



USAWE Board of Directors (BOD) Meeting Minutes



Meeting Date: Wednesday, 07.09.2025

Meeting Time: 4:00 p.m. Pacific, 5:00 p.m. Mountain, 6:00 p.m. Central, 8:00 p.m. Eastern

Meeting Frequency/Modality: 2nd 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 – 08.13.2025, 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 Arrived 4:07 pm	
At Large Director 2	Holly Linz	X		
Regional Directors				
R1 Director	Sara Mackenzie	X		
R2 Director	Glynn Hoekstra	X		
R3 Director	Cyndi Harris			X
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	
Awards	Lynn Maloney	X		Doreen Atkinson	X
Competitions	Laurie Ridgeway		Marketing and Promotion	TBA	
Elections	TBA		Membership	Kate Steffes	
Ethics	Dan Dahlke	X	Professional Development (co-chairs)	Nicole Chastain	
Financial Oversight	TBA				
Horse Recording	Mindy Finelli		Rules	Amy Star	
International Competition	Barbara Price	X	Website	TBD	
Volunteer Coordinator	Emily Osborne	X	Youth Development	Kasey Riddle	
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: Chris Stanko, R3; Kellee Campbell, R4; Leslie Martien, R3; Derrick Richardson, R5

Call to Order: President Tracey Erway called the meeting to order at 4:00 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 July 09, 2025 Board of Directors Meeting

Cash Assets as of June 30, 2025 are as follows:

• Chase Bank Checking.....	\$	22,585.09	(3)
• Chase Bank Savings.....	\$	20,246.50	
• Chase Bank CD #1 Capital Reserves.....	\$	102,830.38	(1) Matures 08.13.25 Interest + \$ 876.11
• Chase Bank CD #2 Emergency Reserves...	\$	56,042.44	(1) Matures 09.10.25 Interest + \$ 267.29
• Chase Bank CD #3 Youth Restricted Funds	\$	2,204.44	(1) Matures 08.13.25 Interest + \$ 16.47
• PayPal Bank.....	\$	<u>1,330.29</u>	
	\$	205,239.14	(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	= \$ 205,239.14	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 \$1,110.47 as of June 2025. This balance will be paid from the current cash by the due date of July 24, 2025.
- (3) There are two deposits to the June Chase checking account, totaling \$650.00, that still need to be classified. Chase lists them as online payments, but they don't currently match to any chart of accounts. Waiting to hear back from Chase Bank and FindJoo to confirm what accounts to take the amounts to and then will create the 2nd Quarter reports and send out to the BOD separately from this report.

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 appear to be where we would anticipate.

KIKI PANTAZE, R4 DIRECTOR, made a motion; SARA BARNWELL, R5 DIRECTOR, seconded

Motion #1: Accept the 070925 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	abs
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	A	President – Tracey Erway	A
R7 Director – Pat Melton	A		

PROFESSIONAL DEVELOPMENT COMMITTEE - APPOINT INTERIM CHAIR

SARA BARNWELL, R5, made a motion; AMY STAR, AT-LARGE DIRECTOR 1, seconded

Motion #2: Appoint Nicole Chastain, R2, as Chair of the Professional Development Committee, effective immediately.

→ **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	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		

ETHICS COMMITTEE – NEW COMMITTEE MEMBER APPOINTMENT

GLYNNA HOEKSTRA, R2 DIRECTOR, made a motion; SARA BARNWELL, R5 DIRECTOR, seconded

Motion #3: Appoint Heather Higgins, R1, to the Ethics Committee, effective immediately.

→ **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	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		

PD COMMITTEE - REVISED POLICIES AND PROCEDURES

JULIE ALONZO, SECRETARY, made a motion; SARA MACKENZIE, R1 DIRECTOR, seconded

Motion #4: Approve revised Professional Development Committee Policies and Procedures.

→ **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	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		

2026 REGIONAL CHAMPIONSHIPS

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

Motion #5: Approve 2026 R1 Championship to be held at the Big Sky Horse Park in Missoula, MT on Sept. 2-6 and R3/R4 combined Championship to be held at the Kansas State Fairgrounds in Hutchinson, KS on Oct. 16-18.

→ **Motion passed by voice vote with 9 in favor, 0 opposed, 0 abstained, 3 recused, 1 absent.**

Director	Vote	Director	Vote
R1 Director – Sara Mackenzie	rec	At Large Director 1 – Amy Star	rec
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	rec	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		

GEOGRAPHIC QUALIFICATION REQUIREMENT FOR CHAMPIONSHIPS

Note: Approval of this motion will overturn the motion approved on 11/29/2023 that required riders to earn a minimum of 2 qualifying scores in each region in which they compete in a Regional Championship. Later, the Board changed the requirement to make it so that at least one qualifying score must come from the specific region in which they are going to compete at the Championship. The rules document, however, were not updated to reflect this Board decision. There is a currently a conflict between what is published in the Rules document, what is listed on the USAWE.org website, and what is listed in the log of motions passed on the website.

The Board discussed whether we should change the requirement for a single year or without a time limitation.

AMY STAR, AT LARGE DIRECTOR 1, made a motion; CERA OLSON, R6 DIRECTOR, seconded

Motion #6: Remove the language from the website and instead adopt the language that is in the rulebook regarding qualifying scores for championships.

→ **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	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		

WEBSITE REVAMP

The proposal from Equine Online Design on the G-Drive would not open for Board members, so this topic will be addressed through a vote by email.

AUTHORIZE ADDITIONAL SPENDING FOR LEGAL REVIEW OF PROPOSED BYLAWS REVISION

SARA BARNWELL, R5, made a motion; KIKI PANTAZE, R4, seconded

Motion #7: Approve allocating an additional \$600 (approximately) in attorney fees, over the already-approved amount, for review of bylaws.

→ **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	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

EDUCATION COMMITTEE

HOLLY LINZ, AT LARGE DIRECTOR 2, made a motion; KIKI PANTAZE, R4 DIRECTOR, seconded

Motion #8: Appoint Sara Barnwell to the Education Committee.

→ **Motion passed by voice vote with 11 in favor, 0 opposed, 0 abstained, 1 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	abs	Treasurer – Leesa Nero	A
R4 Director – Kiki Pantaze	A	Secretary – Julie Alonzo	A
R5 Director – Sara Barnwell	rec	President Elect – Robin Bond	A
R6 Director – Cera Olson	A	President – Tracey Erway	A
R7 Director – Pat Melton	A		



USAWE Board of Directors (BOD) Meeting Minutes



MOVE TO EXECUTIVE SESSION WITH BOARD AND LOC MEMBERS TO DISCUSS LO PROGRAM

At this point in the meeting, all present were excused from the meeting, with the exception of current members of the Board of Directors and Licensed Officials Committee.

The Board and members of the Licensed Officials Committee engaged in a lengthy discussion.

President Tracey Erway adjourned the meeting at 6:34 PM, Pacific Time.

Minutes submitted by USAWE Interim Secretary Julie Alonzo

Action Items to Follow Up On

1. 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 complete committee report out template
2. Hire audit personnel - not completed, add to next month
3. Create travel reimbursement policy for events
4. Adding WAVE events to our website. No owner, should be web chair.
5. Tracey to request a chair step up from FOC
6. Robin, Tracey, Emily to work on filling positions with volunteers.
7. Alliance proposal based on Mustang Challenge and other events (Amy Star); Partner/alliance plan developed – Robin.
8. Robin to complete review of USAWE Insurance Policies – do we have sufficient / too much coverage?
Finalize review of insurance to make sure we're not overspending 6K for existing coverage during competitions.
9. Flesh out online marketing video project.
10. Amy Star will send in rule clarifications for the next newsletter related to the qualifying scores as well as clarifying that an obstacle started out of sequence shall result in a score of 0 for that obstacle as well as a -5 point penalty (it is listed in this way in one way in the Rules, but as only a -5 point penalty without the addition of a 0 score in two other places).
11. Tracey Erway will share a request for volunteers for PD Committee Chair and Financial Oversight Committee Chair.