

CWHBA

2021 Annual General Meeting

Minutes

Held by teleconference
March 27, 2022

Attending: Janice Tyndall - National Chair; Janine Olson - National Stud Book Committee, AB National Director; Cathy Chalack - AB Chair, Delegate; Gerrit Brinkmann - AB Delegate; Barb Easthom - AB Member; Jennette Coote - AB National Director, National Stud Book Committee; Julie Pilon - BC Chair, Delegate; Roxy Shippers - BC Delegate; Joy Cook – BC National Director; Lynne Robinson - BC Delegate; Marilyn Powell - National Awards Committee Chair; Andre Sigmond - National Stallion Service Auction Committee Chair; Jan Ash – MB Delegate; Dana Young -MB Chair, National Director; Marc Deremiens – MT National Director; Sarah King - Maritimes Chair, National Director; Louise Masek - ON National Director; Heather Cowell - ON Chair, National Delegate; Susan Jenkins - ON National Director, National Treasurer; Julie Cantin – QC Delegate; Judy Kirkby – SK Delegate; Lisa Longtin - SK National Director; Dianne Million - SK Chair, National Director, National Membership Committee Chair; Jeannette Adams – External auditor from St. Arnaud Pinsent Steman; Victoria Kendall – CWHBA office; Nakisha Molyneux – AB Director; Scarlett Graham – ON member; Diana Pella - SK Delegate; Edward Kendall – Honorary member, National election moderator; Chris Gould – National communications Chair, AB Director.

Call to Order: 11:00 AM. MDT

1) Introduction of Directors & Delegates & Members

- Attendees introduced themselves.
- Instructions for Zoom meeting protocol explained.

2) Agenda Approval

MOTION: To accept the agenda as circulated. **MOVED** by Louise Masek. **Seconded** by Chris Gould

Chris Gould – add opportunity for Young Breeders discussion under communications.

- **Motion carried.**

3) Approval of Minutes from 2020 AGM

- a) Approval of Minutes from the 2020 AGM, held April 25, 2021

Corrections and omissions

- None

MOTION: To accept the 2020 AGM minutes as circulated and reviewed. **MOVED** by Jennette Coote. **Seconded** by Chris Gould.

- **Motion carried.**

4) Chair's Report – Janice Tyndall

- Presented written report (see appendix A)
- Completed 3 major tasks.
 - Re-opening the CWHBA office.
 - Migrating away from CLRC to in house management through the Equis studbook system
 - Website redesign
- We were notified that our appointed auditor Bruce G. Drysdale, was resigning and so a tender was put out, from which St. Arnaud Pinsent Steman was selected.

5) Treasurer's Report – Susan Jenkins

a) Review Financial Statements

- Jeannette Adams presented the Audited Statements and Report as circulated.
 - Report was a qualified opinion as not possible to fully test all revenue. This is very common with not-for-profits.
 - Held some discussion regarding the suggested improvements of having signed reviews of various records.
 - Gerrit Brinkman – These are things the chapters could consider doing as well.

MOTION: to accept the audited financial statements and report for 2021. **MOVED** by Dana Young. **Seconded** by Julie Pilon

- **Motion Carried**

b) Presentation of 2022 Budget – Susan Jenkins

- The budget has been approved by the board and is available for review. There will be some changes as we get more details on the costs.
 - Cathy Chalack - Should add approximate cost for the young breeder's competition of \$6600.

MOTION: To accept the budget as presented. **MOVED** by Andre Sigmond. **Seconded** by Jennette Coote.

- **Motion Carried**

c) **Affirm rebates to Provincial Chapters**

Barbra Easthom - Reviewed Chapter Payouts

- Payouts are made up of a membership rebate at \$5 less a \$2 insurance cost per member and inspection rebate of \$45 per mare/stallion.

MOTION: To keep the rebates at the same level of \$5 (less the insurance) and \$45 for this year. **MOVED** by Chris Gould. **Seconded** by Susan Jenkins

- **Motion Carried**

d) **Appoint 2022 Year End Financial Review Officer**

MOTION: to appoint St. Arnaud Pinsent Steman as our yearend financial review officer. **MOVED** by Susan Jenkins. **Seconded** by Dana Young.

- **Motion Carried**

6) **Management Committee Reports**

a) **Membership – Dianne Million**

- Reviewed written report.
- Joy Cook – consider making courtesy calls to new members?
 - Potentially notify the chapter for them to reach out to new member directly.
- Would like to have a membership brochure available for circulation at the AB expo event.

b) **Awards – Marilyn Powell**

- With the reduced overall competitions getting nominations were very much reduced.
- The inspections were done, and fewer results submitted. REMINDER that sport results can be used for the Mare Production Premiums.
- Awards are a way to promote this association – we participate in the USEF and

USDF awards and they get a lot of interest.

- Chris Gould - Any reason to change the way we calculate any of these awards at this time?
 - Discussion
 - Will consider and look into in future.

c) Communications – Chris Gould

- The focus was the website.
- We are using Facebook, E-news, Instagram, and World Breeding news are our communication vehicles.
- Have created a button on our front page for submitting news.
 - Could be results or human-interest stories.
- Janine Olson – Who is on the committee?
 - Chris Gould – It is volunteer committee, that does not really meet as a committee, Brittany Davis is doing the Instagram, Susan and Sarah were a part of the website development. Anyone that would like to volunteer to be a part of the committee would be welcome to do so. We would like to have representative from each chapter. Will be a having a meeting with the chapters and Peter to discuss the development of the chapter pages.
 - Perhaps the member outreach discussed could be handled through this group instead of memberships?

d) Young Breeders – Nakisha Molyneux

- Had meeting at start of March to discuss travel and costs.
 - Looking to be about \$2500/person
 - Working on training and continuing with individual and team meetings as we go.
- Dana Young - Once all the attendees are confirmed perhaps circulating little bios for introduction to notify the chapters and could request donations.
- Heather Cowell – The girls have set up a facebook group for communicating and they have created Bios for this that can be shared, and the plan is to reach out to the chapters directly about setting up fundraisers.
- All this can go out on the website as well.

e) Office – Jennette Coote

- Victoria Kendall – Summarized written report circulated.
 - Started very part time in July with just some administrative organization to much busier through the end of the year with the start of applications

- coming in and the transition to Equis.
 - Report shows the applications received from October to December
 - Spent time in support of the stallion video licensing and the other programs in the association.
 - The phased in approach did seem to work as intended to transition the contacts for the general membership and workflows.
- Joy Cook – It has been very nice to have someone in the office and answer the phone when you call.
- Jennette Coote – was disappointed with the delivery of the files, as it was March rather than the start of January when we received so many open files. Victoria has created a spreadsheet that tracks when everything received and what the status of it is so it can be referenced when needed on the help desk. We were not able to meet our timeline goals as it has been slower than hoped with Equis and of course CLRC. The help desk received about 2100 tickets asking for help and information. Our goal is to get caught up and service the members properly with information and papers.
 - Chris Gould – it should be noted that the GM of CLRC has taken a leave of absence so this may have been a factor in the operations there.
- Julie Pilon – Want to say thank-you to Jennette and Marilyn for working on the Help Desk those are phenomenal numbers and your work is greatly appreciated.

MOTION: to accept the Management Committee reports. **MOVED** by Dianne Million. **Seconded** by Julie Pilon.

- **Motion Carried**

7) Board Reports

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

- Janice Tyndall – Not much to report other than EC is still working on their identification and traceability program.
 - Chris Gould – one reason we still stay involved with this is to ensure that the UELN is the number that traces the animal and that the studbook of origin is the body that gives the identification to the animal. This will also mean we can better connect the sport results. This is subject to EC getting funding.

b) WBFSH – Chris Gould

- Chris Gould – 3 priority projects right now are;

- the data sharing platform between studbooks and the FEI.
 - creating an international breeding value system
 - studbook data sharing – can do with HorseLink through the Equis system.
- Also, we have created a State of the Industry report that should be coming out in the next 4-6 weeks
 - The idea is to give an overview of the sport horse industry as a tool for studbooks, breeders, and government policy makers.
- Marilyn Powell – Thank-you to Chris and Edward for their work over the last 6 years and their continued efforts with these initiatives.
- Edward Kendall – It has been a pleasure; it is nice to see these other small studbooks and say we have considered this or done this. We are perceived by other studbooks, thanks in large part to Chris, to be a leader in trying to accomplish these things. Chris has been pushing these ideas forward on behalf of the smaller studbooks. It is valuable to be engaged at that level. The bigger books, do need the smaller ones, so being there and being vocal does bring some of these issues forward. We look forward to continued opportunities to engage with that organization.
- Cathy Chalack – would like to echo those comments as well. The CWHBA is very well regarded, and it is very important that we have that voice and representation there. Thank-you gentlemen for your work on this.

c) National Stallion Service Auction – André Sigmond

- 2021 SSA was very successful we had a line up of 39 stallions and 19 non-semen items. A gross income of \$35,681. Big thank-you to all the stallion owners and donors of the non-semen items and all the committee members, they did a great job.
- Jennette Coote – Chapters when you hold your foal futurities, please make sure that the website gets the information and pictures.

d) Equis studbook management software

- Open for questions
- Chris Gould – when we started we thought the Front Office would be implemented right away, but they made the decision to create a new Front Office in part to adapt to what we are doing and it will be what new associations use as they come online. This has caused a delay and some little translations, and what are the functions we want. A bit disappointed with the delay getting it out to the public but really happy with how they are to work with and the functionality on the back office.

MOTION: to accept the reports from the board. **MOVED** by Chris Gould. **Seconded** by Jennette Coote.

- **Motion carried.**

8) Studbook Committee

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

- Jennette Coote – Equis was a big portion of the year getting that up and running.
 - Out of last year's AGM we were asked to come up with a way to evaluate video inspections.
 - We did come up with a set of protocols.
 - We do not expect this to replace in person inspections, but there are reasons to have this as an option.
 - We used this process for the National Tour. Sometimes took a long time to get the video file. Håkan Wahlman and Jan-Ove Olsson participated as senior inspectors and they felt the system worked pretty well. This option for the stallion tour reduces the overall costs and increase the availability of dates for hosting a Licensing.
- Dana Young – I liked the video option and the idea that it goes back to a central panel for review with the EU inspectors. I think it unifies the country more for the stallions.

Discussion

- Video option ensures we don't miss anyone.
- Makes it easier for members.
- Information resource for membership.

MOTION: to accept the Studbook Committee report for 2021. **MOVED** by Janine Olson. **Seconded** by Sarah King.

- **Motion carried.**

9) Provincial Chapter Reports

- a) **British Columbia**
- b) **Alberta**
- c) **Saskatchewan**
- d) **Manitoba**

- e) **Ontario**
- f) **Quebec**
- g) **Maritimes**

MOTION: To accept the 2021 chapter reports as submitted. **MOVED** by Julie Pilon.
Seconded by Cathy Chalack.

- **Motion carried.**

10) Motions

- a) **To Ratify actions of the Board of Directors Actions 2021**

MOTION: to ratify the actions of the Board in 2021. **MOVED** by Andre Sigmond.
Seconded by Dana Young.

- **Motion carried.**

11) By-Law Amendments – None this year

12) Elections

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

- a) **Chair – two-year term (incumbent Janice Tyndall)**

Janice Tyndall – Nominated by Jennette Coote, seconded by Julie Pilon and she has agreed to stand

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

No additional nominations.

Janice Tyndall is elected by acclamation.

- b) **Stud Book Committee Member – two-year term (incumbent Jennette Coote)**

Jennette Coote – Nominated by Chris Gould, seconded by Marilyn Powell and she has agreed to stand

Any member can be elected to this position.

No additional nominations.

Jennette Coote is elected by acclamation.

- c) **Honorary Member(s)**

- Chris Gould – we have not nominated an Honorary member in several years and I

am concerned that we have not maintained our archival records for this very well. It is our intention to create a webpage for our honorary members with a little write up on each, so I will be soliciting information from people to do this.

- Typically, we have put this forward from the Board prior to the AGM

No nominations for Honorary members for this year.

Discussion about the creation of a committee for determining Honorary members.

- Clarify parameters for this.
 - Potentially open up for people acting on behalf of the chapter rather than nationally.

ACTION ITEM: to review the parameters of the Honorary Member qualifications.

ACTION ITEM: that a committee is struck to recommend any Honorary members to be brought forward.

13) Motion to set a Date and Location for the 2022 AGM in 2023

- BC is up – BC will need to meet to determine if able.
 - Will need to notify National within 3 months either way.
- QC might be a backup plan – Sally will talk to Marie about it.
- Costs should be covered through fundraising and registration fees.
 - It is the manpower to organize events that is big thing.

Discussion

- SK chapter has created a plan for how to host an AGM.
- Hoping to be in person for a 2022 AGM

MOTION: That our Membership Chair come to us with recommendation for the AGM in 3 months. **MOVED** by Chris Gould.

14) Motion to Adjourn

Adjournment Moved by Jennette Coote. at **2:05P.M. MDT.**

APPENDIX A

CWHBA

2021 Annual General meeting March 20th, 2022 National Chair's Message to Members

2021 was a very busy year for CWHBA. Due to Covid-19, last year we again were unable to run a full National Tour, but with the partial easing of Covid-19 restrictions across the country, we were able to hold live inspections in a few areas, complemented by "virtual" inspections in some of the other regions. We completed three major projects, (1) re-opening our office, (2) migrating from CLRC to our own studbook system, and (3) the redesign of our website.

Office

In July, we opened an office in Saskatchewan. Our new office is staffed by Victoria Kendall. Thanks to Victoria for a smooth transition.

For now, Jennette Coote and Marilyn Powell are still taking care of our Help Desk. This will gradually be taken over by office staff.

Studbook Registration management

At the end of the year, we withdrew from our participation with the Canadian Livestock Records Corporation (CLRC). We migrated our horse registration database from the CLRC to a new, in-house system based on the Equis studbook management computer system, which is used by several breed organizations around the world, notably KWPN.

Thanks to all the volunteers who worked many hours with the software vendor (Delta Horse in Holland) to make the migration a success.

Website

We undertook a complete overhaul of our website. I'm sure by now you have all seen the updated look and feel of the new website.

Thanks to Chris Gould, the website project committee and to Peter Llewellyn, our web developer, for getting this done.

Late in November, we learned from Bruce Drysdale that he was retiring from his financial audit engagements. As a result, he would not be performing the audit for CWHBA for the 2021 year-end financial statements. Bruce has done a good job for us over the past few years, and he will be missed. This left us with not much time to find another Accountant firm to perform the audit for this year's statements. A tender was put out with 3 firms answering and the firm of St. Arnaud Pinsent Steman Chartered Professional Accountants was chosen.

I want to thank Barb Easthom, our Bookkeeper, for staying on to work with the new accounting firm to prepare the audit working papers for our year end. We also appreciate the great work Barb has done looking after our books the last couple of years. Regular bookkeeping duties have transitioned to our new office.

Alberta held their annual Warmblood sale in the Fall and was a great success.

The 2021 Stallion Service Auction was again very successful.

I really appreciate all the help and guidance provided by the Board to me during the past year.

Respectfully submitted,
Janice Tyndall
Chair

CWHBA

Assemblée générale annuelle 2021 20 mars 2022 Message du président national aux membres

2021 a été une année où des promesses trop longues sont devenues réalité pour la CWHBA. Avec l'aide du conseil d'administration et de nombreux bénévoles, nous avons pris un nouveau départ dont je suis très heureux de vous informer.

En raison de Covid-19, l'année dernière, nous n'avons de nouveau pas été en mesure d'organiser une tournée nationale complète, mais avec l'assouplissement partiel des restrictions de Covid-19 à travers le pays, nous avons pu organiser des inspections en direct dans quelques zones, complétées par "virtuel" inspections dans certaines des autres régions. Nous avons réalisé trois projets majeurs, (1) la réouverture de notre bureau, (2) la migration du CLRC vers notre propre système de stud-book, et (3) la refonte de notre site Web.

Bureau

En juillet, nous avons ouvert un bureau en Saskatchewan. L'administration de notre nouveau bureau est sous-traitée à Victoria Kendall. Merci à Victoria pour une transition en douceur.

Pour l'instant, Jennette Coote et Marilyn Powell s'occupent toujours de notre service d'assistance. Cela sera de plus en plus géré par le bureau.

Gestion des inscriptions au Studbook

À la fin de l'année, nous nous sommes retirés de notre participation à la Société canadienne d'enregistrement des animaux (CLRC). Nous avons migré notre base de données d'enregistrement des chevaux du CLRC vers un nouveau système interne basé sur le système informatique de gestion des studbooks Equis, qui est utilisé par plusieurs organisations de race à travers le monde, notamment KWPN.

Merci à tous les bénévoles qui ont travaillé de nombreuses heures avec l'éditeur du logiciel (DeltaHorse en Hollande) pour faire de la migration un succès.

Site Internet

Nous avons entrepris une refonte complète de notre site Internet. Je suis sûr que vous avez tous déjà vu l'apparence et la convivialité mises à jour du nouveau site Web.

Merci au comité du projet de site Web et à Peter Llewellyn, notre développeur Web, d'avoir fait ce travail.

Fin novembre, nous avons appris de Bruce Drysdale qu'il se retirait de ses missions d'audit financier. Par conséquent, il n'effectuerait pas l'audit pour CWHBA pour les états financiers de fin d'année 2021. Bruce a fait du bon travail pour nous au cours des dernières années et il nous manquera. Cela nous a laissé peu de temps pour trouver un autre cabinet comptable pour effectuer l'audit des états de cette année. Un appel d'offres a été lancé auquel 3 firmes ont répondu et la firme St. Arnaud Pinsent Steman Comptables Professionnels Agréés a été choisie.

Je tiens à remercier Barb Easthom, notre aide-comptable, d'être restée travailler avec le nouveau cabinet comptable pour préparer les documents de travail d'audit pour notre fin d'année. Nous apprécions également l'excellent travail que Barb a fait pour s'occuper de nos livres ces deux dernières années. Les tâches régulières de tenue de livres ont été transférées à notre nouveau bureau.

L'Alberta a tenu sa vente annuelle Warmblood à l'automne et a été un grand succès.

La vente aux enchères de service des étalons 2022 a de nouveau été un grand succès.

J'apprécie vraiment toute l'aide et les conseils que m'a fournis le conseil d'administration au cours de l'année écoulée et je suis vraiment enthousiasmé par l'avenir de l'association, alors que nous continuons à développer ces nouveaux départs et à élaborer nos plans pour 2022.

Respectueusement soumis,
Janice Tyndall
Président du conseil