



## USAWE Board of Directors (BOD) Meeting Minutes



**Meeting Date:** Wednesday, 06.11.2025

**Meeting Time:** 5:00 p.m. Pacific, 6:00 p.m. Mountain, 7:00 p.m. Central, 8:00 p.m. Eastern

**Meeting Frequency/Modality:** 2<sup>nd</sup> Wednesday each Month held virtually via Zoom

**Agenda:** Sent 06.09.2025 and posted to USAWE.org > Corporate > Records > Meeting Minutes > Elected Board Minutes and filed in USAWE G-Drive > Board of Directors (BOD) > Board Meetings folder by Interim Secretary Julie Alonzo

**Minutes:** 06.11.2025 Minutes were e-approved 06.14.2025 by the BOD and posted to the USAWE.org > Corporate > Records > Meeting Minutes > Elected Board Minutes and filed in USAWE G-Drive > Board of Directors

**NEXT BOD MEETING – 07.09.2025**, virtually via Zoom. Submit Agenda items using the online [Board Agenda Item Request Form](#) located on the usawe.org website > Corporate > Records page.

Board of Directors		Attendance at Roll Call		
Executive Committee		Present	Present After Roll Call	Absent
President	Tracey Erway	X		
President Elect	Robin Bond	X		
Interim Secretary	Julie Alonzo	X		
Treasurer	Leesa Nero	X		
At Large Director 1	Amy Star	X		
At Large Director 2	Holly Linz		X (approximately 5:20 Pacific)	
Regional Directors				
R1 Director	Sara Mackenzie	X		
R2 Director	Glynn Hoekstra	X		
R3 Director	Cyndi Harris		X (approximately 6:30 Pacific)	
R4 Director	Kiki Pantaze	X		
R5 Director	Sara Barnwell	X		
R6 Director	Cera Olson	X		
R7 Director	Pat Melton	X		

Current # of Board members = 13 | 7 BOD members required for Quorum.

# BOD members in attendance at roll call = 11 | Quorum was established | BOD Meeting Attendance Log was updated.

**Excused = notified Secretary and President in advance director (or chair) was unable to attend meeting.**

Non-Voting USAWE Committee Chairs in attendance for all or part of the meeting					
Affiliate Organizations	Stephanie Dobiss	X	Licensed Officials (co-chairs)	Christy Reich	X
Awards	Lynn Maloney	X		Doreen Atkinson	
Competitions	Laurie Ridgeway	X	Marketing and Promotion	TBA	
Elections	TBA		Membership	Kate Steffes	X
Ethics	Dan Dahlke	X	Professional Development (co-chairs)	Sue Watkins	X
Financial Oversight	TBA			Seth Marshall	X
Horse Recording	Mindy Finelli		Rules	Amy Star	X
International Competition	Barbara Price		Website	TBD	
Volunteer Coordinator	Emily Osborne		Youth Development	Kasey Riddle	X
Task Force Leads in attendance for all or part of the meeting					
Bylaw Review	After P&P reviews		Strategic Planning	Tracey Erway	X

Current # of Committee Chairs/Task Force Leads = 15; 8 in attendance.

**Additional USAWE Members in attendance for all or part of the meeting:** Alexa Maine, R1; Kristine Strasburger, R3; Dionne Newton, R3; Stephanie Hayes, R6, Professional Development Committee Member; Emily Osborn, R7, Volunteer Coordinator; Michelle Lackey, R5; Nicole Chastain, R2.

**Call to Order:** President Tracey Erway called the meeting to order at 5:00 PM Pacific time.

-----



# USAWE Board of Directors (BOD) Meeting Minutes



## PUBLIC COMMENT PERIOD

President Tracey Erway opened the floor to members not on the Board interested in speaking to any topics on the agenda for the night. No members requested the opportunity to speak at tonight’s meeting. This opportunity will be offered again in future meetings.

## TREASURER’S REPORT APPROVAL

In advance of the meeting, Treasurer Leesa Nero had provided the Board with detailed financials. She reviewed the report and asked if any Board members had any questions.



### USAWE TREASURERS REPORT Report for June 11, 2025 Board of Directors Meeting

The month of May 2025 has been reconciled.

Cash Assets as of May 31, 2025 are as follows:

• Chase Bank Checking.....	\$	19,523.57	
• Chase Bank Savings.....	\$	20,246.16	
• Chase Bank CD #1 Capital Reserves.....	\$	102,830.38 (1) Matures 08.13.25 Interest + \$ 542.53	
• Chase Bank CD #2 Emergency Reserves...	\$	56,042.44 (1) Matures 09.10.25 Interest + \$ 112.93	
• Chase Bank CD #3 Youth Restricted Funds \$		2,204.44 (1) Matures 08.13.25 Interest + \$ 10.20	
• PayPal Bank.....	\$	<u>1,000.00</u>	
	\$	201,846.99 (2)	

Previous Months Cash Funds Reported:

December 31, 2024	= \$ 210,902.76	July 31, 2025	=
January 31, 2025	= \$ 207,572.63	August 31, 2025	=
February 28, 2025	= \$ 212,094.19	September 30, 2025	=
March 31, 2025	= \$ 205,134.48	October 31, 2025	=
April 30, 2025	= \$ 202,853.86	November 30, 2025	=
May 31, 2025	= \$ 201,846.99	December 31, 2025	=
June 30, 2025	=	January 31, 2026	=

NOTE = Due to submitting these reports in time for each BOD Meeting Agenda, cash on hand and any additional financial reports (quarterly), are based on the latest monthly reconciled bank statement.

- (1) Chase CDs are earning interest on the matured CD totals. They do not create monthly bank statements for reconciliation for these accounts. The interest earned to date will not show in QuickBooks, or the above cash on hand amounts, until after the maturity date noted to the side. CD #2 was renewed for 4 months maturing on September 10, 2025.
- (2) The U.S. Bank Credit Card shows a current balance of \$0.00 as of May 28, 2025. Any new charges will be paid from the current cash by the due date of June 24, 2025.

Respectfully submitted,  
Leesa Nero, Treasurer

In addition, Leesa shared that she will be looking into moving to Stripe as a payment processing platform because PayPal continues to experience difficulties communicating with Findjoo, the membership platform we’re using now. She’ll share more information with the Board as it becomes available.

Current income / expenses appears to be where we would anticipate.

JULIE ALONZO, INTERIM SECRETARY, made a motion; ROBIN BOND, PRESIDENT ELECT, seconded

**Motion #1:** Accept the 061125 Treasurer’s report, as submitted by Treasurer Leesa Nero.

→ **Motion passed by voice vote with 11 in favor, 0 opposed, 0 abstained, 0 recused, 2 absent.**

Director	Vote	Director	Vote
R1 Director – Sara Mackenzie	A	At Large Director 1 – Amy Star	A
R2 Director – Glynna Hoekstra	A	At Large Director 2 – Holly Linz	abs
R3 Director – Cyndi Harris	abs	Treasurer – Leesa Nero	A
R4 Director – Kiki Pantaze	A	Secretary – Julie Alonzo	A
R5 Director – Sara Barnwell	A	President Elect – Robin Bond	A
R6 Director – Cera Olson	A	President – Tracey Erway	A
R7 Director – Pat Melton	A		

**PRESENTATION FROM THE PROFESSIONAL DEVELOPMENT COMMITTEE**

At the request of the Board, Seth Miller and Susan Watkins, Co-Chairs, presented on the committee’s work, both completed and proposed.

Seth went over the updates to the Professional Instructor Program – adding new levels of PIs (\* to \*\*\*\*). Full details on the requirements for each of the levels will be sent to the Board after tonight’s meeting. The higher \* levels will represent higher-levels of competition experience (\*\* through L4; \*\*\* through L5; \*\*\*\* through L6).

Committee Mission

- ▶ The Professional Development Committee educates, evaluates, and recognizes professionals who are members in good standing and residing in the USA. The committee shall be responsible for developing and providing programs to promote and educate WE professionals of the highest quality.



PI Program Mission

- ▶ The USAWE Professional Instructor Program will evaluate and recognize riding instructors who meet and exceed USAWE and industry standards. The program will provide educational opportunities, training, and support to elevate the standards of instruction excellence and contribute positively to the advancement of Working Equitation education with integrity and respect for both horses and riders across all levels.



## Primary Developments - PI Program

- ▶ Reopened May 2024 as "PI Program"
- ▶ New application process
  - ▶ Used not only to maintain high standards among incoming PIs but also to collect data relevant to our programs and future education projects
- ▶ Improved Record Keeping
  - ▶ Spreadsheets that populate data
  - ▶ Simpler Google Forms
  - ▶ Revised and current documents for all aspects of the program
- ▶ Scalability
  - ▶ Committee contacts, record keeping, deadlines, etc.
- ▶ Introduction of PI divisions - June 2025
  - ▶ One to four STARS
  - ▶ One of the primary goals of the committee from 2024

## Latest Projects

- ▶ Resource Librarian – Dionne Newton
  - ▶ To manage our Quarterly meeting, Educational Meeting, and any other resources to be made available to PIs.
- ▶ Promotions Assistant – Abigail Martinez
  - ▶ To assist in developing promotions for the PI Program
  - ▶ 3-pronged approach
    - ▶ Advertise PIs to members
    - ▶ Advertise PIs to the public
    - ▶ Advertise the PI Program
- ▶ New Educational Meetings to provide training from industry professionals.
- ▶ Welcome Packet – Invites instructors to become a part of the USAWE PI Program. Finalizing this packet at the next committee meeting.
- ▶ Course Design Program expected 2026. Program for BOD Approval January.

## Current Program Numbers

- ▶ 22 PIs
  - ▶ Region 1 – 3
  - ▶ Region 2 – 7
  - ▶ Region 3 – 1
  - ▶ Region 4 – 1
  - ▶ Region 5 – 3
  - ▶ Region 6 – 5
  - ▶ Region 7 – 2
- ▶ 27 Applicants

Currently providing 4 quarterly meetings, 8 educational meetings (first held in May with Lilli Biedermann on Mental Performance).

New promotions to be rolled out alongside a new resource library for PIs.

All applicants have access to quarterly and educational meetings in addition to any discounted rates or volunteer opportunities provided by the LOC to PI Program participants. A good value for the \$22 application fee.

- ▶ We are working with Leslie to streamline the testing process for PIs who have other rule tests. 6/11/25
- ▶ The base requirements to become a PI are there for a reason – Including liability and our reception in the world of equine sports.
- ▶ We have new things to offer PIs and candidates, and ProDev will also continue to reach out to potential PIs.
- ▶ Addressing concerns of who is teaching WE –
  - ▶ ProDev will have a welcome packet for dissemination.
  - ▶ We ask that concerns be forwarded directly to us. We cannot address something based on hearsay or rumor.
  - ▶ We ask for help from the entire board (esp. our At-Large and Regional directors) to help promote the PI Program and encourage participation in those areas that need it most.



Board members asked for clarification about how the different \* levels are determined and whether competition experience is the only requirement for promotion to different levels.

Seth explained that in addition to the competition experience requirements, there are additional requirements related to education (e.g., participation in Train to Win or Licensed Officials seminars).

The committee has recruited a resource librarian (Dionne Newton) and a promotions assistant (Abigail Martinez) to help get the word out about the program and the existing PIs.



President Erway clarified that the Board is required to approve any changes to programs before they are disseminated. The committee was under the impression that they did not need to come back to the Board for approval of any changes to their program because the program had already been approved. In addition, adding members to the committee should be brought to the Board for approval.


Board members should send Secretary Alonzo a list of items to be updated/ added to the PI Program Description. Julie will compile the list and will send it to Seth in advance of the July Board meeting, in sufficient time for him to update the PI Program documents.

No votes were taken related to the Professional Instructor Program at this meeting. The intention is for the Board to be able to review / approve the changes to the PI Program at our July BOD meeting.

**PRESENTATION FROM THE AFFILIATE ORGANIZATIONS COMMITTEE**

At the request of the Board, Stephanie Dobiss presented an update on the Affiliate Organization program.

 <p>Revisions to the USAWE Affiliate Program</p>  <p>June 2025 Board of Directors Meeting Affiliate Organization Committee Chair Stephanie Dobiss</p> <p style="text-align: right;"><b>1</b></p>	<h2 style="text-decoration: underline;">Agenda</h2> <ul style="list-style-type: none"> <li>• New Affiliate Categories</li> <li>• New Affiliate Requirements</li> <li>• Affiliate On-Boarding Process</li> <li>• Renewal Process</li> <li>• Affiliate Resources</li> <li>• Items To Still Be Addressed</li> <li>• In Closing</li> <li>• Questions</li> </ul> <p style="text-align: right;"><b>2</b></p>
--	--

<h3>New Affiliate Categories</h3>  <ul style="list-style-type: none"> <li><b>Affiliate Organization - Non-Profit</b> Legal business entities which are not for profit.</li> <li><b>Affiliate Organization - Business</b> Legal business entities which are for profit (C-corp, S-corp, LLC, etc.) May be individual or group run.</li> <li><b>Working Equitation Affiliate</b> Sole-proprietors operating under a fictitious business name or DBA.</li> <li><b>Partnering Organization</b> Organizations that give sponsorship of some kind to USAWE</li> </ul> <p>3</p>	<h3>New Affiliate Requirements</h3> <ul style="list-style-type: none"> <li>Shorter Initial "Interest to become an AO" form</li> <li>Affiliate member/leader will pass USAWE AO Rules test annually.</li> <li>Sign MOU annually-includes Social Media Policies and Community Code</li> <li>Reporting Requirements: Fill out short google form to submit Year End Report of what AO did during the past year.</li> <li>Being assigned a mentor for the first year (optional).</li> <li>Renew AO dues by end of the year to remain in active status.</li> <li>Report events and dates to Regional Director</li> </ul> <p>4</p>
<h3>Affiliate On-boarding Process-First Year</h3> <ul style="list-style-type: none"> <li>Initial Interest to become an AO form is filled out. AO Chair contacts person.</li> <li>Application form is filled out, legal documents uploaded, links to social media, AO logo uploaded.</li> <li>Sign MOU regarding Social media policy and USAWE Community Code, which is included in initial application with USAWE. Additional policies could be links in our resources.</li> <li>At least one member of the Affiliate must be a current member of USAWE.</li> <li>Application fee paid to get started rolls into first year's participation. TA would send an invoice.</li> <li>Applicants may be given a mentor (check box in application form) in their State/Region for coaching and encouragement. AO Chair will send AO Handbook link and can direct to additional resources for some training to help them get started.</li> <li>Mentor encouraged to contact new AO leader once a month via phone call or google meet for the first several months, then as needed for the remainder of the year. (See Mentor Guidelines.)</li> </ul> <p>5</p>	<h3>Affiliate On-boarding Process-First Year</h3> <ul style="list-style-type: none"> <li>At least one member of the Affiliate will take the rules test and file the reports on an annual basis. The Affiliate member who takes a rules test as a Licensed Official (LO) or Professional Instructor (PI) will fulfill the AO rules test requirement.</li> <li>Fill out short google form to submit Year End Report of what AO did during the past year. Examples: Events, demos, judges &amp; clinicians used, adult &amp; youth participation numbers, failures/challenges, etc.</li> <li>Once Affiliate logo and link to social media is uploaded, this info will be added to the USAWE website.</li> <li>Affiliate member should attend at least one Affiliate Quarterly Networking Hour meeting during onboarding period.</li> <li>Affiliate may request a banner.</li> <li>Affiliate may request promotional materials.</li> </ul> <p>6</p>
<h3>Renewal Process</h3> <ul style="list-style-type: none"> <li>To maintain Affiliate status: Current Legal entity documentation, IRS Form W-9 if accepting MDF's, Information Update/MOU form and fee will be due annually within the renewal window of Nov 1- Dec 31.</li> <li>Renewal invoices will be emailed in Nov for the upcoming dues year.</li> <li>Renewals not completed by Jan. 31 will result in termination of Affiliate status per USAWE Bylaws.</li> <li>Affiliates who are terminated will have their listing removed from the USAWE website on January 31.</li> <li>Renewal after 31 Jan. is \$100             <ul style="list-style-type: none"> <li>(\$50 dues and \$50 administrative fee).</li> </ul> </li> </ul> <p>7</p>	<h3>Affiliate Resources</h3> <ul style="list-style-type: none"> <li>AO Handbook and Resources provided on the USAWE website.</li> <li>Connect with Regional Director for list of Upper WE level riders, and Clinicians who can teach and assist, along with Professional Instructors and L Judges to contact for events and schooling shows.</li> <li>Feature Affiliate's in Marketing/Newsletters/Website such as new AO's, event dates, clubs who provides discounts for Jr riders or first time riders, etc.</li> <li>Regional Directors help with scheduling events happening in the Region. (See Regional Directors Guidelines.)</li> <li>Brochures/Literature: AO would request literature via a form, USAWE emails file to AO's choice of printer, AO pays for printing.</li> </ul> <p>8</p>
<h3>Items Still to be Completed</h3> <ul style="list-style-type: none"> <li>Revise the Affiliate Handbook &amp; brand, streamline and update the current Resources provided on the USAWE website.</li> <li>Create a list of AO benefits that can be listed on the website.</li> <li>Support for Committee Chair with Website additions</li> <li>Add categories to Findjoo.</li> <li>Announce AO Program changes to the membership in Oct/Nov.</li> <li>Consideration for budget items for administering AO Test.</li> <li>No Changes to Bylaws or Logo will be needed.</li> </ul> <p>9</p>	<h3>In Closing</h3> <ol style="list-style-type: none"> <li>New Affiliate Categories</li> <li>New Affiliate Requirements</li> <li>Affiliate On-Boarding Process</li> <li>Renewal Process</li> <li>Affiliate Resources</li> <li>Items Still to be Completed</li> </ol> <p>QUESTIONS?</p> <p>10</p>

<p style="text-align: center;"><b>USAWE Regional Directors Guidelines</b></p> <p>Purpose: To build relationships with AO's in your Region</p> <ul style="list-style-type: none"> <li>❖ Send a monthly email requesting event dates and info</li> <li>❖ Allow AO's to post on Regional FB page <ul style="list-style-type: none"> <li>○ What are the guidelines for posting? (no sales ads, no political speech, keep content focused on Working Equitation)</li> </ul> </li> <li>❖ Review AO schooling shows and clinic dates. <ul style="list-style-type: none"> <li>○ Affiliates must submit their planned event details to their Regional Director for review. Regional Director can communicate with affiliate to resolve conflicts and post events on the USAWE Calendar and Facebook Regional Page.</li> </ul> </li> <li>❖ Promote/host bi-annual or quarterly Regional AO get together, either in person or via ZOOM/Google Meet etc.</li> <li>❖ Provide recommendations for WE schooling show/clinic judges.</li> <li>❖ Whatever else the Regional Director deems necessary.</li> </ul> <p style="text-align: right; color: red; font-weight: bold;">11</p>	<p style="text-align: center;"><b>AO Mentor Guidelines</b></p> <p>Purpose: To help a new AO leader be successful in the first year of their journey of becoming a USAWE AO.</p> <p>Once a new AO leader has completed the application form, uploaded legal documents and paid dues, the AO chairperson will connect the Mentor with the new AO leader.</p> <p>This is a general list and can be modified based on the needs of the new AO Leader.</p> <ul style="list-style-type: none"> <li>❖ Check in once or twice a month for the first 3 months or so, then as needed for the rest of the year.</li> <li>❖ Refer to AO Resources, which are on the USAWE website <ul style="list-style-type: none"> <li>○ Beginning Steps to Develop Your USAWE Affiliate Organization</li> <li>○ Ideas for Building Momentum as a new Affiliate Organization</li> <li>○ Ideas on How to Run a Clinic</li> <li>○ We Shows Clinic Handout</li> <li>○ "What is WE?" Handout</li> <li>○ Building WE Obstacles</li> <li>○ Cattle Work Without Cattle</li> <li>○ Sample Schooling Show Program</li> <li>○ Sample Licensed Show Program</li> <li>○ Promoting your Event on Facebook</li> <li>○ A Success Format for WE clubs</li> </ul> </li> <li>❖ Share ideas and successes your AO has done/had.</li> <li>❖ Share legal documents process your AO went through.</li> <li>❖ Share ideas about acquiring farm or club insurance for events of all kinds.</li> <li>❖ Encourage use of USAWE Professionals for Events via Regional Directors.</li> <li>❖ Educate on more professional/correct terminology, ie. practice day vs. playday or Licensed competition vs. rated competition.</li> </ul> <p style="text-align: right; color: red; font-weight: bold;">12</p>
---	---

AOs can be encouraged to communicate with their Regional Director to help share posts on the USAWE Regional Facebook pages.

AMY STAR, AT-LARGE DIRECTOR 1, made a motion; JULIE ALONZO, SECRETARY, seconded

**Motion #2:** Approve the following documents developed by the AO Committee: *Interest to Become an AO Form, Application, Information Update Form, Year End Reporting Form, and Rules Test* to report what the AO accomplished, and *AO Mentor Guidelines*.

→ **Motion passed by voice vote with 11 in favor, 0 opposed, 0 abstained, 0 recused, 2 absent.**

Director	Vote	Director	Vote
R1 Director – Sara Mackenzie	A	At Large Director 1 – Amy Star	A
R2 Director – Glynn Hoekstra	A	At Large Director 2 – Holly Linz	A
R3 Director – Cyndi Harris	abs	Treasurer – Leesa Nero	A
R4 Director – Kiki Pantaze	A	Secretary – Julie Alonzo	A
R5 Director – Sara Barnwell	A	President Elect – Robin Bond	A
R6 Director – Cera Olson	abs	President – Tracey Erway	A
R7 Director – Pat Melton	A		

**PRESENTATION FROM THE YOUTH COMMITTEE**

At the request of the Board, Kasey Riddle, Youth Committee Chair, presented on the committee's work, both completed and proposed.

## OUTREACH

### Facebook



Group by USA Working Equitation  
**USA Working Equitation Youth Rider Club**  
Private group 126 members

### Booths and Presentations



**United States Pony Club**



### Newsletter

May Members Newsletter 2025



USAWE knows that youth are the legacy of our sport! So we have created a series of amazing opportunities, such as youth awards, educational grants, a community support



Kasey screens to make sure that those who join the USA Working Equitation Youth Rider Club are USAWE members (sometimes, they are parents of youth). She submits monthly info to the newsletter, advertises in the US Pony Club publication, they have booths at different events, such as Breyerfest. She is working with Morgan O. and Kiki P. to put together a 10 x 20 booth at Breyerfest and a 50 x 100 foot section where they are building a mini obstacle course (for people on foot to run through a pattern) Breyerfest has their own waiver to protect in case of tripping, etc. on course.

## CHAMPIONSHIP SCHOLARSHIPS

### Youth Championship Scholarship

**WHO:** Youth Competitors planning to attend USAWE Championships

**WHAT:** Scholarship is \$250 towards the cost of entry fees

**WHEN:** Submit application by September 1st

**WHY:** USAWE Youth Committee supported by anonymous donations want to encourage and support youth at USAWE championship events. It is the intention of the scholarship to provide financial support to those youth who might not otherwise be able to afford to participate

**HOW:** Fill out the USAWE Youth Championship Scholarship Form




Youth Championship Scholarships – get sent to the show organizer to pay for \$250 toward the entry fee for the youth.

## YOUTH EDUCATION GRANTS

### Youth Education Grant

**WHO:** USAWE Youth members

**WHAT:** \$125 grant to help defray the costs of attending an educational event.

**WHEN:** Apply at least 3 weeks before the event.

**WHY:** To provide youth the opportunity to enhance and learn skills to help them become more successful riders within USAWE. This grant is intended to invest in the youth and have the youth give back to USAWE. The grant program's goal is to allow youth to attend seminars, clinics, and shows related to Working Equitation that are approved by the Youth Development Committee (YDC); whether mounted or unmounted.

**HOW:** Fill out the USAWE Youth Education Grant Application Form.

**Approved Grant recipients:**

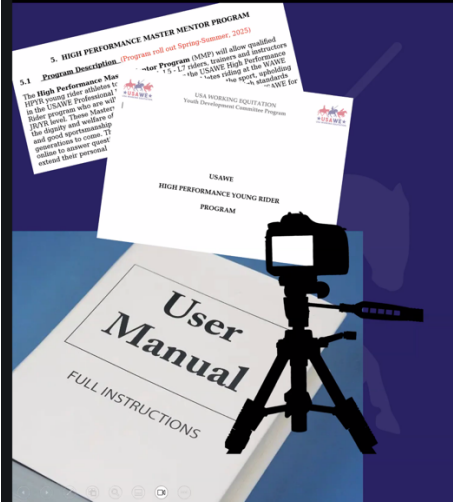
1. Will be recognized through USAWE social media and newsletter.
2. Will attend and complete the grant approved event!
3. Will volunteer at the approved event/show for 1 hour, and submit documentation of this to the YDC after the event. The approved event should be the recipient of the volunteer hour. The volunteer hour should be prearranged with the event/show manager, and validated by the event/show manager after completion.
4. Will demonstrate exceptional behavior at the event with proper horse and rider turnout and appropriate attire for the event.
5. Will meet all grant recipient criteria, and submit required post-event documentation.
6. Will submit an authorized Expenditure Reimbursement Request form.
7. Will be awarded the \$125 grant amount upon completion of all requirements.
8. Each grant recipient is encouraged (not required) to submit a photo and short write up about their experience at the event that was attended to the YDC that can be shared with the USAWE Board of Directors and membership.








Youth education grants – information is on the USAWE website. Can be used for a variety of WE-based events. Can cover up to \$125 for the event.



## WORKING PROJECTS

**High Performance Young Rider Program**

Board Presentation Date- July 2025  
Hopeful Completion Date- August 2025

**Obstacle Video Series**

Educational Series with Videos and Voiceover  
Will be working with other committees (LOC, ProDev, Educational Task Force) and YES, with Board Approval 😊  
Hopeful Completion Date- Spring 2026

**Obstacle Guide and Handbook**

User friendly handbook with fun graphics and instructions and links to video series, USAWE website  
Will be working with other committees (LOC, ProDev, Educational Task Force) and YES, with Board Approval 😊  
Hopeful Completion Date- Winter 2026

\*\*\*WORKING WITH A MONETARY DONOR FOR THIS PROJECT!!!!

<p style="text-align: center; color: white;"><b>2025 INCOME</b></p> <p style="color: white;">49 members = \$2,009 Donations =</p> <p style="text-align: center; color: white;"><b>BUDGETED</b></p> <p style="color: white;">\$5,000 Championship Scholarships (20 available at \$250) (\$2,204 also available in CD)</p> <p style="color: white;">\$5,000 Youth Educational Grants (40 available at \$125)</p> <p style="color: white;">\$6500 Youth Events and Booths</p>	<p style="text-align: center;"><b>BUDGET</b></p> <p style="text-align: center;"><b>\$18,704 Budgeted</b></p> <p style="text-align: center;"><b>\$0 Championship Scholarships</b> <i>(Full amount remaining)</i></p> <p style="text-align: center;"><b>\$250 Educational Grants</b> <i>(\$4,750 remaining)</i></p> <p style="text-align: center;"><b>\$2,830 Events</b> <i>(\$3,670 remaining)</i></p> <p style="text-align: center;"><b>\$15,624 Remaining</b></p> <div style="background-color: #002060; color: white; padding: 5px; text-align: center; margin-top: 10px;"> <p style="margin: 0;">2024</p> <p style="margin: 0;">81 members = \$3338</p> <p style="margin: 0;">7 championship scholarships (\$1750)</p> <p style="margin: 0;">4 scholarships (\$500)</p> <p style="margin: 0;">Events (\$4000)</p> </div>
--	---

The committee is working on developing the High Performance Young Rider Program and Obstacle Video Series. SARA BARNWELL, R5 DIRECTOR 1, made a motion; KIKI PANTAZE, R4 DIRECTOR, seconded

**Motion #8:** Adjourn the meeting.

→ **Motion passed by voice vote with 12 in favor, 0 opposed, 0 abstained, 0 recused, 1 absent.**

Director	Vote	Director	Vote
R1 Director – Sara Mackenzie	A	At Large Director 1 – Amy Star	A
R2 Director – Glynn Hoekstra	A	At Large Director 2 – Holly Linz	A
R3 Director – Cyndi Harris	A	Treasurer – Leesa Nero	A
R4 Director – Kiki Pantaze	A	Secretary – Julie Alonzo	A
R5 Director – Sara Barnwell	A	President Elect – Robin Bond	A
R6 Director – Cera Olson	absent	President – Tracey Erway	A
R7 Director – Pat Melton	A		

**President Tracey Erway adjourned the meeting at 7:19 PM, Pacific Time.**



## USAWE Board of Directors (BOD) Meeting Minutes



Minutes submitted by USAWE Interim Secretary Julie Alonzo

### Action Items to Follow Up On

- Tracey to put together slides on Member Designated Funds concepts discussed for next month's discussion at board meeting.
- Robin Bond to educate committees on program presentation board to create an understanding of what board oversight entails (after board approval of process) Add to next month action items
- Tracey to meet with and hire audit personnel - not completed, add to next month
- Tracey to schedule attorney review of bylaws (in process - date not set but meeting requested)
- Education Task Force / Education Committee update and timeline
- Creation of travel reimbursement policy for events
- Alliance proposal based on Mustang Challenge and other events (Amy Star)
- Adding WAVE events to our website. No owner, should be web chair.
- Chart of Accounts – Amy and Tracey
- Who is interested in owning/ moving merchandise forward?
- Who is responsible for ordering approved name tags for the Board? (Robin/Amy)
- Request from Una Clancy to allow Ireland to use the USAWE rules – Una will send an email to [President@usawe.org](mailto:President@usawe.org) specifying the details of the request so the Board can review and vote on the request at our July meeting.
- Board members to send Julie a list of items to be updated / changed in the Professional Instructor Program description by June 25<sup>th</sup>. Julie to send the compiled list to Seth **by June 30<sup>th</sup>** so he has time to incorporate the changes and send a revised version of the PI Program Description to the Board **by July 6**.