

Island Barrel Racers AGM

November 18, 2011

Minutes

Start: 7:00pm, Therapeutic Lounge @ Courtenay Fairgrounds

In attendance: Lori & Sam Schultz, Annette, Hannah & Meaghan Bergman, Halle Gagne, Belinda & Bridget Irwin, Laureli Morrison, Sue Sheppard, Leslie Beckford, Carey & Jenna Jeffery, Courtenay Davis, Karen Beech, Morgan Davis, Ron Veitch, Kelsey Noble, Amanda Yasinski

- 1) Belinda presented 2011 financials ~ no questions arose
- 2) Amanda presented information re: Finals & Awards Banquet ~ under budget and prizes left over for future use
- 3) Discussed volunteer positions
 - a) The following were filled:
 - i) Chairman ~ Amanda Yasinski
 - ii) Race Director ~ Lori & Sam Schultz
 - iii) Arena Director ~ Leslie Beckford with help
 - (a) Karen Beech offered to be hand timer
 - (b) Amanda Yasinski offered to help
 - iv) Treasurer/Secretary ~ Belinda Irwin
 - v) Entry Secretary ~ Lori Schultz
 - vi) Promotion Director ~ Annette Bergman will continue to liaison with radio
 - (1) Encouraged junior members to get involved (ie: they could do newsletter)
~ Bridget said she would try to do the website
 - vii) Finals Banquet Coordinator ~ Kelsey Noble said she could do it depending on where it was held ~ told her if she organizes it she can pick where it is!
 - viii) Prize Coordinators ~ Bridget Irwin & Mikayla Christianson
 - b) The following are unfilled or need more help:
 - i) Arena Director ~ needs more help
 - (1) Decided that **last 5 people** in Open draw are responsible for setting up barrels & banners and **first 5 people** in draw are responsible for taking them down but anyone can help if they want!
 - ii) Promotion Director ~ needs more help
 - iii) Final Banquet Coordinator ~ anyone else interested?
 - iv) Fundraising Director ~ needs volunteer
 - (1) Discussed bottle drives
 - (a) Suggested IBR sets up an account at bottle depot so people can donate bottles in anytime
 - (b) People should sort their own bottles before bringing them to races so less work for person taking in to bottle depot
- 4) Discussed increasing membership fees
 - a) Decided against increasing fees for age categories
 - b) Agreed to increase fee for second horse so it is \$5 less than fee for age categories
(ie: fee for Open is \$40, fee for second horse in Open is \$35)
M/S by Leslie Beckford and Carey Jeffery

- 5) Discussed Sponsorship Fee
 - a) agreed that it is due when membership purchased but will be reimbursed if sponsorship of equal value in cash or product is brought into the club
 - b) also agreed to decrease peewee sponsorship fee to \$25
- 6) Agreed to calculate payout for peewees according to BCBRA method:
 - 1 - 10 entries - only 1D
 - 11 - 20 entries will be 2D
 - 21 - 30 entries will be 3D
 - Over 30 entries will be 4D.Divisions will be split according to the number of entries, not according to time split.
- 7) Agreed to increase prize positions for points to top 3 in each age category ~ Season leader, Reserve and Runner-up
- 8) Discussed increasing payout in all categories for a few special races ~ Port Alberni, Nanaimo?
 - a) Agreed to have at least 3 money added races
- 9) Agreed to rename Timer Fund to Equipment Fund and use money accumulated to purchase items like a portable PA system, laptop, software and timer when we need it
 - a) Discussed purchasing a PA system for club ~ agreed to purchase and set budget at \$400
M/S by Leslie Beckford and Kelsey Noble
- 10) Discussed entering arena when it is being raked/harrowed ~ makes it difficult for person harrowing arena and causes delays because people do not leave arena promptly when raking finished
 - a) Agreed to limit it to next five racers only and they are to enter the box only ~ NO RIDING IN THE ARENA
 - b) Agreed if it continues to cause problems allowing people to enter arena during rake will be eliminated completely
- 11) Racing at Coombs ~ Kelsey Noble and Donna Jager are now on the Board at Coombs and they want to work closely with IBR to promote as many events as possible at Coombs
 - a) Working on bringing the Rodeo back or at least organizing a Rope and Run
 - b) Kelsey will let IBR know how we can help out as a club to make things work (ie: organize a work party to get arena ready for use)
- 12) Discussed why Carry-over at Finals must be declared at entry and applies to all races ~ IBR is not computerized and everything is done by hand so paperwork is too cumbersome to allow carry-overs on a per race basis
- 13) Change to disclaimer on registration form re: code of conduct
 - a) Ran out of time (ended meeting at 9pm) so email of changes sent to everyone in attendance
 - i) response to email was in favour of change ~ one person questioned what defined an ill-mannered horse ~ to be discussed at next meeting

To be discussed at next meeting:

Code of conduct ~ define ill-mannered horses and any other concerns with changes
Applying for funds through HCBC
Time Onlys
Stakes & Poles
Registration
Sponsorships

IBR Positions

Chairman – Amanda Yasinski

- responsible for sending communications and scheduling all activities pertaining to administration of the club including AGM before season starts and at least one mid-season meeting (or more if required)
- Preside as chairman at all regular and special meetings
- Responsible for assisting the other officers in their duties as needed.
- Deals with issues as they come up
- Perform duties necessary to maintain the proper administration functions of the association.

Race Director – Lori Schultz

- Sets race dates and book arenas
 - avoid booking races on long weekends or at least two day races
- calculates payout and posts on website
- obtain co-approval from other clubs (CBR & BCBRA) send results to them as required

Arena Director – Leslie Beckford, Karen Beech (hand timer) & Amanda

+ MORE HELP

- responsible for setting pattern ~ has marking equipment and timer
- responsible for setting up barrels ~ has barrel covers and banners
- ensures footing is suitable & maintained ~ arranges tractor/harrow or hand rakers as required
- if not available at race arranges for someone else to be responsible

Treasurer/Secretary – Belinda Irwin

- assume all financial responsibilities of the club ~ signing authority, pays bills (including payouts), deposits money, maintains financials, calculates points etc...
- take precise minutes at all meetings and distribute to members ~ they will be used as reference if any confusion or arguments arise
- collects memberships of new and old members ~ ensures new members receive copy of rules
- provide financial reports for meetings or newsletters or as needed
- an annual audit of the club books should be done by two other members
- preside at any meeting or function in the event the President (or Chairman) is unable

Entry Secretary(s) – Lori & Sam Schultz

- collects entries for races & determines order of go ~ provides order of go to announcer & whipper in
- prepares work list for each race (whipper in, hand timer etc...)
- records times at races and gives to person who calculates payout

Promotion Director – Annette Bergman (radio) + MORE PEOPLE NEEDED

- maintains website and facebook ~ posts payouts, points, schedule, news etc...
- coordinates sponsorship drive and maintains record of sponsors
- ensures those who acquire sponsor, deal with the sponsor and the following are done:
 - club receives sponsorship & sponsor receives appropriate benefits
 - sponsor is provided with thank-yous
- responsible for promotion and advertising of club (posters, articles in paper etc...)
- create newsletter

Fundraising Director - VACANT

- organizes bottle drives, raffles, 50/50, poker rides, tack sale etc....

Finals Banquet Co-ordinator – Kelsey Noble depending on where it is held, Kathleen Worth offered to help via email anyone else interested?

- book venue & caterer, arrange for set-up/clean up of banquet and equipment needed

Prize co-ordinator(s) – Bridget Irwin & Mikayla Christianson

- responsible for collecting & organizing prizes for season leaders and finals winners

Notes:

1. IBR Officers/Directors will not be held responsible for any and all claims or cause of action for injury to the member and or his/her horse or any and all loss of damage to member's personal property.
2. The Officers and Directors will assist in the general operation and promotion of the club. No decisions should be solely made by one or two officers but should be jointly made by all Officers/Directors to encourage fairness to all members represented.