



WCHA Executive Committee Meeting
Wednesday, May 16, 2018
6:00 pm CST

Roll Call and

Members Present:

Robin Klover
Michael Clites
Bill Huckabee
Debby Brehm

Luke Castle, advisory
Krissy Colbath, Administrative Consultant

Agenda

- I. Roll Call
- II. Old Business
 - a. Review, Discuss and Approve March 14th, March 28th & April 11th meeting minutes.
- III. New Business
 - a. Standing Committees, Executive Committee & Officers and Board of Directors
 - i. Review & Discuss Standing Committees
 - ii. Officers:
 - 1. Treasurer - Laura Manuel (see resume)
 - 2. Secretary - Vacancy
 - iii. New Directors: Region I - Kerry Aycock & Region II - Sally Sullivan
 - b. Executive Director Report of Activities
 - i. Review & Discuss
 - c. PR & Marketing Chair Recommendations
 - i. General Accepted Practices
 - ii. Interim Policies
 - d. Board of Director Dan Fox Letter
 - i. Statement from Veterinarian
 - e. Administrative Consultant
 - i. Krissy Colbath (April Invoice)
 - f. Governance Chair
 - i. Proposed By Laws
 - g. Additional items

Next Meeting Date: To Be Announced!

Adjourn

Minutes

I. Roll Call

Robin Klover
Michael Clites
Bill Huckabee
Debby Brehm

Luke Castle, advisory
Krissy Colbath, Administrative Consultant

II. Old Business

- a. There was discussion that once minutes are approved they will be presented to the Board of Directors and posted on the website. Approval of minutes was tabled until the next meeting.

III. New Business

- a. Standing Committees, Executive Committee & Officers and Board of Directors
 - i. There was a discussion of the current and standing committees.
 - ii. It was noted that Mark Williams, Landon Furman, Sally Sullivan and Ronald Stratton are not currently on a committee. Robin will reach out to these individuals to determine which committee they would like to serve.
 - iii. Additionally Ralph Manuel has agreed to chair the Nominations Committee. *He will serve a dual role as Chair of both the Nominating Committee and the Foundation Committee.* He has also agreed to put together an online auction for the benefit of the Foundation.
 - iv. Candace Jussen has historically been interested in working with the Youth, and be an asset as the chair of the Youth Committee.
 - v. Alliance Partners
 1. PTHA – Potentially Katie Mitchell
 2. ARHA – Potentially Don Falcon
 3. ApHC – Potentially Kathy Smallwood
 4. ABRA – Potentially Barbara Hoffer
 5. Robin will reach out to these potential liaisons.
 - vi. Officers:
 1. There was discussion that when the vacancies for the Past President and Secretary positions are filled the officers will be reposted, but can continue as they currently stand.
 - vii. The New Director for Region I is Kerry Aycock & Region II is Sally Sullivan
 - viii. There was a motion, pending the finalization of the Alliance Partner positions, to approve the standing committees, the executive committee, the officers as well as the board of directors. The motion was seconded. The motion carried unanimously.
- b. Executive Director Report of Activities
 - i. The past Executive Director provided the committee with a report of activities. This report was received, and one WCHA was in receipt of the report final payment on the account was made.
- c. PR & Marketing Chair Recommendations
 - i. The Marketing & PR chair, Laurie Takoff, submitted a list of recommendations to be reviewed there was brief discussion of various items on the request. The request was tabled until next week's meeting so that the Committee members have more time to thoroughly review the document.
- d. Board of Director Dan Fox Letter

- i. Dan Fox requested the executive committee review invoices for another WCHA member. There was discussion surrounding the code of ethics, and where WCHA should stand in situations like this. At this time the Executive Committee felt that the situation had not progressed to a point where the current Code of Ethics would allow WCHA to intervene. The request was made to respond to Dan to let him know the committees discussion on the issue.
- ii. Krissy Colbath (April Invoice)
 1. Krissy Colbath gave an overview of her activities for April which included:
 - a. Set up Constant Contact for email marketing
 - b. Sent e-blasts as requested
 - c. Organize Virtual Office
 - d. Begin to organize paper files
 - e. Design Trailer raffle ad
 - f. Design Sponsorship brochure
 - g. Set up committee conference calls
 - h. Design Breeder's & Big Money Futurity Forms
 - i. Day to day operations: correspondence, payment processing, etc.
 2. A motion was made to approve the April invoice, and then seconded. The motion passed unanimously.
- e. Governance Chair
 - i. Proposed By Laws
 - ii. Discussion of the proposed bylaws was tabled until next meeting.
- f. Additional items
 - i. The Chronicle
 1. Robin Klover was in communication with Tom Gravy at the Chronicle where Tom offered to provide an advertising opportunity of 4 free pages in their monthly publication as a mix of advertising and an article or informative piece about WCHA.
 2. He also offered the publishing Take the Lead magazine as a removable insert in the Chronicle. In this deal there would a 16 page minimum for the Take the Lead at \$550/page.
 3. In addition Tom offered each membership gets a free annual subscription to The Chronicle.
 4. In return, it was requested that a mutual relationship be established where WCHA recognizes the Chronicle as the official publication of the Association.
 5. The Executive Committee discussed creating a Publishing Committee to pursue this deal. It was decided to reach out to Kristy Vanderwende in regards to chairing the committee.
 6. With the exception of reaching out to Kristy, action on this item was tabled to be discussed at the next Executive Committee meeting.
 - ii. There was discussion on items for Monday's agenda.
 1. Items to include were:
 2. The Executive Director position.
 3. The committees are going to report on where they currently are in their processes.

Next Meeting Date: Wednesday, May 23rd 2018.

Adjourn

Respectfully submitted by Krissy Colbath

2018 Board of Directors

Region I

Kerry Aycock – Professional

Dan Mannion – Professional

Dan Fox – Owner/Breeder

Mark Williams – Owner/Breeder

Region II

Kelley Stone – Professional

Kathy Smallwood – Professional

Sally Sullivan – Owner/Breeder

Landon Fuhrman - Owner/Breeder

Region III

Randy Jacobs – Professional

Ronald Stratton – Professional

Rebekah Herrmann – Owner/Breeder

Dawn Shafer – Owner/Breeder

Region IV

Kristy Vanderwende - Professional

Anna Horn – Professional

Beth Johnson Dunlap – Owner/Breeder

Jim Groff – Owner/Breeder

Luke Castle – Professional Lifetime Director-At-Large

Anne Prince – O/B Lifetime Director-At-Large

Tim Finkenbinder – Professional Lifetime Director-At-Large

Wayne Halvorson – Professional Lifetime Director-At-Large

Dick Donnelly - Professional Lifetime Director-At-Large (Non-Voting)

Greg Holden - Professional Lifetime Director-At-Large (Non-Voting)

2018 Officers

President - Robin Klover (Ad Hoc Owner/Breeder)

President-Elect - Michel Clites (Ad Hoc Owner/Breeder)

Past President - Vacancy

Executive Board Member - Bill Huckabee (At Large Professional)

Executive Board Member - Debby Brehm (At Large Owner/Breeder)

Treasurer - Laura Manuel

Secretary -



WCHA Executive Committee Meeting
March 14, 2018
6:00 pm CST
Meeting Minutes

Roll Call and Committee

Members Present:

Robin Klover

Michel Clites

Tim Finkenbinder

Anne Prince

Dick Donnelly

Bill Huckabee

Wayne Halvorson

Debby Brehm

Jodi Sullivan

Dava Benyak, Secretary

Members Absent:

None – all EC Members were present

Robin Klover, President, called the meeting to order.

Agenda:

I. Roll Call

II. Old Business

Approve previous committee reports - I will forward to you as I am in receipt of any reports that need committee approval.

III. New Business

- 2017 Annual Financial Report
 - o Discuss & Approve
- 2018 Members of the Executive Committee & Board of Directors
 - o Discussion
- 2018 Standing Committees
 - o Discussion
- Bylaw Invoice from Spencerfane
 - o Review Supplemental Information
 - o Discussion
 - o Approve for Payment
- Logos
 - o Discussion
- Futurity Committee

- o Sponsorships
- Any additional items members would like to address

I. Roll Call

Dava Benyak took Roll Call and all members of the Executive Committee were in attendance.

Robin started the meeting by welcoming everyone and introducing Debby Brehm and Bill Huckabee as new members of the Executive Committee.

II. Old Business

Robin stated that he did not have prior reports that might need approval but would forward and request approval as they became available. No further Old Business topics were raised by the Executive Committee.

III. New Business

2017 Financial Report

Robin presented the highlights of the Year End Report as submitted to the Executive Committee. Robin asked the Committee if there were any questions which there were none. He stated he would like to get the Financial Report approved so it could be posted and shared with our Members.

A motion was made to accept the report by Anne Prince. Debby Brehm seconded the motion. The motion was unanimously approved by the Executive Committee and carried.

2018 Members of the Executive Committee & Board of Directors

Robin brought up the presentation of Wayne Halvorson position as “rescinded while under contract”, and Peter Confrancesco Jr. as “In Memorium” for their current status relative to the Executive Committee. Discussion occurred amongst the board, The decision was made to share with the membership their status in the similar verbage as explained in the Annual Meeting.

Michel Clites made the motion to approve the reference as stated at the Annual meeting. Anne Prince seconded the motion. The motion was unanimously approved by the Executive Committee and carried.

Robin brought up the next discussion of the Board of Directors. It was raised that a few highlighted Director positions needed discussion (submitted prior to the meeting to the Executive Committee as documentation for the meeting).

Discussion occurred and the conclusion was the list of the Board of Directors was not accurate and required further clarification and update. Anne and Jodi agreed to review and provide the Executive Committee with an updated list.

2018 Standing Committees

Robin shared he had reached out to the Committee Chairs that served the previous year and all agreed to continue with their functions. For the three open Chair Positions, Robin presented the following recommendations: Laurie Takoff, Marketing and PR Committee, Mike Clites, Governance Committee and Andrea Olsen, Finance Committee.

It was pointed out by Robin Klover that the President appoints the Committee Chairs. Past President who are members of the Executive Committee, and likewise appointing their chairs, yet there was some disagreement of the appointments by the President. There was disagreement over this point with the lack of overall agreement within the Executive Committee. The meeting digressed with several members pulling historical citations and referencing documentation not readily accessible or reviewed by the Executive Committee.

The floor was opened for discussion:

With regards to the appointment of Andrea Olsen for the Finance Committee, a short discussion occurred for the need to replace Robin Klover as the Treasurer and avoid conflict as his being the President.

Extensive time was spent by the Executive Committee discussing the proposal for a Governance Committee.

Proponents for the Governance Committee raised points that the By Laws were not finalized and should have review and final recommendation from a small group of members forming a Governance Committee. Upon formal recommendation from a Governance Committee, all required reviews, postings and votes of Executive Committee, Board of Directors and Membership would need to occur.

Proponents against the Governance Committee raised concerns that the By Laws submitted needed to go thru the Executive Committee, then to the Board of Directors and Membership.

A discussion occurred regarding the By Laws on the current WCHA website versus current practices, versus approval of April 16, 2017 By Laws. No documentation was produced during this discussion by participants. It was requested by the Committee members to produce additional information that were not reflected on the current WCHA website By Laws. Discussion occurred about the current submittal of By Laws by legal company Spencerfane along with status of their submittal. Jodi Sullivan and Anne Prince explained that they had worked with the legal firm and felt they could not obtain further progress and wished to make final wording changes themselves to the By Laws. Additionally, discussion of the timeline of the Spencerfane support and charges of \$7000 occurred. Recognition of the effort of the Executive Committee members involved with the By Laws was acknowledged and appreciated.

The discussion further evolved with disagreement over whether voting and appropriate processes were followed for the By Law changes in April 2017. Concerns were raised that members were being lost due to the decision making in WCHA organization residing with 4-5 members. Robin reiterated it was important that we work to operate in step with our membership.

A recent email out on social media regarding WCHA and some members of the Executive Committee was circulated prior to the meeting and discussed in the meeting. Executive Committee members acknowledged the hard work and efforts put in by many criticized in the email. Individuals within the Executive Committee reiterated their actions supported what was in the best interest and good for WCHA. There was no agreed upon conclusion in how or if to respond to the email.

Wayne Halvorson shared very positive feedback from members and the industry on WCHA. He highlighted the recognition being received for judges, education and other activities by WCHA. He recognized the new Executive Committee members and their commitment to move the association forward. He encouraged others not to let the email bring dissent within the organization. The President thanked Wayne for sharing his thoughts.

The meeting discussion returned to the By Laws submitted by Spencerfane. There were multiple options discussed for next steps with a lack of agreement by the Executive Committee as to next steps. Committee Chair appointments were again discussed with disagreement within the Executive Committee of the authority of the President to appoint Committee Chairs and a few members stating it required a vote by the Executive Committee. The final conclusion by the President was to table the Chair selection. He further stated that he would go back and review any documentation on prior By Laws in 2016 and 2017 that were presented in meetings to see if approved.

A motion was made by Jodi Sullivan to Table the Chair decision until further investigation into By Laws. Anne Prince seconded the motion. A vote was taken with 2 members having left the meeting/absent. There were 3 in favor of the motion and 3 opposed to the motion. The motion was tabled due to lack of the majority vote not being obtained to pass the motion.

A brief review and suggestions were made on the logos. A suggestion was made to postpone to a future agenda the remaining 2 agenda items. Anne Prince made a motion to postpone the remaining agenda items. The motion was seconded by Mike Clites and unanimously passed by the Executive Committee.

Closing

Robin thanked everyone for their participation.

Meeting Adjourned: 7:12 pm

Next Meeting Date: To be announced

Respectfully Submitted By: Dava Benyak
WCHA Secretary



WCHA Executive Committee Meeting
Wednesday, March 28, 2018
5:00 pm CST

Roll Call and
Members Present:

Robin Klover
Michael Clites
Bill Huckabee
Debby Brehm

Luke Castle, advisory
Krissy Colbath, Administrative Consultant

Agenda

I. Roll Call

II. Old Business

- Review and Approve March 7th meeting minutes.

III. New Business

- Director Vacancy / Attendance / Resignations
- Executive Director Vacancy
- Futurity Committee Items
 - o Logos
 - o Sponsorships
 - o Processing Entries & Futurity Administration
 - o Contract Expenses
- Additional items

Next Meeting Date: To Be Announced!

Adjourn

- **Old Business**

There was discussion regarding past presidents who have fulfilled their requirements and their eligibility to vote. The resolution was that if a past president attends the annual meeting they maintain their voting eligibility. If they do not attend the meeting they are ineligible to be considered a voting Director at Large.

- **New Business**

- Director Vacancy / Attendance / Resignations
 - Jerry Robison resigned last week. He cited personal reasons as he does not have a time to participate. This creates a vacancy in Region 3.
 - Ryan Kail is in violation of the attendance policy, so this might create a vacancy as well.
 - Ryan's schedule has conflicted with the meetings.
 - Region 1
 - There were no alternates in this region.
 - Other names that were considered: Matt Henderson or Heather Berry were recommended as Directors.
 - Robin will reach out to them to see if they would be interested.
 - Matt Henderson is a professional, and could fill Ryan's roll.
 - Heather Berry is an owner/breeder.
 - Region 3
 - Listed alternate was Justin Bisel.
 - Justin is a professional.
 - Rebecca Herman is also in Region 3, and would be a good fit.
 - Robin will reach out to see if they will accept.
 - Debby Brehm's roll will be vacant as well, and this will affect Region 2.
 - This vacancy will require an election.
 - This position will need an owner/breeder.
 - Nebraska, Kansas, Oklahoma, and Texas are included in Region 2.
- Executive Director Vacancy
 - The question was posed as whether or not that position should be filled or should those responsibilities be filled through task forces.
 - Wayne Halvorson will no longer be employed in three more weeks.
 - The agreement was to look at the job duties and responsibilities of the position, and in an interim fill those with task forces and committees. As the needs of the position are determined there may be a later decision to hire someone to fill the position.
 - Krissy Colbath gave a synopsis of what she has been doing in this first 30 days.
- Futurity Committee Items
 - Logos
 - Don Falcon has been working on logos with Marina Schwarz to use in the futurity, but might end up with a broader scope to use as a generic logo for the association.
 - Logos were sent out to the committee earlier.
 - Discussion was whether or not when using a generic logo will help to prevent discrimination of other breeds.
 - One option is for on the website the logo could rotate through all the breeds. It was suggested to also include a palomino and a roan horse.
 - There's a nominal fee associated with the creation of the logo. As the alliance partners come aboard a logo can be created for each one.
 - The agreement was that the sorrel horse would be used as the official logo.

- Use of the breed associated logos would need WCHA approval.
 - This will be up to the Futurity Committee.
 - A motion was made by Debby Brehm to move forward to the Board of Directors then if passed, take the vote to the membership.
 - Seconded by Bill Huckabee.
 - Motion passed.
- Sponsorships
 - Don Falcon has had concerns on sponsorships that are earmarked for the Futurity then subjected to a 20% back to the general account. He has requested that cash sponsorships are not subjected to the 20%.
 - Last year there were around \$23,000 in cash sponsorships and about \$4,000 went back to the association.
 - There was discussion that if 100% of the sponsorship went into the purse that would in turn grow the futurity which would increase memberships, so the association would recoup the money elsewhere.
 - Luke made a motion that the 2018 Futurity Sponsorships will go 100% into the purse.
 - Bill seconded.
 - Motion passed.
- Processing Entries & Futurity Administration
 - There are contractual agreements with APHA that are coming to deadline for the taking and processing of entries and providing other supports.
 - APHA would like to see \$50 per entry to provide that support.
 - There was a suggestion to look at bundling the facility rental and the support services to a fixed rate.
 - The decision was made to allow the Futurity Committee to handle the negotiations then bring the deal back to the EC to review and approve it.
- Contract Expenses
 - Don Falcon is under contract, and is paid \$10,000 per year with \$5,000 up front and \$5,000 upon completion. He would like those contract expenses to be booked towards the WCHA general account instead of being booked to the Futurity.
 - There was discussion about whether or not that would tax the association after already waiving the 20% fee for the sponsorships.
 - Bill Huckabee made the motion to leave the contract expenses for the Futurity for the committee chair remain a line item for the Futurity expenses.
 - Debby Brehm seconded.
 - Motion passed.
- Additional items
 - There was a discussion about the email that Mark Williams sent out, and that it summarized the changes for the WCHA bylaws. It was suggested that everyone read the e-mail.
 - To provide transparency there was a discussion about posting the Board of Directors, Executive Committee and Futurity Committee meeting minutes once approved.
 - There was discussion that this was already voted on and approved by a prior EC.
- Adjourn
 - The meeting was then adjourned.



WCHA Executive Committee Meeting
Wednesday, April 11, 2018
5:00 pm CST

Roll Call and

Members Present:

Robin Klover
Michael Clites
Debby Brehm

Luke Castle, Advisor
Dava Benyak, Secretary

Members Absent:

Bill Huckabee – Excused Absence (per R. Klover)

Agenda

I. Roll Call

II. Old Business

III. New Business

- Committee Chair – Don Falcon
 - o Versatility Stakes Futurity
 - o APHA Contract Negotiations
- Committee Chair – Laurie Takoff
 - o Logo/Trademark
 - o Constant Contact
 - o Marina Schwarz
 - o Trainer Referral to Trainer Directory
 - o Member Newsletter
- Region1
 - o Ryan Kail Replacement
- Region II
 - o Debbie Brehm Replacement

- Administrative Consultant
 - o Krissy Colbath Contract

Next Meeting Date: To Be Announced

Adjourn

- **Old Business**

Review and Approve March 7th and 28th meeting minutes as available. None presented at this time.

- **New Business**

- PR and Marketing Committee Chair, Laurie Takoff
 - o Logo
 - Laurie explained that changing the logo at this time of year due to stallion owner and member ads already done are a concern. Changing the logo now would mean additional work and cost for those ads.
 - Discussion occurred around the logo, typo and overall presentation of the logo. In the prior EC Committee meeting, the logo was approved. It was suggested the PR and Marketing Committee could review and help in a professional launch of the new logo.
 - The EC Committee agreed to review, research and launch at the futurity so new ads in November and December and new forms would reflect the new logo.
 - o Constant Contact
 - Currently, Mail Chimp, a free email service is utilized by WCHA. Up to 30% of Mail Chimp emails are recognized as junk mail and don't make it to people. We hear from people they don't receive emails from WCHA. We can fix by going back to Constant Contact.
 - Constant Contact was presented as a very professional service at a cost of \$70/month. The \$70 rate allows sending emails to over 500 recipients and WCHA wants to reach 2000 people. Constant Contact can be a month to month or a contract for a year which lowers the cost a little. WCHA used Constant Contact in the past but had been discontinued as a cost savings in the past. Emails from Constant Contact have an 80-90% success rate in not going to junk mail, thus reaching many more members.
 - The new Administrative Consultant, Krissy Colbath and Marina Schwarz are very well versed in and recommend using Constant Contact.
 - Question arose on alternative products which are in the same cost venue along with the number of contacts that could be reached. Constant Contact has many more professional and business look for the cost of the monthly fee thus the recommendation.
 - o Marina Schwarz
 - Laurie discussed the extensive amount of work and support given by Marina in both the website design and facebook. The amount of additional work being taken on for the facebook support results in daily support from Marina.
 - WCHA agreed to pay \$150/month for the website design and \$25/month for the Facebook page.
 - There was discussion of what a high traffic month and low traffic month could look like. A request was made for a recommendation that would be equitable to both Marina and WCHA on a seasonal basis. Laurie recommended \$200 normal month and \$300 on a high traffic month. Also, both Laurie and Krissy Colbath could now assist whereas in the past, there was no assistance.

- Trainer Referral
 - Concern was raised from the Committee as Referral being the language in Trainer Referral and a potential liability concern. Up to the EC on the wording yet recommend to change to Directory instead of Referral.
 - Member Newsletter
 - Looking to send out a proposal of all member newsletter. Laurie will present a cost to send out an all member newsletter.
 - Facebook is used by us to promote a Stallion or a Futurity. We don't use it as a means of communication. Laurie explained we would look to use facebook in a different way to gain people to come and look at our facebook. She highlighted the increase of the views inclusive of a recent message by the WCHA President.
- Futurity Committee Chair, Don Falcon
- Versatility Stakes Class
 - It was opened to any questions based on the information already sent to the EC Committee.
 - Don stated he had 7 verbal commitments to the class from Wayne. His committee decided to do 2 classes with 10 entries in each class. The slot can be purchased with the deadline of August 15 to name the horse. There is significant interest and want to be able to promote it by Monday.
 - Timing of the deadlines was discussed. Questions arose if the 2 classes could be combined if not enough entries. The classes could be combined for the 2 and 3 year old class but would need to make sure everyone would be on board with this (people who purchased a slot).
 - Don re-emphasized this would be a new way to market WCHA and bring in new members.
 - APHA Contract Negotiations
 - Don shared info of inaccuracies in last year's information
 - The first offer from APHA was \$50/entry. This could be very costly as the quantity of entries rise, so Don requested a flat rate from APHA. APHA came up with a \$10,000 flat rate for up to 150 horses. This rate includes arena, announcer, ring stewards, paddock management, etc. If there are more than 150 horses, then the rate goes to \$12,500. Concern was expressed that the rate for over 150 horses then it should be a fee per head of horse. A suggestion was made to propose \$75 per head over the 150 horses. This also includes the stall deal as prior year where the stall fees were split.
 - Don expressed he felt this was a good deal for the entire package. It also is for 2 years and includes an additional day. Don will talk to APHA more about the horses over 150.
 - Another BOD asked about having a registry. The full nomination program does not accomplish the same thing as another registry as it's only for the futurity. We have other breed alliances/partners and would not want to conflict with them.
- Open Discussion
- The EC Committee opened up the floor for discussion regarding the Committee Chair discussions.
 - Committee Chair for PR and Marketing, Laurie Takoff
 - Logo
 - Conclusion was the logo was already voted on but did need clean up/correction of errors. The implementation date should be the futurity or banquet.
 - Constant Contact
 - The EC Committee agreed with the proposal presented.
 - Marina Schwarz
 - The EC Committee discussed of and agreed to a \$25/month raise and to further evaluate for peak season.

- Trainer Referral
 - It was requested to run the word change by Don Falcon as he had worked on this. Pending Don's approval, the EC Committee stated it could be approved.
- A motion was made to move forward to implementation of the logo, the change to Constant Contact, raise for Marina Schwarz, and change of the wording of Trainer Referral to Trainer Directory pending Don's approval of the wording change, by Mike Clites.
 - Debby Brehm seconded the Motion.
 - The Motion was passed.
- Committee Chair for Futurity Committee, Don Falcon
 - There was no further discussion regarding the Versatility Stakes Class.
 - APHA Negotiations
 - The EC agreed to set up the contract for 2 years with the option to always be able to extend and additional year. It was agreed to next set up the renewal as an option but not a contract.
 - A motions was made by Luke Castle to approve the Versatility Stakes Futurity as presented, and to negotiate the APHA contract as presented for \$10,000 flat rate for up to 150 horses with the negotiation of additional horses over 150 with overall costs not to exceed \$12,500 for those horses there after for the next 2 years along with an option to renew for an additional year.
 - Mike Clites seconded the motion.
 - The Motion was passed.
- Region I
 - Robin talked to Ryan Kail who does not have the time and wishes to respectfully step out. The Director position was conveyed to Matt Henderson who is interested. Kerry Aycock's name was also proposed for the open position and discussed. Motion was made by Luke Castle for Kerry Aycock for the position with Matt Henderson as an alternate.
 - The motion was carried.
- Region III
 - For this region, the alternate from the previous election was Sally Sullivan whom was spoken to about the open position. The motion was made by Debby Brehm to approve Sally Sullivan as the Region III Director.
 - Mike Clites seconded the Motion.
 - The Motion was passed.
 -
- Administrative Consultant
 - Krissy Colbath's contract is tailored after Barbara Linke's contract. Krissy has been working on Virtual Office, Quick Book entries and other activities.
 - The bill from March was \$615 for the work performed.
 - Luke Castle made the motion to approve Krissy Colbath's Contract.
 - Debbie Brehm seconded the Motion.
 - The Motion was passed.
- WCHA Registry
 - Robin raised a BOD member wanted to look at establishing a task force for a registry. Robin will reach back out and express the concern of a conflict with the alliance partners.
- **Adjourn**
 - The meeting was then adjourned.
- Respectfully Submitted by: Dava Benyak, WCHA Secretary.

INVOICE

Krissy Colbath
1128 Bridgeview Ln
Tuttle, OK 73089

Invoice #002
Date 5/1/2018

TO:
World Conformation Horse Association
P.O. Box 33713
Fort Worth, TX 76162
office@conformationhorse.com

FOR:
Administrative Consulting
Dates of Service 4/1/2018-4/30/2018

Date	Month	Tasks Completed	Hours	Total Due
4/1/2018	April	Respond to e-mail correspondence	0.25	\$5.00
4/2/2018	April	Respond to phone and e-mail correspondence, establish trial of constant contact (CC), research membership lists to use in CC	1	\$20.00
4/3/2018	April	Correspondence - email, phone and text.	0.5	\$10.00
4/4/2018	April	Bill pay, BOD meeting, organizing paper files from trailer, judges call with JP, e-mail blast to BOD about bios.	3	\$60.00
4/6/2018	April	Organizing WCHA files on Virtual Office	3	\$60.00
4/7/2018	April	Organizing WCHA files on Virtual Office, processed memberships, phone and e-mail correspondence, update XL membership list	4	\$80.00
4/9/2018	April	Phone and e-mail correspondence, designed WCHA graphics for FB post.	1.5	\$30.00
4/10/2018	April	Sort through files to attempt to find judges applications, Call with David Wiggins, Call with Jeffrey Pait, e-mail blast	1.5	\$30.00
4/11/2018	April	Set up Constant Contact and send e-blast.	1	\$20.00
4/12/2018	April	Type up 3/28 EC minutes and send to Dava	0.5	\$10.00
4/14/2018	April	Correspondence, e-mail blast, reformat word doc	1.5	\$30.00
4/15/2018	April	Correspondence, redesign trailer raffle ad, format entry forms	4	\$80.00
4/16/2018	April	Correspondence, format entry forms, call to QB, search old judges files for applications	3	\$60.00
4/17/2018	April	Correspondence, proof read forms and e-mail blasts, redesign more entry forms, judges call, futurity sponsorship research	6	\$120.00
4/18/2018	April	Phone and e-mail correspondence	0.5	\$10.00
4/19/2018	April	Correspondence, review materials for sponsorship committee.	1	\$20.00

INVOICE

4/20/2018 April	Correspondence, meet with Wayne to receive mail, scan and send judge's application to committee.	2	\$40.00
4/22/2018 April	Process memberships and nominations.	3	\$60.00
4/23/2018 April	Edit Breeder's Futurity form and send to Don. Phone and e-mail correspondence. Sponsorship phone call.	2.5	\$50.00
4/25/2018 April	Design Trailer Raffle Web Banner, design sponsorship brochure	3	\$60.00
4/26/2018 April	Correspondence, phone call on expenses	1	\$20.00
4/30/2018 April	Redesign trailer raffle ad for social media	1	\$20.00
		44.75	\$895.00

Make all checks payable to Anna K. Colbath

Total due in 15 days. Overdue accounts subject to a 1% service charge.

Thank you for your business!

WCHA Programs Proposed and Implemented

Futurity

- 1. Created a format for a performance class for WCHA Nominated Stallion's Get**
- 2. Proposed the idea of allowing assistance to exhibitors after the judges have sent in their placings**
- 3. Worked with the American Paint Horse Association on the following:**
 - a. Add 3rd day to the WCHA Futurity**
 - b. Enhance Stallion Avenue**
 - c. Increase vendor participation at futurity**
 - d. Allow Paint Horse Office**
 - 1. Take Entries**
 - 2. Tabulate Scores and Payback**
 - e. Move WCHA Annual Meeting to Futurity**

Membership

- 1. Create a new level of membership**
 - a. Free**
 - b. Automatic annual renewal**
 - c. No voting rights**
 - d. Eligible for weekly product drawings**
 - e. Increase own membership numbers by thousands**

Note: By increasing our membership numbers WCHA will be in a better position to acquire more corporate sponsors and increase the credibility of WCHA to other associations

Judging

- 1. Worked with AQHA to use their webinar to educate and re-certify WCHA Judges**
- 2. Redo and update the WCHA Judging Guidebook**
- 3. Improve the use of the WCHA Judges by our Alliance Partners at the major shows**
- 4. Continue to educate current WCHA Judges**

Marketing

- 1. Increase alliance with other equine associations**
- 2. Presence at Alliance:**
 - a. Shows**
 - b. Conventions**
 - c. Judging Seminars**
 - d. Judging Exams**
 - e. Special Events**
- 3. More advertising**
 - a. Banners**
 - b. Social Media**
 - c. Breed Publications**
 - d. Event Programs**
 - e. Horse Sales**
- 4. Sanction more shows, futurities and clinics**
- 5. Work with vendors and sponsors to get more product discounts for WCHA members**

Social Media

- 1. Website**
 - a. Weekly product drawings**
 - b. Sponsor promotionals**
 - c. Trainer tips and interviews**
 - d. Shows results**
 - e. Judges profiles**
 - f. Member profiles**
 - g. Advertising**
 - h. Leader list "earnings"**
 - 1. Sire**
 - 2. Dam**
 - 3. Breeder**
 - 4. Exhibitor**
 - 5. Horse**
 - i. Facebook, Twitter, Instagram, etc daily updates**

Public Policy

Form an alliance with other livestock and breed associations to work on political issues concerning equine and other livestock industries

Foundation

Form a youth committee to work on ways to raise money for a scholarship fund

Publication

Work with all breed publications to promote WCHA

LAURA C. MANUEL
lmanuel323@gmail.com

13801 Western Mill Rd. * Lawrenceville, VA 23868 * Phone: 434-480-0207

CAREER SUMMARY

Over 35 years of success in financial and program management in the commercial consulting industry, and the Department of Defense (DoD) and Intelligence Communities (IC). An experienced leader and manager with excellent organizational, communications, and people skills. In-depth understanding of commercial financial management as well as the DoD and IC planning, programming, budgeting and accounting systems. Held Top Secret/SCI clearance with polygraph for over 25 years.

CORE COMPETENCIES

- Financial Management
- Program Management
- Organization Management
- Merger & Acquisition
- Competitive Proposal Evaluation

TALISMAN INTERNATIONAL, LLC

Chief Financial Officer, 2008 - 2014

- Provided financial and resource management for consulting firm providing regulatory and litigation assistance to the nuclear materials and power industry. Responsible for the management of all financial, human resources, contracting, facilities and logistics functions. Served as Plan Administrator and Trustee for Talisman 401(k) Profit Sharing Plan.
- Worked directly with the President to support the sale of the partnership to an acquiring company. Responsible for assisting with all negotiations related to the acquisition and producing all documentation to support the sale and closing.
- Managed the first 18 months of transition to parent company's processes and procedures, including:
 - Managed the transition of Talisman employee benefits including merger of 401(k) plans to acquiring company benefits plans and terminated the Talisman benefits plans.
 - Transitioned the Talisman corporate insurance policies into the acquiring company policies.
 - Managed the transfer of funds from Talisman International LLC 401(k) into the acquiring company's retirement account options selected by Talisman employees.
 - Upgraded the Talisman servers, established a robust VPN capability, provided off-site computer back-up capability to meet acquiring company requirements.
 - Upgraded the Talisman accounting system to be accessible by all internet browsers.
- In 2009-2010, worked directly with the President to restructure the company after dissolution of a marginally profitable division.

CENTRAL INTELLIGENCE AGENCY

Director, Business Management, National Security Space Office (NSSO), 2005 - 2008

- Managed entire business support infrastructure for 240 person NSSO including functional areas of financial management, human resources, contracting, security, information technology, facilities management, and logistics.

Director, Program Assessment, National Security Space Office, 2003 - 2005

- Led team that conducted the FY06-07 National Security Space Program Assessment evaluating the multi-billion dollar national security space budget. Eighty percent of recommendations were implemented by DoD and IC leadership.

Program Mgr, Secure Facility Project, National Security Space Architect, 2000 - 2002

- Led design team and provided government oversight for construction of a 38,000 sq. ft. Sensitive Compartmented Information Facility (SCIF).

Senior Intelligence Community Representative, National Security Space Architect, 1999 - 2000

Project Lead, Budget Presentation Redesign, Community Management Staff, 1997 - 1999

- Led redesign of intelligence community budget documentation and re-engineered the intelligence community reprogramming process.

Project Mgr, Integrated Financial Management System, National Reconnaissance Office, 1995-1996

- Led team to define requirements, acquire and implement an OMB compliant Integrated Financial Management System replacing multiple legacy systems from several agencies.

DEPARTMENT OF DEFENSE (AIR FORCE) EXPERIENCE

Dep Div Chief, Program Integration & Management Support, Asst Sec for Acquisition, 1992-1995

- Coordinated program reviews, budget justification, and Congressional interaction for Air Force fighter aircraft, command & control systems, and weapons and missile defense programs.

Air Force Fellow, University of Southern California, 1991-1992

- Competitively selected for one year fellowship at the University of Southern California, Washington Public Affairs Center resulting in a Master's degree in Public Administration.

Director of Fiscal Control, Asst Sec for Financial Management, 1989-1991

- Led team to centralize Air Force process to control release and distribution of budget authority.
- Led policy development to handle Congressionally-directed elimination of merged accounts.

Deputy Director, Financial Management, Advanced Programs, HQ AF Systems Command, 1987-1989

- Led financial management of AF highly classified R&D and acquisition programs.

Systems Accountant & Budget Analyst, HQ AF Systems Command, 1984-1986

Auditor, Air Force Audit Agency, 1980-1983

- Conducted acquisition and logistics audits of AF electronics and command & control systems.

EDUCATION & PROFESSIONAL CERTIFICATION

Certified Public Accountant since 1984

Chartered Global Management Accountant since 2012

MBA, Financial Management, Western New England College

MPA, Public Administration & Policy, University of Southern California

BA, Economics & Accounting, LaVerne University

Certified (DoD) Acquisition Professional, Financial Manager, Level III

Certified (DoD) Acquisition Professional, Program Manager, Level III

May 7, 2018

To: WCHA Executive Committee

From: Public Relations and Marketing Committee

Re: Current Items for EC approval/input

1. Approval to reach out to WCHA Stallion and Mare Owners for candid (copy write free) photographs for use in WCHA marketing and promotional initiatives (waiver will be required)
2. Review Suggested Interim Protocol for WCHA Information and Communication (attached)
3. Review WCHA Interim Policies for Public Relations and Marketing Guidelines (attached)
4. *Take the Lead* as per the Presidents direction contact with Carmco and Carmen Cofrancesco has been initiated. No reply has been received to date.
5. Approval for WCHA Breeders Directory page on WCHA website – similar to WCHA Trainer Directory Fundraiser initiative for the WCHA Foundation (in collaboration with the Financial Committee).
6. Development has been initiated on a WCHA Member Survey (email) and WCHA Halter Enthusiasts Survey (Facebook). Approval to move forward to start networking with all WCHA Committees for input and suggested survey questions stemming from their respective initiatives.
7. Suggest that our Administrative Consultant attend the Terry Bradshaw Quarter Horses Production Sale to assist in the set up and manning of the WCHA booth.

~ Being relatively new to the Halter Horse Industry attending this premiere event would be highly enlightening and informative. Meeting Directors and Members in person would be beneficial as well as using the opportunity to take candid photos for future WCHA use.
8. Approval to remove the “Store” page on our WCHA website.
A huge amount of data is being used for a page that has received little to no interest.

So Cal Equine
545 West Allen Ave Suite 6
San Dimas, CA 91773



Rose Santos
2700 Shanley Road
Auburn, CA 95603

ACCOUNT STATEMENT

FOR DEC 01, 2015 TO MAY 08, 2018

Contact Us

Phone: 909-592-0911
Email: socalequine@verizon.net
Mail: 545 West Allen Ave Suite 6
San Dimas, CA 91773
Fax: 909-592-0680

Account Summary

Beginning balance as of Dec 01, 2015:	\$0.00
Total purchases:	\$9,910.39
Total payments, credits, and write-offs:	(\$3,530.00)
Finance charge:	\$2,877.50
Balance due as of May 08, 2018:	\$9,257.89

Transaction Detail

Date	Type	Reference	Patient	Description	Amount
Mar 09, 2016	Payment	Authorize.net (swipe)			(\$325.00)
Mar 09, 2016	Payment	Payment 3067			(((\$325.00))
Apr 14, 2016	Purchase	Invoice #32216		Carried Over Balance	\$1,225.37
Apr 14, 2016	Purchase	Invoice #32216		Finance Charge	\$18.38
Apr 14, 2016	Purchase	Invoice #32216		Finance Charge	\$18.66
Apr 18, 2016	Purchase	Invoice #32454		Finance Charge	\$25.14
Apr 18, 2016	Purchase	Invoice #32454		Finance Charge	\$25.52
Apr 18, 2016	Purchase	Invoice #32454	Peanut	Carbocaine Injection	\$40.00
Apr 18, 2016	Purchase	Invoice #32454	Peanut	Musculo-skeletal Exam	\$200.00
Apr 18, 2016	Purchase	Invoice #32454	Peanut	Nerve Block-L MFT	\$91.00
Apr 18, 2016	Purchase	Invoice #32454	Peanut	Sedivet Injection	\$45.00
Apr 18, 2016	Purchase	Invoice #32454	Peanut	Adequan Injection	\$65.00
Apr 18, 2016	Purchase	Invoice #32454	Peanut	Amikacin	\$40.00
Apr 18, 2016	Purchase	Invoice #32454	Peanut	Exam Health Certificate	\$45.00
Apr 18, 2016	Purchase	Invoice #32454	Peanut	Hyvisc	\$250.00
Apr 18, 2016	Purchase	Invoice #32454	Peanut	Intra Articular Injection LMFT	\$80.00

Apr 18, 2016	Purchase	Invoice #32454	Peanut	Legend HA 4 ml IV	\$115.00
Apr 18, 2016	Purchase	Invoice #32454	Peanut	Polyglycan 10mL Bottle Dispensed	\$170.00
Apr 18, 2016	Purchase	Invoice #32454	Peanut	Professional Visit	\$75.00
Apr 18, 2016	Purchase	Invoice #32454	Peanut	Digital Radiograph - Left Hock	\$100.00
Apr 18, 2016	Purchase	Invoice #32454	Peanut	Digital Radiograph - Left Stifle	\$150.00
Apr 18, 2016	Purchase	Invoice #32454	Peanut	Digital Radiograph LH Fetlock	\$100.00
Apr 18, 2016	Purchase	Invoice #32454	Peanut	Triamcinolone	\$40.00
Apr 18, 2016	Purchase	Invoice #32454	Peanut	Xylazine Injection	\$70.00
May 14, 2016	Purchase	Invoice #32168		Carried Over Balance	\$665.06
May 14, 2016	Purchase	Invoice #32168		Finance Charge	\$9.98
May 14, 2016	Purchase	Invoice #32168		Finance Charge	\$10.13
Jun 01, 2016	Payment	Authorize.net (swipe)			(\$350.00)
Jun 01, 2016	Payment	Payment 3066			(((\$350.00))
Jun 14, 2016	Purchase	Invoice #32206		Carried Over Balance	\$1,035.67
Jun 14, 2016	Purchase	Invoice #32206		Finance Charge	\$15.54
Jun 14, 2016	Purchase	Invoice #32206		Finance Charge	\$15.77
Jul 05, 2016	Purchase	Invoice #32180		Carried Over Balance	\$773.05
Jul 05, 2016	Purchase	Invoice #32180		Finance Charge	\$11.60
Jul 05, 2016	Purchase	Invoice #32180		Finance Charge	\$11.77
Jul 18, 2016	Purchase	Invoice #32340		Finance Charge	\$0.60
Jul 18, 2016	Purchase	Invoice #32340	Ante Up (Olina)	Inject w/ Owner's Medication	\$20.00
Jul 18, 2016	Purchase	Invoice #32340	Peanut	Inject w/ Owner's Medication	\$20.00
Jul 22, 2016	Purchase	Invoice #32367		Finance Charge	\$7.04
Jul 22, 2016	Purchase	Invoice #32367		Finance Charge	\$7.14
Jul 22, 2016	Purchase	Invoice #32367	Ante Up (Olina)	Syringes Dispensed	\$4.00
Jul 22, 2016	Purchase	Invoice #32367	Ante Up (Olina)	Betadine Solution Dispensed	\$10.00
Jul 22, 2016	Purchase	Invoice #32367	Ante Up (Olina)	Bute Injection	\$30.00
Jul 22, 2016	Purchase	Invoice #32367	Ante Up (Olina)	Exam	\$75.00
Jul 22, 2016	Purchase	Invoice #32367	Ante Up (Olina)	Gentocin Injection	\$60.00
Jul 22, 2016	Purchase	Invoice #32367	Ante Up (Olina)	Gentamicin Injection Dispensed	\$35.00
Jul 22, 2016	Purchase	Invoice #32367	Ante Up (Olina)	PPG IM	\$30.00
Jul 22, 2016	Purchase	Invoice #32367	Ante Up (Olina)	Sterile Lavage	\$30.00
Jul 22, 2016	Purchase	Invoice #32367	Ante Up (Olina)	Dormosedan/Torbugesic Injection	\$30.00
Jul 22, 2016	Purchase	Invoice #32367	Ante Up (Olina)	Uniprim Tub; dispensed	\$130.00
Jul 22, 2016	Purchase	Invoice #32367	Ante Up (Olina)	Wound Prep	\$35.00
Jul 22, 2016	Purchase	Invoice #32368		Finance Charge	\$6.48
Jul 22, 2016	Purchase	Invoice #32368		Finance Charge	\$6.58
Jul 22, 2016	Purchase	Invoice #32368	Ante Up (Olina)	Professional Visit Split	\$45.00

Jul 22, 2016	Purchase	Invoice #32368	Ante Up (Olina)	Progress Exam	\$50.00
Jul 22, 2016	Purchase	Invoice #32368	Ante Up (Olina)	Surgical Prep - clip and clean	\$35.00
Jul 22, 2016	Purchase	Invoice #32368	Ante Up (Olina)	Sterile Lavage	\$25.00
Jul 22, 2016	Purchase	Invoice #32368	Ante Up (Olina)	Dormosedan Injection	\$45.00
Jul 22, 2016	Purchase	Invoice #32368	Ante Up (Olina)	Progress Exam	\$50.00
Jul 22, 2016	Purchase	Invoice #32368	Ante Up (Olina)	Wound Prep	\$25.00
Jul 22, 2016	Purchase	Invoice #32368	Ante Up (Olina)	Sterile Lavage	\$25.00
Jul 22, 2016	Purchase	Invoice #32368	Ante Up (Olina)	Dormosedan/Torbugesic Injection	\$45.00
Jul 22, 2016	Purchase	Invoice #32368	Ante Up (Olina)	Betadine/Chlorhex Scrubby Dispensed	\$12.00
Jul 22, 2016	Purchase	Invoice #32368	Ante Up (Olina)	Inject w/ Owner's Medication	\$10.00
Jul 22, 2016	Purchase	Invoice #32368	Ante Up (Olina)	Dormosedan Injection Dispensed	\$45.00
Jul 22, 2016	Purchase	Invoice #32368	Ante Up (Olina)	Inject w/ Owner's Medication	\$10.00
Jul 22, 2016	Purchase	Invoice #32368	Ante Up (Olina)	Inject w/ Owner's Medication	\$10.00
Jul 22, 2016	Purchase	Invoice #32369		Finance Charge	\$0.45
Jul 22, 2016	Purchase	Invoice #32369		Finance Charge	\$0.46
Jul 22, 2016	Purchase	Invoice #32369	Peanut	Inject w/ Owner's Medication	\$10.00
Jul 22, 2016	Purchase	Invoice #32369	Peanut	Inject w/ Owner's Medication	\$10.00
Jul 22, 2016	Purchase	Invoice #32369	Peanut	Inject w/ Owner's Medication	\$10.00
Aug 26, 2016	Purchase	Invoice #32613	My Good Intention (Drew)	Exam Health Certificate	\$45.00
Aug 26, 2016	Purchase	Invoice #32613	My Good Intention (Drew)	Soft Ride Boots	\$240.00
Sep 13, 2016	Payment	Credit Card			(\$350.00)
Oct 01, 2016	Purchase	Invoice #33086	Shyla	Saturday Emergency Professional Visit A.	\$100.00
Oct 01, 2016	Purchase	Invoice #33086	Shyla	Naquasone Paste Dispensed	\$40.00
Oct 04, 2016	Purchase	Invoice #32991	Kara	Exam Health Certificate	\$45.00
Oct 04, 2016	Purchase	Invoice #32991	Peanut	Professional Visit Split	\$45.00
Oct 04, 2016	Purchase	Invoice #32991	Peanut	Professional Discount	(\$45.00)
Oct 04, 2016	Purchase	Invoice #32991	Peanut	Exam Health Certificate	\$45.00
Oct 21, 2016	Purchase	Invoice #33117	Betty	Digital Radiograph - Canine	\$100.00
Oct 21, 2016	Purchase	Invoice #33117	Betty	Professional Discount	(\$100.00)
Feb 23, 2017	Payment	Credit Card			(\$650.00)
Mar 06, 2017	Purchase	Invoice #34100	Untouchable Am I	Ultrasound Exam Ovaries/Uterus	\$70.00
Mar 06, 2017	Purchase	Invoice #34100	Untouchable Am I	Deslorelin injection	\$80.00
Mar 07, 2017	Purchase	Invoice #34082	Untouchable Am I	Artificial Insemination	\$85.00
Mar 08, 2017	Purchase	Invoice #34087	Untouchable Am I	Ultrasound Exam Ovaries/Uterus	\$70.00

Mar 09, 2017	Payment	Credit Card			(\$300.00)
Mar 21, 2017	Purchase	Invoice #34077	Untouchable Am I	Ultrasound/Preg Check	\$80.00
Mar 21, 2017	Purchase	Invoice #34077	Untouchable Am I	Ultrasound/Preg Check	\$80.00
Apr 07, 2017	Payment	Credit Card			(\$300.00)
Apr 10, 2017	Purchase	Invoice #34320	Untouchable Am I	Ultrasound Exam Ovaries/Uterus	\$70.00
Apr 10, 2017	Purchase	Invoice #34320	Untouchable Am I	Ultrasound Exam Ovaries/Uterus	\$70.00
Apr 12, 2017	Purchase	Invoice #34413	Untouchable Am I	Professional Visit Split	\$45.00
Apr 12, 2017	Purchase	Invoice #34413	Untouchable Am I	Ultrasound Exam Ovaries/Uterus	\$75.00
Apr 24, 2017	Payment	Credit Card			(\$185.00)
Apr 24, 2017	Purchase	Invoice #34452	Untouchable Am I	Ultrasound Exam Ovaries/Uterus	\$70.00
Apr 24, 2017	Purchase	Invoice #34452	Untouchable Am I	Ultrasound Exam Ovaries/Uterus	\$70.00
Apr 28, 2017	Purchase	Invoice #34491	My Good Intention (Drew)	Dormosedan Injection	\$45.00
May 02, 2017	Payment	Credit Card			(\$400.00)
May 22, 2017	Payment	Credit Card			(\$200.00)
May 31, 2017	Purchase	Invoice #34810	Denim Danger	EEE/WEE Enceph. Tet. Vacc.	\$16.00
Jun 01, 2017	Purchase	Invoice #34951	Ante Up (Olina)	Professional Discount	(\$5.50)
Jun 01, 2017	Purchase	Invoice #34951	Ante Up (Olina)	Coggins EIA	\$55.00
Jun 07, 2017	Payment	Credit Card			(\$300.00)
Jun 12, 2017	Purchase	Invoice #35159	Denim Danger	Nerve Block	\$45.00
Jun 12, 2017	Purchase	Invoice #35159	Denim Danger	Surgical Prep - clip and clean	\$55.00
Jun 12, 2017	Purchase	Invoice #35159	Denim Danger	Sterile Pack fee	\$35.00
Jun 12, 2017	Purchase	Invoice #35159	Denim Danger	Catheterization I.V.	\$40.00
Jun 12, 2017	Purchase	Invoice #35159	Denim Danger	Bute Injection	\$35.00
Jun 12, 2017	Purchase	Invoice #35159	Denim Danger	Sedivet/Ketamine/ValiumAnesthesia	\$150.00
Jun 12, 2017	Purchase	Invoice #35159	Denim Danger	Belly Band	\$25.00
Jun 12, 2017	Purchase	Invoice #35159	Denim Danger	Suture Material 2-0 Vicryl	\$17.50
Jun 12, 2017	Purchase	Invoice #35159	Denim Danger	Suture Material	\$17.50
Jun 12, 2017	Purchase	Invoice #35159	Denim Danger	Skin Staples	\$17.00
Jun 12, 2017	Purchase	Invoice #35159	Denim Danger	Umbilical Hernia Repair	\$100.00
Jun 12, 2017	Purchase	Invoice #35159	Denim Danger	Professional Discount	(\$37.00)
Jun 16, 2017	Purchase	Invoice #35099	Denim Danger	Professional Visit	\$75.00
Jun 16, 2017	Purchase	Invoice #35099	Denim Danger	Colic Exam	\$75.00

Jun 16, 2017	Purchase	Invoice #35099	Denim Danger	Ultrasound Abdomen				\$250.00
Jun 16, 2017	Purchase	Invoice #35099	Denim Danger	Catheterization I.V.				\$75.00
Jun 16, 2017	Purchase	Invoice #35099	Denim Danger	Torbugesic Injection				\$35.00
Jun 16, 2017	Purchase	Invoice #35099	Denim Danger	Gentocin Injection				\$30.00
Jun 16, 2017	Purchase	Invoice #35099	Denim Danger	IV Fluid Bag				\$150.00
Jun 16, 2017	Purchase	Invoice #35099	Denim Danger	Abdomenocentesis				\$50.00
Jun 16, 2017	Purchase	Invoice #35099	Denim Danger	Suture Material - 2-0 Prolene				\$17.50
Jun 16, 2017	Purchase	Invoice #35099	Denim Danger	Professional Discount				(\$300.00)
Jun 16, 2017	Purchase	Invoice #35099	Denim Danger	Euthanasia				\$185.00
Jun 16, 2017	Purchase	Invoice #35099	Denim Danger	IVF-Line				\$10.00
Jun 16, 2017	Purchase	Invoice #35099	Denim Danger	Sterile Prep				\$50.00
Jun 16, 2017	Purchase	Invoice #35099	Denim Danger	Stiles Pick Up				\$160.00
Jun 16, 2017	Purchase	Invoice #35099	Denim Danger	Professional Visit-2nd Visit Same Day				\$45.00
Jun 23, 2017	Payment	Credit Card						(\$245.00)
Jul 07, 2017	Payment	Credit Card						(\$300.00)
Jul 13, 2017	Purchase	Invoice #35240	Ante Up (Olina)	Exam Health Certificate				\$50.00
Jul 28, 2017	Purchase	Invoice #35383	Ante Up (Olina)	Surpass Cream Dispensed				\$100.00
Aug 14, 2017	Purchase	Invoice #35563	My Good Intention (Drew)	Exam Health Certificate				\$50.00
Aug 14, 2017	Purchase	Invoice #35563	My Good Intention (Drew)	Coggins EIA				\$55.00
Aug 14, 2017	Purchase	Invoice #35563	My Good Intention (Drew)	ECP 1/2 bottle dispensed				\$40.00
Aug 14, 2017	Purchase	Invoice #35563	My Good Intention (Drew)	Dormosedan	5mL	10mg/mL		\$180.00
Sep 20, 2017	Payment	Credit Card		Dispensed				(\$300.00)

Hello Executive Committee,

I've had the wonderful opportunity for more than a year to serve as the WCHA Board Approved Secretary. I have learned so many things, along with having the opportunity to gain such great insight to WCHA and all the great things associated therewith! My full time career is expanding to include being part of an integration team for a \$854M acquisition for the company I work for.

Due to upcoming career demands, I am submitting my resignation effective June 7, 2018. I'll work to ensure a smooth transition to the new secretary, inclusive of procedures and documentation to facilitate a seamless support to WCHA and its members. I hope in 6 months to a year that I can once again be a contributing WCHA member to help in its' success.

I wish each of you, and WCHA, a rewarding and successful future.

Best Regards,

Dava Benyak
WCHA Board Recognized Secretary

May 7, 2018

To: World Conformation Horse Association Executive Committee

From: WCHA Public Relations and Marketing Committee

Re: Suggested Interim Protocol for WCHA Information and Communication

As WCHA grows and develops guidelines for how the flow of information and communications are to be executed and implemented will help to provide clear direction to all WCHA Directors, Committees, Volunteers, Contract and or Employed Personnel, etc. on what WCHA considers appropriate for our Association. This will increase transparency within our Association and instill confidence in our Members and those who represent WCHA.

The below charts are suggested as interim guidelines for implementation until WCHA is able to develop Policy and Procedure protocols. There will be times and instances when these processes and flow will need to be adjusted however it is suggested the General Accepted Practice for flow of Information and General Communications should always be followed.

As an overview, it is generally considered accepted protocol to provide an organisation's Board of Directors with as immediate as possible communication and information notice before items are presented to the Membership. This is can be done via email and is provided at least 12 hrs, if not more acceptable, 24 hrs, before Membership notification. This will allow time for Directors to obtain further information and clarity, if needed, to offer support and detailed information to WCHA Members. Members are then notified, via email, a minimum of 12 hours prior to items being posted on the WCHA website and FP page. Other Social Media venues and media sources outside WCHA are then notified a minimum of 12 hours after all WCHA venues have been circulated. Again, this will instill confidence in our Members that WCHA is functioning in a transparently open manner and provide information to our Members in a timely and professional manner.

General Accepted Practice for flow of Information and General Communications:

Executive Committee

to

Board of Directors (Committee Chairs)

to

Members

to

WCHA Facebook and Website

to

General Public and other Media sources

WCHA Committee Initiative Information and Projects:

Committees (Task Forces, etc.)

to

Committee(s) that would be involved or need support from and/or are related back to

Original Committee

to

Executive Committee

and/or back to

Committees related or needing input from (and at times to the BOD) back to

Executive Committee and original Committee

to

Public Relations and Marketing Committee

back to

Original Committee and or Executive Committee (for final approval)

to

Board of Directors (Committee Chairs)

to

Members

to

WCHA Facebook and Website

to

General Public and other Media sources

WCHA News Releases and Announcements:

Originating Committee (Task Force, etc.)

to

Executive Committee

to

Public Relations and Marketing

back to

Original Committee and or Executive Committee (for final approval)

to

Board of Directors (Committee Chairs)

to

Members

to

WCHA Facebook and Website

to

General Public and other Media sources

May 7th, 2018

To: World Conformation Horse Association Executive Committee

From: WCHA Public Relations and Marketing Committee

Re: WCHA Interim Policies for Public Relations and Marketing Guidelines

To ensure that WCHA's integrity is upheld and image is protected it is imperative that anyone who aids in the promotion and representation of the Association do so in a manner that reflects positively on WCHA. To ensure this, clear and concise guidelines are suggested below for WCHA to implement. These will help to provide clear direction to WCHA Directors, Committees, Volunteers, Contract and or Employed Personnel, etc. on what WCHA considers appropriate material and content used on in advertising, promoting and or corresponding on behalf of the Association.

These guidelines will include but are not limited to all WCHA Social Media posts, WCHA Website, eBlasts, eMagazine, Newsletters, all other Media venues and general WCHA correspondence. These are suggested as interim policies for implementation until WCHA is able to develop a Policy and Procedure protocols.

Suggested Interim Guidelines:

~ All correspondence and interactions on behalf of WCHA is to be executed in a businesslike manner using accepted professional protocol and methods. All verbiage should be free of spelling mistakes, grammatical and keypunch errors. Copies of any and all correspondence, advertising, etc. while representing or conducting business on behalf of WCHA shall be provided to the Administrative Consultant and filed in the virtual office for future reference. This includes but is not limited to any item(s) and or correspondence using the WCHA logo and or name.

~ Accuracy of information is paramount. Every effort to provide factual and correct information shall be made. Any information that might be perceived as misleading or inaccurate shall be avoided at all times

~ No images will be used or shared that do not promote a healthy lifestyle; i.e. Images of children involved in inappropriate or perceived by the "Average Non Equine Industry Person" as questionable or inappropriate activities including but not limited to such as consuming or serving alcohol, smoking and or engaging in physical activities that might be perceived as dangerous or potentially harmful. WCHA should be represented as a welcoming family oriented and friendly organization.

~ All main/featured images of people will note the person's full name, particularly in the case of WCHA Members. In particular, any photos or images where WCHA Sponsors are present the full name of the person and company should be noted. Photos or images containing WCHA EC Members or Directors should be note as such. Photos of Founding and or Lifetime Members should be noted as such.

~ Timely WCHA events, news, etc. directed to Members or potential Members will take priority over all other Social Media posts. WCHA Affiliate or WCHA Approved Events will also take priority over non-WCHA related or associated events. Posting “fun” days like Futurity Friday and Throwback Thursday on Social Media WCHA events, news, etc. will be done only when immediate timely WCHA items are not in a priority status.

~ All changes, additions, etc. to the WCHA website will be submitted to the WCHA Admin Team and will be passed on to the PR&M Committee to post. Prior approval of the related Committees and or EC will be required in some cases where major changes are requested or needed. All such noted items will be submitted via email to: support@conformationhorse.com

~ In the case of lengthy verbiage and or any and all WCHA advertising and communications will be submitted to the Public Relations & Marketing Committee and from there will go to the appropriate Committee for approval and or, in some cases, go to the Executive Committee for final approval before being posted, printed and or sent.

~ WCHA Nominated Stallions when featured on Social Media venues will be listed singularly with full registered name and all contact information (and links). Ads will be approved and or provided by the Owner and the Futurity Committee Chair/Coordinator prior to posting. All FB posts will be done through the WCHA Admin Team via email: support@conformationhorse.com

.

~ All horses used in photographs must clearly be of stock horse type and of good or better quality with no visual excessive conformation faults. Wherever possible all horses will be identified by owner and full registration name and if possible sire and dam noted particularly in the case of WCHA Breeders Futurity nominated sires and dams.

~ All images of horses must conform to Industry acceptable handling – i.e. in the case where a horse’s image shows the animal being presented or handled with a lip chain or lip cord WCHA will avoid the use of photos depicting horse’s exposed gums, drooling, tongue hanging out or any image that someone from outside the Industry could perceive the horse being in any kind of discomfort.

~ Waivers for photos or images used in advertising must be obtained before being used or published by WCHA. In particular photos or images depicting children where the child is clearly identifiable must have a parental waiver completed. Waivers may be obtained from the Administrative Consultant or the PR&M Committee. All waivers must be filed with WCHA via email: support@conformationhorse.com

.

WCHA 2018 “Standing Committees”

Governance Committee

Rebekah Hermann – Chair

(507) 951-8877

halterhorseadvocate@gmail.com

Lisa Aerne

Jim Groff

Randy Jacobs

Kelley Stone

Jack Grove, Legal Counsel

PR and Marketing Committee

Laurie Takoff – Chair

(250) 470-2407

laurianq@telus.net

Kristy Vanderwende

Katie Mitchell

Dawn Shafer

Rose Santos

Jennifer Sheriff

Krissy Colbath

Futurity Committee

Don Falcon – Chair

(482) 229-9767

falconranch@earthlink.net

Luke Castle

Mike Clites

Bill Huckabee

Dennis Mason

Jerrell Jackson

Kelley Stone

Monte Horn

Karen Sartain

Drew Kooiker

Lea Ann Koch

Mark Niebrugge

Randy Jacobs

➤ Futurity Fund Raising Sub Committee:

Rebekah Herrmann-Chair,

Katie Mitchell

➤ Versatility Class Sub Committee:

Kelly Stone-Chair

Mike Jennings

Jerrell Jackson

Monte Horn

Karen Sartain

Drew Kooiker

Dennis Mason

Don Falcon

Fundraising & Hall of Fame Banquet

Anna Horn – Chair
(601) 954-2335
annahorn78@att.net

Heather Berry
Dan Fox
Kate Jackson
Ralph Manuel
Mary Robertson
Lonn Smallwood

Finance/Foundation Committee

Andrea Olson – Chair
(817) 235-9204
epolsen@aol.com
Beth Dunlap Johnson
Dan Fox
Jim Groff
Diane Pilant
Dawn Shafer
Kerry Aycock

Membership Committee

Kathy Smallwood – Chair
(214) 232-3152
ksqh@flash.net
Vicki Livasy
Dan Mannion
Kathy Snodgrass

Judges Committee

Jeffrey Pait – Chair
(973) 862-7654
jpait@paitpromotions.com
Luke Castle - Vice Chair
Johnne Dobbs
Gene Parker
Dick Donnelly
Ron Doyle
Jim Groff
Rebecca Halvorson
Mike McMillian
Kathy Smallwood
Kelly Stone
John Pipkin

Nominations Committee

Ralph Manuel - Chair

Youth Programs/Events

Candace Jussen - Chair

Special “Task Force” Committees

Hall of Fame Nominating Committee

Johne Dobbs - Chairman

Connie Mason

Luke Castle

Ross Roark

Alliance Partner Liaisons

AQHA (Quarter) - Affiliate

Johne Dobbs

Luke Castle

Debby Brehm

APHA (Paint) - Affiliate

Don Falcon

PtHA (Pinto)

PHBA (Palomino) - Affiliate

Anna Horn

ABRA (Buckskin) – Affiliate

Kathy Smallwood

ARHA (Roan) - Affiliate

THE WORLD CONFORMATION HORSE ASSOCIATION

ARTICLE I NAME

Section 1. Corporation. The name of this organization shall be the World Conformation Horse Association. The business of the Corporation may be conducted as World Conformation Horse Association, herein referred to as the Association or “WCHA”.

ARTICLE II PURPOSES AND POWERS

Section 1. The WCHA is a non-profit Association and shall be operated to unite for the purpose of stimulating interest in and competitive opportunities for enthusiasts of the conformation horse, while protecting the integrity of the horse through responsible stewardship within the meaning of Section 501 c. (3) of the Internal Revenue Code of 1986, or the corresponding section of any future Federal tax code.

WCHA strives to preserve and promote the value of correct conformation in the equine industry.

WCHA believes that correct conformation serves as the foundation to the horse’s ability to successfully perform in any discipline.

WCHA is committed to protecting, preserving, and promoting the conformation standard of the horse and constantly pursuing growth in our industry.

To maximize impact on current efforts, WCHA may seek to collaborate with other non-profit organizations which fall under the 501c. (3) section of the internal revenue code and are operated exclusively for educational and charitable purposes.

At times, per the discretion of the Board of Directors, WCHA may provide internships or volunteer opportunities which shall provide opportunities for involvement in said activities and programs in order to have a greater impact for change.

Section 2 Powers. The WCHA shall have the power, directly or indirectly, alone or in conjunction or cooperation with others, to do any and all lawful acts which may be necessary or convenient to affect the charitable purposes, for which the Association is organized, and to aid or assist other organizations or persons whose activities further accomplish, foster, or attain such purposes. The powers of the Association may include, but not be limited to, the acceptance of contributions from the public and private sectors, whether financial or in-kind contributions.

Section 3 Nonprofit Status and Exempt Activities Limitation.

a. Nonprofit Legal Status. WCHA is a Texas non-profit public benefit Association, recognized as tax exempt under Section 501c.(3) of the United States Internal Revenue Code.

b. Exempt Activities Limitation. Notwithstanding any other provision of these Bylaws, no Director, officer, employee, member, or representative of this Association shall take any action or carry on any activity by or on behalf of the Association not permitted to be taken or carried on by an organization exempt under Section 501c.(3) of the Internal Revenue Code as it now exists or may be amended, or by any organization contributions to which are deductible under Section 170c.(2) of such Code and Regulations as it now exists or may be amended. No part of the net earnings of the Association shall inure to the benefit or be distributable to any Director, officer, member, or other private person, except that the Association shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the Articles of Incorporation and these Bylaws.

c. Distribution Upon Dissolution. Upon termination or dissolution of the WCHA, any assets lawfully available for distribution shall be distributed to one (1) or more qualifying organizations described in Section 501c.(3) of the 1986 Internal Revenue Code (or described in any corresponding provision of any successor statute) which organization or organizations have a charitable purpose which, at least generally, includes a purpose similar to the terminating or dissolving Association.

The organization to receive the assets of the WCHA hereunder shall be selected in the discretion of a majority of the managing body of the Association, and if its members cannot so agree, then the recipient organization shall be selected pursuant to a verified petition in equity filed in a court of proper jurisdiction against the WCHA, by one (1) or more of its managing body which verified petition shall contain such statements as reasonably indicate the applicability of this section. The court upon a finding that this section is applicable shall select the qualifying organization or organizations to receive the assets to be distributed, giving preference if practicable to organizations located within the State of Texas.

In the event that the court shall find that this section is applicable but that there is no qualifying organization known to it which has a charitable purpose, which, at least generally, includes a purpose similar to the WCHA, then the court shall direct the distribution of its assets lawfully available for distribution to the Treasurer of the State of Texas to be added to the general fund.

ARTICLE III BREED ASSOCIATION ELIGIBILITY

Section 1. Breed Eligibility. The Executive Committee reserves the right to determine if a particular breed or color registry exemplifies the standard of the Western Conformation Horse and, consequently, maintains the right to approve or disapprove eligibility of a particular breed. Any horse registered with an approved western conformation equine breed or color horse association is eligible to exhibit in WCHA events.

ARTICLE IV MEMBERSHIP

Section 1. Membership. Membership in WCHA is a privilege and not a right.

Section 2. Membership Categories. Memberships shall be of three (3) categories; Annual Members (open, non-pro and youth), Life Members, and Founding Life Members.

In addition, the Executive Committee may bestow a non-voting honorary membership, free of fees on any person or business at its discretion.

Section 3. Membership Terms, Obligations and Rights. Membership shall be open to any person of any state or country interested in promoting the conformation horse. The Board of Directors may deny membership to anyone deemed to be of not good character and reputation.

Any person having joined this association shall thereby become subject to the rules and bylaws then in force or later adopted by the association, and shall be subject to discipline, fines, suspension or expulsion from the organization as provided in these bylaws and rules. Any expelled member may be reinstated with the approval of the Board of Directors.

Members shall be entitled to vote, attend the Annual Meeting and special meetings as well as participate in any WCHA events, subject to payment of any associated fees. To exhibit in any WCHA event, the exhibitor must have an individual membership.

- Founding Memberships established in the name of a joint, assumed or trade names, corporate, partnership (general or limited), syndicate or joint venture or decedent's estate, trust, guardianship or other custodial legal entity shall have the right to designate one individual to vote and exhibit as if they had an individual membership. Such designation is for the life of the membership.

Section 4. Transferability. A joint, assumed or trade names, corporate, partnership (general or limited), syndicate or joint venture or decedent's estate, trust, guardianship or other custodial legal entity membership shall have the right of survivorship to spouses.

Section 5. Membership in Good Standing, Due Diligence and Disciplinary Action.

For voting privileges, member in good standing is defined as one having paid dues for the current membership year, or founding or life member, and has not been suspended or expelled.

Members of the Association shall be admitted, denied, retained, disciplined, fined, suspended and expelled in accordance with such rules as the Board of Directors may, from time to time adopt.

When any member(s) of the association shall be accused of any acts or practices which may be deemed just cause for discipline, fine, suspension or expulsion from the association, said person(s) shall be entitled to a full, fair and impartial hearing before the Judicial Committee of the organization where she/he shall be faced by his accuser or be permitted to examine all evidence offered in support of the charge by the accuser or others and where she/he shall be given full opportunity to refute such evidence, but upon being adjudged guilty of the practice as charged and worthy of discipline, fine, suspension or expulsion by affirmative vote of a majority of the Judicial Committee eligible to vote, she/he shall forthwith be so expelled.

Section 6. Failure to Pay. Any member or non-member may be suspended and denied privileges of the WCHA by the Executive Committee of the WCHA for failure to pay when due any obligation owing to the WCHA or to an approved event or for giving a worthless check for entry fees, stall fees, office charges, feed bills incurred at the WCHA approved event or any fees or charges including bank charges for returned check connected with the exhibition of WCHA entries; provided, however, that fifteen (15) days before action by written notice of account due and the intention to suspend or withholding privileges of the WCHA shall be mailed to such member or non-member. Upon suspension, the name of the member or non-member may be published in the WCHA newsletter or other such publication beginning with the next available issue from date of suspension. Any suspension and denial of privileges under this section shall terminate upon full payment of the obligation due the WCHA or WCHA approved event management. Event management must notify the WCHA office of any uncollectible accounts due within 30 days of the closing of the show.

Section 7. Right to Use Likeness. As reciprocal assistance to WCHA for privilege of membership, and participation in approved events, the WCHA may use any photograph or other form of likeness reproductions of a member, event participant, horse owner, or their horses including names of such, to promote WCHA's objectives and activities including, but not limited to, use by third parties with authorization from WCHA.

Section 8. Non-Voting Affiliates. The Board of Directors may approve classes of non-voting affiliates with rights, privileges, and obligations established by the Board. Affiliates may be individuals, businesses, and other organizations that seek to support the mission of the Association. The Board, a designated committee of the Board, or any duly elected officer in accordance with Board policy, shall have authority to admit any individual or organization as an

affiliate, to recognize representatives of affiliates, and to make determinations as to affiliates' rights, privileges, and obligations. At no time shall affiliate information be shared with or sold to other organizations or groups without the affiliate's consent. At the discretion of the Board of Directors, affiliates may be given endorsement, recognition and media coverage at fundraising activities, clinics, other events or at the Association website. Affiliates have no voting rights, and are not members of the Association.

- a. Any dues for affiliates shall be determined by the Board of Directors.

ARTICLE V MEMBERSHIP APPLICATION, EFFECTIVE DATE AND DUES

Section 1. **Effective Date.** Memberships begin the day the membership is received in the WCHA office or at a WCHA event, unless clearly designated that the membership is for an upcoming year. Annual memberships are effective until the end of the calendar year for which the membership has been paid.

Section 2. **Dues.** Membership fees are set by the Board of Directors. It is the responsibility of the members to read all rules and to understand when the membership becomes effective. Annual Membership dues to be set and published as appropriate and are subject to change as determined by the Board of Directors.

Section 3. **Additional Fees.** The Board of Directors may set other fees associated with membership at their discretion.

ARTICLE VI DIRECTORS OF THE WCHA

Section 1. Board of Directors. All corporate powers shall be exercised by or under the authority of the Board of Directors and the affairs of the WCHA shall be managed under the direction of the Board, except as otherwise provided by law.

Section 2. Officers. The officers of the Association shall be a President, President-Elect, Immediate Past-President, 2nd Past President, Administrative Consultant, treasurer, and two (2) duly elected members of the Board of Directors, all of whom shall be chosen by, and serve at the pleasure of the Board of Directors, herein known as the Executive Committee. The day-to-day business and property of the WCHA shall be managed by the Executive Committee.

- a. The Director vacancies created by electing two (2) Directors to the Executive Committee will be backfilled by a special vote of the membership

Each Executive Committee officer, unless stated otherwise, shall have the authority and shall

perform the duties set forth in these Bylaws or by resolution of the Board or by direction of an officer authorized by the Board to prescribe the duties and authority of other officers. The Board may also appoint additional officers as it deems expedient for the proper conduct of the business of the Association, each of whom shall have such authority and shall perform such duties as the Board of Directors may determine. One person may hold two or more Board offices, but no Board officer may act in more than one capacity where action of two or more officers is required.

Section 3 Term of Office. Each officer shall serve a one-year term of office and may not serve more than three (3) consecutive terms of office. Unless unanimously elected by the Board at the end of his/her three (3) year terms or to fill a vacancy in an officer position, each Board officer's term of office shall begin upon the adjournment of the Board meeting at which elected and shall end upon the adjournment of the Board meeting during which a successor is elected.

Section 4 Removal and Resignation. The Board of Directors may remove an officer at any time, with or without cause. Any officer may resign at any time by giving written notice to the Association without prejudice to the rights, if any, of the Association under any contract to which the officer is a party. Any resignation shall take effect at the date of the receipt of the notice or at any later time specified in the notice, unless otherwise specified in the notice. The acceptance of the resignation shall not be necessary to make it effective.

Section 5 Board President. The Board President shall lead the Board of Directors in performing its duties and responsibilities, including, if present, presiding at all meetings of the Board of Directors, and shall perform all other duties incident to the office or properly required by the Board of Directors. The President will vote only in the event of a tie vote by either the Board of Directors or the Executive Committee.

The President's term will be one (1) year, and at the end of that term, the President Elect will automatically be elevated to President at the designated Annual Meeting.

Section 6 President Elect. In the absence or disability of the Board President, the President-Elect shall perform the duties of the Board President. When so acting, the President-Elect shall have all the powers of and be subject to all the restrictions upon the Board President. The President-Elect shall have such other powers and perform such other duties prescribed for them by the Board of Directors or the Board President. The President-Elect shall normally accede to the office of Board President upon the completion of the Board President's term of office. The President-Elect will retain full voting privileges during a Board of Directors meeting and during an Executive Board meeting, unless presiding over said meeting.

The President Elect shall be recommended by the Executive Committee and elected by majority vote of the Board of Directors at the designated Annual Meeting and will serve a one (1) year term.

Section 7 Administrative Consultant. The Administrative Consultant shall keep or cause to be kept a book of minutes of all meetings and actions of Directors and committees of Directors. The minutes of each meeting shall state the time and place that it was held and such other information

as shall be necessary to determine the actions taken and whether the meeting was held in accordance with the law and these Bylaws. The Administrative Consultant shall cause notice to be given of all meetings of Directors and committees as required by the Bylaws. The Administrative Consultant shall have such other powers and perform such other duties as may be prescribed by the Board of Directors or the Board President. The Administrative Consultant may appoint, with approval of the Board, a Director to assist in performance of all or part of the duties of the Administrative Consultant. The Administrative Consultant is not given the right to vote during a Board of Directors meeting nor during an Executive Board meeting.

Section 8 Immediate Past President. The Immediate Past President shall offer consistency and guidance to the President, and shall have all rights as other Executive Committee Members and shall have such other powers and perform such other duties prescribed for them by the Board of Directors or the Board President. Immediate Past President will retain full voting privileges during a Board of Directors meeting and during an Executive Board meeting.

Section 9 2nd Past President. The 2nd Past President shall offer consistency and guidance to the Executive Board, and shall have all rights as other Executive Committee Members and shall have such other powers and perform such other duties prescribed for them by the Board of Directors or the Board President. 2nd Past President will retain full voting privileges during a Board of Directors meeting and during an Executive Board meeting

Section 10 Treasurer. The treasurer shall be responsible for the oversight of the financial condition and affairs of the Association. The treasurer shall oversee and keep the Board informed of the financial condition of the Association and of audit or financial review results. In conjunction with other Directors or officers, the treasurer shall oversee budget preparation and shall ensure that appropriate financial reports, including an account of major transactions and the financial condition of the Association, are made available to the Board of Directors on a timely basis or as may be required by the Board of Directors. The treasurer shall perform all duties properly required by the Board of Directors or the Board President. The treasurer may appoint, with approval of the Board a qualified fiscal agent or member of the staff to assist in performance of all or part of the duties of the treasurer. The Treasurer, unless an elected Board Member, is not given the right to vote during a Board of Directors meeting nor during an Executive Board meeting.

Section 11 Non-Director Officers. The Board of Directors may designate additional officer positions of the Association and may appoint and assign duties to other non-Director officers of the Association. Non-director officers are not given the right to vote during a Board of Directors meeting nor during an Executive Board meeting.

Section 12. Regional Representation. The Board of Directors will be elected from four (4) regional geographical areas outlined below.

Region I: WA, ID, OR, NV, CA, AK, HI, UT, AZ, MT, WY, NM, CO, Saskatchewan, Alberta and British Columbia, Canada

Region II: SD, ND, TX, LA, Mexico, NE, KS, OK, AR, MS, AL

Region III: WI, IL, MO, IN, MI, OH, KY, TN, IA, MN, PA, Manitoba, Canada

Region IV: FL, GA, SC, NC, WV, PA, ME, VT, NH, MA, RI, NY, NJ, DE, MD, CT, DC, VA and Ontario, Canada

Consideration to establishing an International Region will be given upon reaching critical mass as determined by the Executive Committee and recommended to the Board of Directors for approval.

Section 13. Regional Director Representation. Each region will be represented by four (4)

Directors: no less than one (1) Owner/Breeder, and no less than one (1) Professional/Judge/Industry Service Provider.

a. Owner/Breeder. The Owners/Breeders should own at least one (1) horse, or breed at least one (1) horse per year, and not train or breed horses for the public or receive remuneration for instructing individuals, or hold an accredited judges card with a major equine breed association, such as WCHA, Quarter Horse, Paint, Pinto, Buckskin or Palomino. The Executive Committee reserves the right to make the final determination as to what constitutes a major equine breed association or an Industry Service Provider.

b. Professional/Judge/Industry Service Provider. The Professional/Judge/Industry Service Provider should make a living training or breeding horses for the public or instructing individuals for remuneration and/or hold an accredited judges card with a major equine breed association, such as WCHA, Quarter Horse, Paint, Pinto, Buckskin or Palomino or work in an industry related business, such as veterinarian, farm manager, etc. The Executive Committee reserves the right to make the final determination as to what constitutes a major equine breed association or whose occupation is industry service provider related and approved by the Executive Committee.

Section 14. Past Presidents. After serving their term on the Executive Committee, a Past President shall automatically become a Lifetime Director-at-Large with all the rights of a member of the Board of Directors.

Section 15. Director Classification. The Nominating Committee will determine the classification of any present or future Board Member.

Section 16. Terms

a. All directors shall be elected to serve no less than a three-year term, however the term may be extended until a successor has been elected. (exception: Past Presidents)

b. Director terms shall be staggered so that approximately one third of the number of directors will end their terms in any given year.

c. The term of office shall be considered to begin immediately following the General Membership Meeting and end immediately following the General Membership meeting after the third year in office, unless or until such time as a successor has been elected.

Section 17. Qualifications and Election of Directors. To be eligible to serve as a director on the Board of Directors, the individual must be 18 years of age and an affiliate within affiliate classifications created by the Board of Directors. The individual must reside within the region they will represent.

Section 18 Vacancies. The President may fill vacancies due to resignation, death, or removal of Directors or may appoint a Director to fill a previously unfilled board position, subject to the maximum number of directors under these Bylaws.

Section 19 Removal of Directors. A director may be removed by two-thirds vote of the Board of Directors then in office, if:

a. the Director is absent and unexcused from two or more meetings of the Board of Directors in a twelve month period. The Board President is empowered to excuse directors from attendance for a reason deemed adequate by the Board President. The President shall not have the power to excuse him/herself from the board meeting attendance and in that case, the Board President-Elect shall excuse the President. Or:

b. for cause or no cause, if before any meeting of the board at which a vote on removal will be made the Director in question is given electronic or written notification of the Board's intention to discuss her/his case and is given the opportunity to be heard at a meeting of the Board.

Section 20 Compensation for Board Service. Directors shall receive no compensation for carrying out their duties as directors. The board may adopt policies providing for reasonable reimbursement of directors for expenses incurred in conjunction with carrying out board responsibilities.

Section 21. Compensation for Professional Services by Directors. Directors are not restricted from being remunerated for professional services provided to the Association. Such remuneration shall be reasonable and fair to the Association and must be reviewed and approved in accordance with the board Conflict of Interest policy and state law.

ARTICLE VII ELECTION AND TERM LIMITS

Section 1. Nominating Committee. The Executive Committee shall appoint a Nominating

Committee from the Board of Directors at least ninety (90) days prior to the designated Annual Meeting. The Nominating Committee should consist of no more than five (5) people, and no less than three (3) people.

Section 2. Membership Nominating Recommendations. The Nominating Committee will accept recommendations, and applications from all members interested in being considered for the Board of Directors, starting ninety (60) days prior to the designated Annual Meeting. The Nominating Committee, will nominate one (1) Director candidates for each vacancy, and one (1) candidate designated as a back-up should the first candidate selected turn down the opportunity to be nominated or a newly elected Director becomes elected to the Executive Committee.

Ballots: Each nomination will be accompanied by a write-in opportunity on the voting ballot.

Section 3. Proposed Slate of Board of Directors. All current members will be eligible to vote for the Board of Directors. Ballots will be prepared with the nominee for each open position and will be accompanied by a write-in opportunity on the voting ballot. Ballots will be distributed by US mail and/or electronically 45 days in advance of the designated Annual Meeting date and must be returned to the WCHA office within fifteen (15) days of the designated Annual Meeting date. Each member will be able to vote for open Director vacancies in all regions.

The voting results will be reported by the Administrative Consultant to those members in attendance at the Annual Meeting.

ARTICLE VIII ORDER OF BUSINESS

Section 1. Business Meeting Protocol. The business meetings of the WCHA shall be conducted under “Robert’s Rules of Order, newly revised”. Parliamentary procedure shall be used as outlined by “Roberts Rules of Order, newly revised” in all cases where applicable; however, failure to follow parliamentary procedure shall not invalidate any action of the organization.

Section 2 Types of Meetings

a. Regular Meetings. The Board of Directors shall have a minimum of four (4) regular meetings each calendar year at times and places fixed by the board. Board meetings shall be held upon four (4) days’ notice by first-class mail, electronic mail, or facsimile transmission or forty-eight (48) hours’ notice delivered personally or by telephone. If sent by mail, facsimile transmission, or electronic mail, the notice shall be deemed to be delivered upon its deposit in the mail or transmission system. Notice of meetings shall specify the place, day, and hour of meeting. The purpose of the meeting need not be specified.

b. Special Meetings. Special meetings of the board may be called by any member of the Executive Committee, or any two (2) Directors of the Board of Directors. A special

meeting must be preceded by at least 2 days' notice to each director of the date, time, and place, but not necessarily the purpose, of the meeting.

c. Waiver of Notice. Any director may waive notice of any meeting, in accordance with Texas law.

Section 3. Manner of Acting.

a. Quorum. A majority of the Directors in office immediately before a meeting shall constitute a quorum for the transaction of business at that meeting of the board. No business shall be considered by the Board at any meeting at which a quorum is not present.

b. Majority Vote. Except as otherwise required by law or by the Articles of Incorporation, the act of the majority of the Directors present at a meeting at which a quorum is present shall be the act of the Board.

c. Hung Board Decisions. On the occasion that Directors are unable to make a decision based on a tied number of votes, the President or presiding officer shall have the power to swing the vote based on his/her discretion.

d. Participation. Except as required otherwise by law, the Articles of Incorporation, or these Bylaws, Directors may participate in a regular or special meeting through the use of any means of communication by which all Directors participating may simultaneously hear each other during the meeting, including in person, internet video meeting or by telephonic conference call.

ARTICLE IX COMMITTEES

Section 1 Committees. The Board of Directors may, by the resolution adopted by a majority of the Directors then in office, designate one or more committees, each consisting of two or more Directors, to serve at the pleasure of the Board. Any committee, to the extent provided in the resolution of the Board, shall have all the authority of the Board, except that no committee, regardless of Board resolution, may:

a. take any final action on matters which also requires Board members' approval or approval of a majority of all members;

b. fill vacancies on the Board of Directors of in any committee which has the authority of the Board;

c. amend or repeal Bylaws or adopt new Bylaws;

- d. amend or repeal any resolution of the Board of Directors which by its express terms is not so amendable or repealable;
- e. appoint any other committees of the Board of Directors or the members of these committees;
- f. expend corporate funds to support a nominee for Director; or
- g. approve any transaction;
 - (i) to which the Association is a party and one or more Directors have a material financial interest; or
 - (ii) between the Association and one or more of its Directors or between the Association or any person in which one or more of its Directors have a material financial interest.

Section 2 Meetings and Action of Committees. Meetings and action of the committees shall be governed by and held and taken in accordance with, the provisions of Article IV of these Bylaws concerning meetings of the Directors, with such changes in the context of those Bylaws as are necessary to substitute the committee and its members for the Board of Directors and its members, except that the time for regular meetings of committees may be determined either by resolution of the Board of Directors or by resolution of the committee. Special meetings of the committee may also be called by resolution of the Board of Directors. Notice of special meetings of committees shall also be given to any and all alternate members, who shall have the right to attend all meetings of the committee. Minutes shall be kept of each meeting of any committee and shall be filed with the corporate records. The Board of Directors may adopt rules for the governing of the committee not inconsistent with the provision of these Bylaws.

Section 3 Informal Action By The Board of Directors. Any action required or permitted to be taken by the Board of Directors at a meeting may be taken without a meeting if consent in writing, setting forth the action so taken, shall be agreed by the consensus of a quorum. For purposes of this section an e-mail transmission from an e-mail address on record constitutes a valid writing. The intent of this provision is to allow the Board of Directors to use email to approve actions, as long as a quorum of Board members gives consent.

ARTICLE X

CONTRACTS, CHECKS, LOANS, INDEMNIFICATION AND RELATED MATTERS

Section 1. Contracts and other Writings. Except as otherwise provided by resolution of the Board or Board policy, all contracts, deeds, leases, mortgages, grants, and other agreements of the Association shall be executed on its behalf by the treasurer or other persons to whom the Association has delegated authority to execute such documents in accordance with policies

approved by the Board.

Section 2. Checks, Drafts. All checks, drafts, or other orders for payment of money, notes, or other evidence of indebtedness issued in the name of the Association, shall be signed by such officer or officers, agent or agents, of the Association and in such manner as shall from time to time be determined by resolution of the Board.

Section 3. Deposits. All funds of the Association not otherwise employed shall be deposited from time to time to the credit of the Association in such banks, trust companies, or other depository as the Board or a designated committee of the Board may select.

Section 4. Loans. No loans shall be contracted on behalf of the Association and no evidence of indebtedness shall be issued in its name unless authorized by resolution of the Board. Such authority may be general or confined to specific instances.

Section 5 Indemnification

a. Mandatory Indemnification. The Association shall indemnify a Director or former Director, who was wholly successful, on the merits or otherwise, in the defense of any proceeding to which he or she was a party because he or she is or was a Director of the Association against reasonable expenses incurred by him or her in connection with the proceedings.

b. Permissible Indemnification. The Association shall indemnify a Director or former Director made a party to a proceeding because he or she is or was a Director of the Association, against liability incurred in the proceeding, if the determination to indemnify him or her has been made in the manner prescribed by the law and payment has been authorized in the manner prescribed by law.

c. Advance for Expenses. Expenses incurred in defending a civil or criminal action, suit or proceeding may be paid by the Association in advance of the final disposition of such action, suit or proceeding, as authorized by the Board of Directors in the specific case, upon receipt of (I) a written affirmation from the Director, officer, employee or agent of his or her good faith belief that he or she is entitled to indemnification as authorized in this article, and (II) an undertaking by or on behalf of the Director, officer, employee or agent to repay such amount, unless it shall ultimately be determined that he or she is entitled to be indemnified by the Association in these Bylaws.

d. Indemnification of Officers, Agents and Employees. An officer of the Association who is not a Director is entitled to mandatory indemnification under this article to the same extent as a Director. The Association may also indemnify and advance expenses to an employee or agent of the Association who is not a Director, consistent with Texas Law and public policy, provided that such indemnification, and the scope of such indemnification, is set forth by the general or specific action of the Board or by contract.

ARTICLE XI MISCELLANEOUS

Section 1. Books and Records. The Association shall keep correct and complete books and records of account and shall keep minutes of the proceedings of all meetings of its Board of Directors, a record of all actions taken by Board of Directors without a meeting, and a record of all actions taken by committees of the Board. In addition, the Association shall keep a copy of the Association's Articles of Incorporation and Bylaws as amended to date.

Section 2. Fiscal Year. The fiscal year of the Association shall be from January 1 to December 31 of each year.

Section 3. Conflict of Interest. The Board shall adopt and periodically review a conflict of interest policy to protect the Association's interest when it is contemplating any transaction or arrangement which may benefit any Director, officer, employee, affiliate, or member of a committee with Board-delegated powers.

Section 4. Nondiscrimination Policy. The officers, Directors, committee members, employees, and persons served by this Association shall be selected entirely on a nondiscriminatory basis with respect to age, sex, race, religion, national origin, and sexual orientation. It is the policy of WCHA, not to discriminate on the basis of race, creed, ancestry, marital status, gender, sexual orientation, age, physical disability, veteran's status, political service or affiliation, color, religion, or national origin.

Section 5. Bylaw Amendment. These Bylaws may be amended, altered, repealed, or restated by a vote of the majority of the Board of Directors then in office at a meeting of the Board, provided, however,

- a. that no amendment shall be made to these Bylaws which would cause the Association to cease to qualify as an exempt Association under Section 501 c.(3) of the Internal Revenue Code of 1986, or the corresponding section of any future Federal tax code; and,
- b. that an amendment does not affect the voting rights of Directors. An amendment that does affect the voting rights of Directors further requires ratification by a two-thirds vote of a quorum of Directors at a Board meeting.
- c. that all amendments be consistent with the Articles of Incorporation.

ARTICLE XII COUNTERTERRORISM AND DUE DILIGENCE POLICY

Section 1. In furtherance of its exemption by contributions to other organizations, domestic or foreign, WCHA. shall stipulate how the funds will be used and shall require the recipient to provide the Association with detailed records and financial proof of how the funds were utilized.

Although adherence and compliance with the US Department of the Treasury’s publication the “Voluntary Best Practice for US. Based Charities” is not mandatory, WCHA willfully and voluntarily recognizes and puts to practice these guidelines and suggestions to reduce, develop, re-evaluate and strengthen a risk-based approach to guard against the threat of diversion of charitable funds or exploitation of charitable activity by terrorist organizations and their support networks.

WCHA shall also comply and put into practice the federal guidelines, suggestion, laws and limitation set forth by pre-existing U.S. legal requirements related to combating terrorist financing, which include, but are not limited to, various sanctions programs administered by the Office of Foreign Assets Control (OFAC) in regard to its foreign activities.

ARTICLE XIII

CODES OF ETHICS AND WHISTLEBLOWER POLICY

Section 1. Purpose. WCHA requires and encourages Directors, officers and employees to observe and practice high standards of business and personal ethics in the conduct of their duties and responsibilities. The employees and representatives of the Association must practice honesty and integrity in fulfilling their responsibilities and comply with all applicable laws and regulations. It is the intent of WCHA to adhere to all laws and regulations that apply to the Association and the underlying purpose of this policy is to support the Association’s goal of legal compliance. The support of all corporate staff is necessary to achieving compliance with various laws and regulations.

Section 2. Reporting Violations. If any Director, officer, staff or employee reasonably believes that some policy, practice, or activity of WCHA is in violation of law, a written complaint must be filed by that person with the vice President or the Board President.

Section 3. Acting in Good Faith. Anyone filing a complaint concerning a violation or suspected violation of the Code must be acting in good faith and have reasonable grounds for believing the information disclosed indicates a violation of the Code. Any allegations that prove not to be substantiated and which prove to have been made maliciously or knowingly to be false shall be viewed as a serious disciplinary offense.

Section 4. Retaliation. Said person is protected from retaliation only if she/he brings the alleged unlawful activity, policy, or practice to the attention of WCHA and provides the WCHA with a reasonable opportunity to investigate and correct the alleged unlawful activity. The protection described below is only available to individuals that comply with this requirement.

WCHA shall not retaliate against any Director, officer, staff or employee who in good faith, has made a protest or raised a complaint against some practice of WCHA or of another individual or entity with whom WCHA has a business relationship, on the basis of a reasonable belief that the practice is in violation of law, or a clear mandate of public policy.

WCHA shall not retaliate against any Director, officer, staff or employee who disclose or threaten to disclose to a supervisor or a public body, any activity, policy, or practice of WCHA that the individual reasonably believes is in violation of a law, or a rule, or regulation mandated pursuant to law or is in violation of a clear mandate of public policy concerning the health, safety, welfare, or protection of the environment.

Section 5. Confidentiality. Violations or suspected violations may be submitted on a confidential basis by the complainant or may be submitted anonymously. Reports of violations or suspected violations shall be kept confidential to the extent possible, consistent with the need to conduct an adequate investigation.

Section 6. Handling of Reported Violations. The Administrative Consultant shall notify the sender and acknowledge receipt of the reported violation or suspected violation within five business days of receipt of notification. All reports shall be promptly investigated by the appropriate committee(s) and appropriate corrective action shall be taken if warranted by the investigation.

This policy shall be made available to all Directors, officers, staffs or employees and they shall have the opportunity to ask questions about the policy.

ARTICLE XIV AMENDMENT OF Articles of Incorporation

Section 1 Amendment. Any amendment to the Articles of Incorporation may be adopted by approval of two-thirds (2/3) of the Board of Directors.

WCHA Executive Committee
P.O. Box 33713
Fort Worth, TX 76162

To WCHA Executive Committee

I'm writing this letter in regards to my former head trainer, Rose Santos. I wanted to express my perspective on her lack of professionalism leading up to her resignation. She had worked for me for three and a half years as head trainer of Fox Creek Ranch. This was on September 20. She had just got home from the Breeders Futurity in Iowa and was preparing to leave for the WCHA Futurity in Fort Worth the following day.

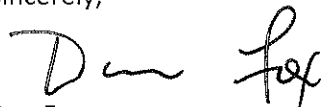
I was out of state with limited cell service and had called her to check on things at home with the horses. She informed me that she was quitting. I asked her to stay through the end of the World show, as we had the WCHA futurity on September 23, Best in the West Futurity in Utah on October 8, and the AQHA World Show the following month. She refused to finish the year and left that night on September 20. Earlier on that same day, she ran off our assistant trainer for personal reasons, completely unrelated to business.

While out of state, in one day, I was left with over 20 head of horses with no training help to take care of them and the biggest shows of the year all in the next 60 days. These are the shows we work all year towards and I was completely left hanging by Rose up and leaving.

In addition to leaving unannounced, she personally owes me \$1000 that I had loaned her. She has an \$8,210.96 bill with our veterinarian (See attachment). While one of her personal horses was sick, the vet was reluctant to work on it because she already had an outstanding bill. She threatened Dr. Abair that I would find a new vet if she didn't save her horse which was completely untrue. She also has an unpaid bill with our farrier at \$175. None of these bills have been paid up to date and she ignores all phone calls and texts to get it settled.

I encourage you to take into account these actions and consider pulling her WCHA judges card as her actions do not align with the WCHA Code of Conducts and Ethics. I don't believe these are the kind of qualities you would want to be represented by the WCHA. Please let me know if you need any further information.

Sincerely,

A handwritten signature in black ink that reads "Dan Fox". The signature is written in a cursive, flowing style.

Dan Fox
13655 Redwood Ct
Chino, CA 91710
(714) 421-2160

AQHA Life Member #: 34996
WCHA Board Director