presented report filed

### **Breeder Auction Sales & Auction Website Report**

Katrina Van Den Bosch reviewed the report from AGM package

Discussion:

Nominations from the Spring Sale close on February 25<sup>th</sup> and they won't take more than 20 horses

How many entries are there for the Spring Sale? So far there are 5 entered and 7 or 8 working on the paperwork

What are the minimum number of entries required to run the sale? Couldn't confirm exactly however thought it was around 10 to 12



What would happen if the minimum entries for the Spring Sale weren't met? The board of directors would have to vote whether to run the sale as a promotional sale. Maybe the Sales Admin Team and chair should present the board with reasons to move forward with the sale or not.

Cathy Chalack declared the presented report filed.

### **Stallion Service Auction Report**

Doreen Kulscar gave an overview of the auction so far: auction went live on Feb 14<sup>th</sup>, and so far, there is \$13,000 in revenue. It's a little early to tell how it will go but there are quite a few stallions not bid on yet and other auctions haven't sold horses so might be a different year.

2 Alberta lots haven't gone up yet because the paperwork hasn't been completed and hesitant to post until the paperwork is completed, might go up on round 2.

Discussion/ Comments:

Cathy Chalack sent in changes to the Stallion page, and they haven't been updated. If there wasn't enough information on the nomination sheet the committee was pulling information off the Stallion Guide or last year's nomination sheet which could be causing some of the issues.

The committee is having difficulties getting the nomination forms back from the breeders.

Cathy Chalack declared the presented report filed.

### **Promotions and Marketing Report**

Cathy Chalack asked everyone to review the report and budget from the AGM package.

4 saddle pads were handed out to Breeder Ambassadors.

Bursary Ambassador and Elite Ambassador programs didn't go through last year due to covid and the uncertainty of the show season.

Gave out ~15 Breeder plaques last year.

Discussion/ Comments:

Sponsor Material or Young Horse classes at horse shows. Jump Alberta working on Young Horse classes and might approach CWB.

Suggestion about having a booth setup at horse shows to hand out CWB information, might have to pay someone for their time/travel.

What fees are associated with show sponsorship? Usually it's anywhere from \$500-\$1500 for sponsorship and use of our jump.

What to get banners made for Dressage and Hunter rings.

Would we be able to pass on some of the promotions work to the CWB office? Likely not this year as they are still getting settled in however a possibility for the future.

Suggestion was made to have the marketing committee come together and come up with a few projects that could be farmed out to a paid person to help with the workload. Gavin Pearson expressed interest in this kind of position.

Lisa Mazur to get admin access to the AB CWB Facebook and Instagram accounts for Cathy Chalack and herself (currently Coreen, Laura had Facebook and Brittany, Montana had Instagram).



Coreen Jamieson and Lisa Mazur started a project of handing out show awards to all levels for CWB horses

Recommended to narrow focus to 1 or 2 major projects because if it gets too ambitious it's too hard to get it all done

Cathy Chalack declared the presented report filed

**Motion:** Doreen Kulscar moves to increase the marketing/ promotions budget to \$20,000 based on last years' budget with the expectation of additional promotional materials and expenses, 2<sup>nd</sup> Jennette Coote, all in favor, **Motion Passed**

**Motion:** Doreen Kulscar moves to have the existing Marketing Committee come together to determine which projects could be farmed out on a contract basis and to bring forward to the Board of Directors at a later date, 2<sup>nd</sup> by Jennette Coote, All in Favor, **Motion Passed**

### **Young Breeders - no report submitted**

Going ahead in Holland July 7- 9

Maria Ardito is the National young breeder Coordinator and going to make an announcement on teams

Nakisha would like to fill the chair role for Alberta Young Breeders

Could potentially have 2 full teams going to the competition (Junior and Senior) and likely everyone that applied will get to go (waiting for final confirmation)

Discussion/ Comments:

The team is willing to help wherever they can and will need to get some practice rounds in before the competition which will be open for all breeders too

Will discuss at Board of Director level about financial support for the competition

If anyone has suggestions on clinicians for presenting horses in hand, judging horses on the triangle, loose gaits, and free jumping reach out to Cathy and Nakisha

Suggestion was brought forward to pay for a subscription to Clip My Horse for the teams to review previous shows. Cathy Chalack is going to check if the Young Breeders get free access

### **National News, including Stud Book Committee Update**

Jennette Coote reviewed the report from AGM package

Developed a system to judge by video and used that system for the 2021 stallion licensing tour. We had 4 senior inspectors and 2 European inspectors study each video to come up with their own score. Once everyone scored each video, we all came together and gave collective scores. The biggest issue is the time lag to give results. This system can give us more opportunities to help the membership get into these programs.

Going to cut down the videos and use as a lead into the AGM, will also go up on the website

No longer using CLRC and our new database is up and running. At this point the only stuff we have available to us is the back office which is available to the office staff.

Can send documents by email instead of mail and billing system is much easier to understand. The database is working and very few errors have been found. The major difference people will notice is that we will no longer be using the numbering ID system of APPR(CANAB# 1<sup>st</sup> year studbook) instead we will be using the UELN which will help us communicate better with other studbooks. The database isn't



ready for the front office (membership access office), but they are creating a brand new one for us and haven't gotten a set date of completion but hoping for March.

The new database can share information with other stud books using horse link

Discussion/ comments:

The video inspections won't work well if they don't follow the restrict rules which can cause problems

Can we put another notice out about the delay in use of the new system? The committee is meeting with the Equus team tomorrow and once they get a firm date will send a notice out the membership again.

We should stop requiring Stallion reports because all registered horses require DNA National AGM is March 20<sup>th</sup> via zoom

Cathy Chalack declared the presented report filed

### **Communications - no report submitted**

Phase 1 of the website has been completed which is just bear bones with links to the documents, stallion directory, awards, and chapter pages. The next phase is the link to the new stud books management system with online registration and transfers.

Discussion/ comments:

Not sure how people find information when they are looking for it on our new website when they are looking for it. Does the new website work like Facebook where everything keeps going down and disappears out of site? When it comes to the news, we have a submission button by the archive news so when a new news comes up on the main page the old news goes into the archive.

Would be nice if each submission was put under a heading so people could just read the heading and if they wanted to, they could click the link to go to the submission, like an index.

Not utilizing Instagram as much as we can and could link all the social media platforms better

Cathy Chalack declared the presented report filed

### **New Business**

We are registered for the Horse Expo April 15<sup>th</sup> (9am- 6pm), 16<sup>th</sup> (9am- 6pm) and 17<sup>th</sup> (9am-5pm) with move in on April 14<sup>th</sup>. We are looking for volunteers to help with the booth, some of the young breeders have volunteered already but looking for more people. If you are interested in volunteering reach out to Cathy or Lisa. They are hoping all covid restrictions will be lifted.

Date for next AGM tentatively set for Saturday January 28<sup>th</sup>, 2023

Next Board of Directors Meeting set for Tuesday March 8<sup>th</sup>

### **Nominations**

#### ***Presented Nominations:***

**Treasurer:** One-year term ending January 2023- Stacy Miller. **Motioned** by Cathy Chalack to accept Stacy Miller, 2<sup>nd</sup> Jennette Coote, **All** in Favor, **Motion passed**





**Secretary:** One-year term ending January 2023- Lisa Mazur. **Motioned** by Cathy Chalack to accept Lisa Mazur, **2<sup>nd</sup>** Chris Gould, **All** in Favor, **Motion passed**

**National Director:** Two-year term ending January 2024- Jennette Coote. **Motioned** by Chris Gould to accept Jennette Coote – , **2<sup>nd</sup>** Cathy Chalack, **All** in Favor, **Motion passed**

**National Delegate:** One-year term ending January 2023- Gerrit Brinkman, Lorrie Jamieson (Alternate – Doreen Kulcsar and Cathy Chalack as president). **Motioned** by Chris Gould to accept Gerrit Brinkman, Lorrie Jamieson, and Doreen Kulczar as Alternate and Cathy Chalack as president, **2<sup>nd</sup>** by Jennette Coote, **All** in Favor, **Motion passed**

**Young Breeders Coordinator:** One-year term ending January 2023- Nakisha Molyneux. **Motioned** by Cathy Chalack, to accept Nakisha Molyneux as Young Breeder Coordinator, **2<sup>nd</sup>** by Lisa Mazur, **All** in Favor, **Motion Passed**

**Provincial Mare Coordinator:** One-year term ending January 2023- Cassandra Molyneux. **Motioned** by Cathy Chalack, **2<sup>nd</sup>** – Lisa Mazur, **All** in Favor, **Motion Passed**

**Audit Committee:** One-year term ending January 2023- Cassandra Molyneux, Gerrit Brinkman, Rod Jack. **Motioned** by – Jennette Coote, **2<sup>nd</sup>** Cathy Chalack, **All** in Favor, **Motion Passed.**

**Directors at Large** – One year term ending January 2023. **Motioned** by Jennette Coote that the list below be nominated – **2<sup>nd</sup>** Cathy Chalack, **All** in Favor, **Motion Passed**

Cathy Chalack – President
Coreen Jamieson – Vice President
Lisa Mazur – Secretary
Stacy Miller – Treasurer
Cassandra Morrish – Provincial Mare Inspection Chair, Audit Committee
Nakisha Molyneux – Young Breeders Chair
Chris Gould – National Communications
Shauna Cook
Gerrit Brinkman – National Delegate, Audit Committee
Doreen Kulcsar – National Delegate Alternate
Lorrie Jamieson – National Delegate
Lesley Rhys-Williams
Katrina Van Den Bosch – Sale Chair
Rebecca Beechinor
Jennette Coote – National Director
Janine Olson – National Director
Rod Jack – Audit Committee
Vanessa Bastura





**The following positions to be voted on during the next Board of Director meetings:**

**Breeder Show Chair(s)**

**Marketing/ Promotions Chair(s)**

**Education Chair**

**Earmarking Profit Chair**

**Adjournment**

**Motion** made by Jennette Coote, 2<sup>nd</sup> Chris Gould to adjourn the meeting at 9:07 pm,

**All in Favor, Motion Passed.**

## **Nominations Committee Report Alberta Chapter**

Rod Jack – Jennette Coote – Gerrit Brinkmann

<b>Out Going Board and Executive</b>	<b>Position</b>
Name	
Cathy Chalack	President
Coreen Jamieson	Vice President
Lisa Mazur	Secretary
Stacy Miller	Treasurer
<b>CWHBA- ALBERTA CHAPTER DIRECTORS</b>	
Name	
Janine Olson	National Director
Jennette Coote	National Director
Lorrie Jamieson	National Delegate
Gerrit Brinkmann	National Delegate
Doreen Kulcsar	Alternate Delegate
Nakisha Molyneux	Director
Chris Gould	Director
Rod Jack	Director
Katrina Van Den Bosch	Director
Cassandra Morrish	Director
Lesley Rhys-Williams	Director
Vanessa Bastura	Director
Rebecca Beechinor	Director
Shauna Cook	Director

**Nominations may be made from the floor**

<b>Nominations Received</b>	<b>Term</b>
Name	
Cathy Chalack	President 2023-2025
Cassandra Morrish	Vice President 2023-2025
Brenda William	Secretary 2023-2024
Stacy Miller	Treasurer 2023-2024
 CWHBA- ALBERTA CHAPTER DIRECTORS -	
Name	Unless specified 2023
Janine Olson	National Director 2023-2025
Jennette Coote no election required	National Director 2022-2024
Gerrit Brinkmann	National Delegate
	National Delegate
	Alternate Delegate
Nakisha Molyneux	
Chris Gould	
Rod Jack	
Katrina Van Den Bosch	
Lesley Rhys-Williams	
Lisa Mazur	
Kailey Parking	
Doreen Kulcsar	
Lorrie Jamieson	

## TREASURER REPORT - January 28th 2023

### Key Highlights

as at December 31st 2022

***Please note: Due to unforeseen circumstances the Audit Committee has been unable to complete their internal audit. This will be done as soon as the required information has been provided.***

#### **Assets**

General Funds Available	\$ 122,748.65
GIC Term Expires 2023	\$ 13,258.37
GIC Held-Mastercard Security	\$ 5,000.00
Prepays	\$ 69.30
Promotional Inventory	\$ 4,946.00

#### **Liabilities**

Accounts Payable	\$ 5,697.56
Mastercards	\$ 69.30
Young Breeders Liability	\$ 301.00

#### **Profit and Loss**

##### **Revenues**

Marketing and Promotions	\$ 306.00
Spring Sale	\$ 31,195.00
Fall Sale	\$ 68,462.00
Breeder Show	\$ 3,248.00
National Contribution for SSA and Mare Inspections	\$ 9,929.00
Interest and Misc.	\$ 2,004.00
	<u>\$ 115,144.00</u>

##### **Expenses**

Marketing and Promotions	\$ 57.00
Spring Sale	\$ 39,173.00
Fall Sale	\$ 56,897.00
Breeder Show	\$ 5,814.00
Foal Futurity	\$ 3,822.00
Young Breeders	\$ 3,600.00
General Operations	\$ 4,716.00
	<u>\$ 114,079.00</u>

Net Excess (Shortfall) over Budget	\$ 1,065.00
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*Stacy Miller*

Stacy Miller  
Treasurer

**Canadian Warmbloods Horse Breeders Association- AB Chapter**  
**Balance Sheet Comparison**  
As of December 31, 2022

	Total	
	As of Dec. 31, 2022	As of Dec. 31, 2021 (PY)
<b>Assets</b>		
<b>Current Assets</b>		
Cash and Cash Equivalent	141,331	134,874
Prepaid expenses	69	551
Promotional Inventory	4,946	5,152
<b>Total Current Assets</b>	<b>146,346</b>	<b>140,577</b>
<b>Property, plant and equipment</b>		
Display Booth, net of depreciation	54	67
<b>Total Assets</b>	<b>146,400</b>	<b>140,644</b>
<b>Liabilities and Equity</b>		
<b>Liabilities</b>		
<b>Current Liabilities</b>		
Accounts Payable (A/P)	5,698	586
Credit Card	69	490
Young Breeder Reserve Fund	301	301
	<b>6,068</b>	<b>1,377</b>
<b>Net Assets</b>		
<b>Net Assets Restricted for Special Projects</b>	35,000	35,000
<b>Unrestricted Net Assets Carry Forward</b>	104,267	54,688
<b>Unrestricted Net Assets Current Year</b>	1,065	49,579
<b>Total Equity</b>	<b>140,332</b>	<b>139,267</b>
<b>Total Liabilities and Equity</b>	<b>146,400</b>	<b>140,644</b>

*Stacy Miller*

Stacy Miller  
Treasurer

# Canadian Warmbloods Horse Breeders Association- AB Chapter

## Profit and Loss Comparison

January - December 2022

	Total	
	Jan - Dec. 2022	Jan - Dec. 2021 (PY)
<b>INCOME</b>		
Horse Auction- Fall	68,462	100,690
Horse Auction- Spring	31,195	43,497
Breeders Show	3,248	5,198
Merchandise	306	2,782
Miscellaneous	10,908	13,753
Interest Income	1,025	465
	<b>115,144</b>	<b>166,385</b>
<b>EXPENSES</b>		
Bank charges	140	101
Horse Auction- Fall	56,897	67,151
Horse Auction- Spring	39,173	34,774
Breeders Show	5,814	7,235
Dues and Subscriptions	1,010	661
Office Supplies	-	166
Donation	1,003	-
Depreciation	13	17
Merchandise	57	2,295
Travel and Meals	990 -	1,083
Miscellaneous	8,982	5,489
Total Expenses	<b>114,079</b>	<b>116,806</b>
<b>NET PROFIT</b>	<b>1,065</b>	<b>49,579</b>

*Stacy Miller*

Stacy Miller

Treasurer