

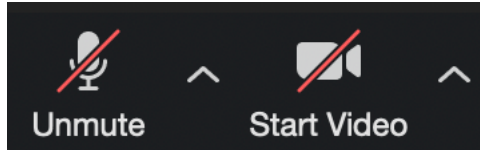


Manitoba
Horse Council

Annual General Meeting

April 16, 2020 via Zoom Video Conference

Welcome to MHC's AGM



Please keep your Zoom microphone **muted**
and Zoom video **turned off**

Submit any questions through Zoom Chat – we will answer following reports

When voting on Motions, use Zoom Chat to type “No” if you are opposed, otherwise we will assume you are a “Yes”

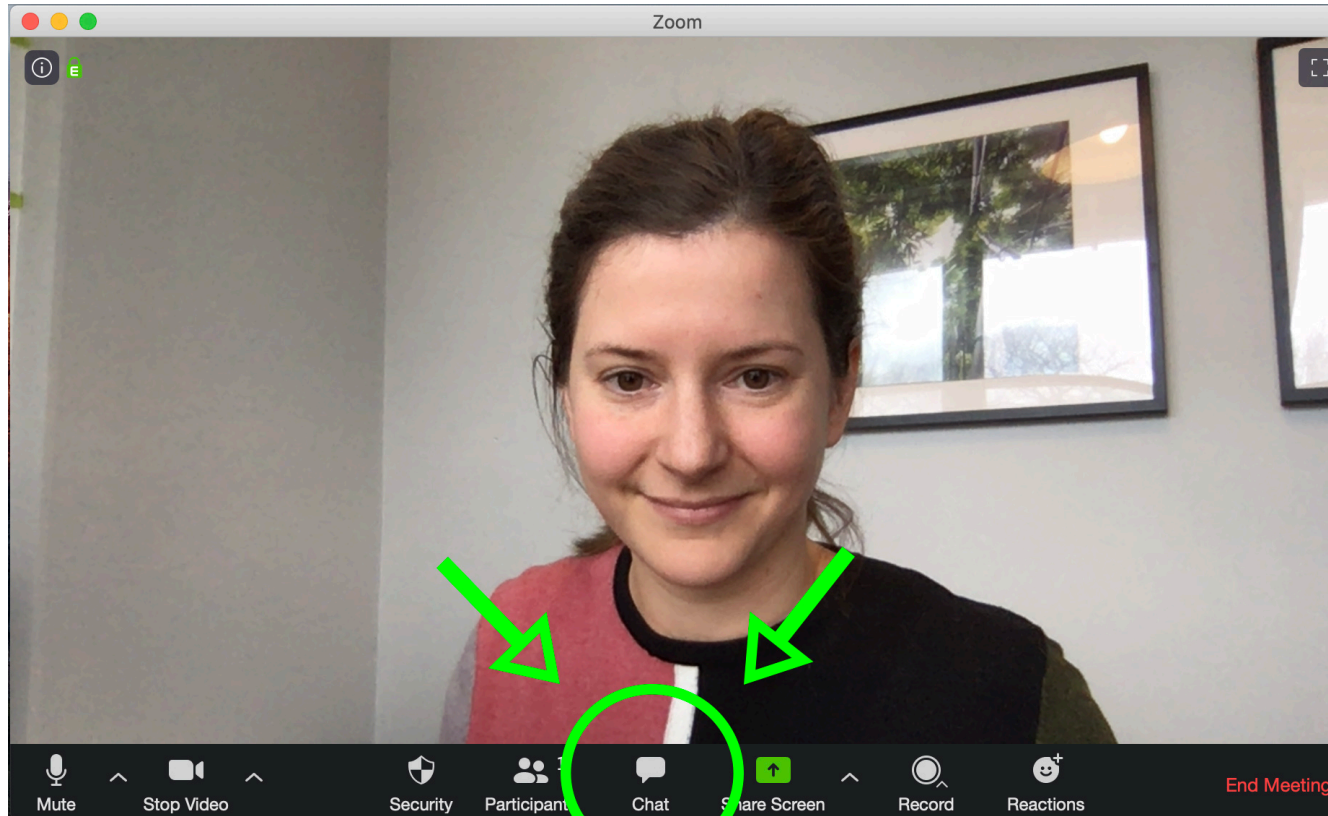
No board nominations from the floor

Have Financial Reports and 2019 AGM Minutes handy (email from Linda Hazelwood, sent on Apr. 14)

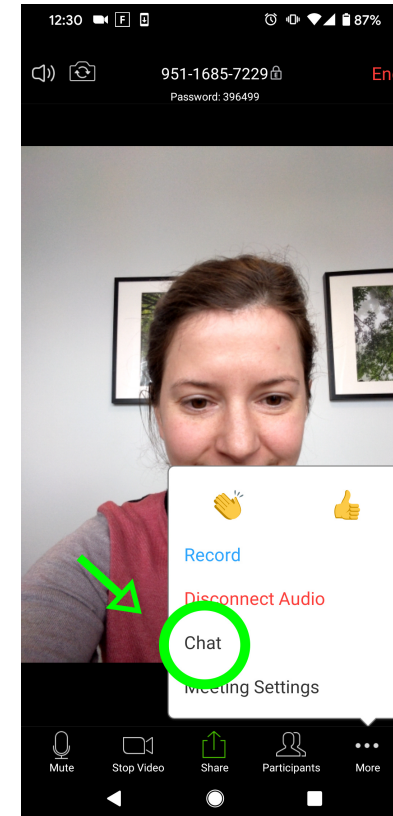
How to Zoom Chat



Computer:



Phone/tablet:



Introductions



Executive Director: John Savard

Business Manager: Linda Hazelwood

Interim President: Geri Sweet

Treasurer: Hugh Crawley

Chair, Coaching: Chris Dolinski

Chair, Officials: Susan Adey

Chair, Marketing: Kiirsten May

Chair, Breeds and Industry: Gwen Donohoe

Chair, Competitions: Marlo Glass

Chair, Equestrian Facility: Eryn Butterfield

Director at Large (HR, Strategic Planning):
Lana Stevenson

Agenda



- | | | | |
|------|---|------|---|
| 6:15 | Approval of Agenda
Minutes of April 29, 2019 AGM
Corrections/Approval
Business Arising | 7:00 | 2.0 Board Nominations
3.0 Questions and Club Highlights
4.0 Election of Board Members |
| 6:30 | 1.0 Reports
1.1 President's Report
1.2 Executive Director's Report
1.4 Board Nominations (names presented)
1.5 Financial Report
1.6 MHC Committee Reports: Coaching,
Marketing, Competitions, Equestrian
Facility, Director at Large | 7:15 | 5.0 Awards Awards Committee |
| | | 7:45 | Closing Remarks, Geri Sweet |
| | | 8:00 | Adjournment |

Minutes of Apr. 29, 2019 AGM

Attached to Apr. 14 email from
Linda Hazelwood.

Motion to accept the Minutes
(with/without Corrections).

Remember to use Zoom Chat to vote
“No” if opposed, otherwise, we will
assume you are a “Yes”.

Manitoba Horse Council 2019 Annual General Meeting

Thursday April 18, 2019

Registration: 5:15 p.m.

Sport Manitoba, 145 Pacific Avenue, Winnipeg

Present: Clubs represented: Brandon Light Horse & Pony Society – Erin Anderson Canadian Western Horse Association – Tara Reimer Central Canada Reining Horse Association – Myles Cleaver Crocus Cow Horse Association – Kaydee Pass Distance Riders of Manitoba – Dianne Borger Dressage Winnipeg – Barb McMillan Manitoba Horse Trials – Tanya Elrick Manitoba Cutting Horse Association – Donna Reimer Manitoba Driving Society – Chris Lawson Manitoba Hunter Jumper Association – Elizabeth Abrahams Manitoba Pony Club – Helen Holgate Manitoba Quarter Horse Association – Eryn Butterfield Manitoba Riding for the Disabled – Kristy McFee Manitoba Trail Riding Club – Iris Oleksuk Southern Manitoba Western Style Dressage – Kathy Levesque Springfield Polo Club – Bruce King Urban Stable – Carla Bergen Clubs represented by phone: Manitoba Mounted Shooting Association – Herma Zomer Manitoba Welsh Pony & Cob Association – Joanne Rosznagel Westman Dressage – Terry McKenzie Manitoba Team Penning Association – Ruth Klassen Apologies: Manitoba Light Horse Association -	Present: Board of Directors: Sheri Parkinson – President & Meeting Chair Jan Ash – Vice President Geri Sweet – Past President Carolyn Lintott – Treasurer Daryl Freed – Officials Eryn Butterfield – Equestrian Facility Gwen Donohoe – Breeds & Industry Danae Martin – Coaching Kirsten May – Special Events Hugh Crawley Marlo Glass Tia Andrews Apologies: Myriam Dyck – Marketing Chris Dolinski Members: Fred Gutoski, Teresa Shepit, Anna Savard, Jack Boughen Sheila McClarty, Tristan Caswell, Brennan McCullagh Staff: John Savard – Executive Director Linda Hazelwood – Business Manager
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Item	Discussion
Call to Order	The meeting was called to order at 6:00 p.m. by Sheri Parkinson. Introduced office staff and Directors present.
Proposed Agenda	It was moved by Bruce King that the Agenda be approved. Seconded by Gwen Donohoe. All in favour. Carried.



President's Report

Geri Sweet, Interim President

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whorseround.com



1.1 President's Report

- Reminder that I am interim President
- Thanks to John, Linda, and the Board, for past year and especially now
- Successful Coggins-testing day at Equestrian Facility, April 2019
- Sport Manitoba ransomware attack, summer 2019
- Manitoba Horse Council COVID-19 Survey of Facilities
- Ongoing development of Provincial (Fairs) program
- 50,50
- You are MHC



Executive Directors Report

John Savard, Executive Director

©Cbudzak Photo



1.2 Executive Director's Report

- Membership held steady with a total of 1,707 vs 1,712 in 2018, with a slight shift towards the competitive categories
- There was also an increase in the uptake of optional insurance
- The Equestrian Facility had a successful season and the Facilities Committee was very active and involved
- Great headway was made in organizing the coaching files and preparing the way for the Coach Licensing Program, set for implementation this year
- Despite our minimal staffing, the office held to a full time schedule and maintained a standard for prompt responses to all inquiries



1.2 Executive Director's Report

- In early June, the Sport Manitoba computer systems were breached and remained out of action for nearly three months
- Maintaining records without access to files proved a serious challenge and set us back in our financial reporting and other major projects
- The Operations Deficit reported in the Audited Statements is the result of 2018 expenditures and grant payouts being reported in 2019
- The IFF funding report was presented to Sport Manitoba in February, projecting a slight increase in membership and revenues together with increased office staffing to meet the increasing workload we face



The Impact of COVID-19

- At the end of February, our 2020 membership renewals were on track with last year
- In March, we fell behind, and if that trend continues, we will fall short of last year's total by 400 members
- With the delay in the start of competition, we also face a potential loss of revenue at the Equestrian Facility
- We are recasting our financial projections and working closely with Sport Manitoba on financial relief and programs available through both the Federal and Provincial Governments
- While the outcome of the next few months is uncertain, we are reviewing our 2020 budget projections to avoid being caught off guard

Re-forecasting our Budget



Please note: these are projections only. There is much that is still not clear. The purpose of casting these numbers is to make sure we are prepared to sustain our operation if we sustain a significant drop in revenues.

It is also important to bear in mind that MHC has adequate cash reserves, but our aim will be to avoid depleting those resources.

Not taken into account are government support programs, which could provide support of up to \$80,000, thereby eliminating any potential deficit. These programs include an employment subsidy of 75% of salaries and wages, business loans and business subsidies.

We were assured last week that the Operations Grant and Program Support (Bingo Money) would remain in place. However, the CEO of Sport Manitoba is meeting with the Minister of Sport and Culture this week, and we hope to have more information soon.

Re-Forecasting our Budget



Membership Revenue Budget

1,770 renewals vs projected drop to 1,350

2020 Budget	\$76,895
Projected	\$58,250
Revenue Shortfall	\$18,645

With adjustments to variable costs and overall revenues (excluding the Facility) reduced by \$51,875, the deficit is projected to be \$22,197.

Equestrian Facility Budget

Opening May 1st vs July 1st

2020 Budget	\$68,564
Projected	\$31,531
Revenue Shortfall	\$37,033

With adjustments to variable costs and revenues of \$37,033, the Facility is projected to have an operating deficit of \$26,195.

Conclusion



- There remain many unanswered questions. We will do our best to anticipate and prepare for any developments.
- We will be sure to keep the community informed. Please encourage everyone to make a habit of visiting our website for updates and any new information.
- I want to commend Linda Hazelwood, whose hard work and long time commitment to MHC and the community is more evident than ever.
- My thanks, also, to the Directors for their active support, involvement and ideas. In spite of the setbacks we faced in 2019, the participation of the Board in many new initiatives and projects should give us all great optimism for the coming months.



Board Nominations

Geri Sweet, Interim President

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1.4 Board Nominations

- Recreation Chair: Tamara Hupalo
- 1st Director at Large Position: No nominations received
- 2nd Director at Large position: Lana Stevenson will continue serving in the position for another term, to support the execution of the strategic plan
- The board can fill any vacant positions by appointment



Financial Update

Hugh Crawley, MHC Treasurer

Chudzak Photography



1.5 Financial Update

- Our general account balance was \$94,603.96 as of Dec. 31, 2019, compared with \$123,477.01 on Dec. 31, 2018
- \$20,000 was allocated to the facilities account to save for Equestrian Facility improvements
- Additional major expenditures in 2020 included the lease of an RTV and the purchase of a pallet/bale fork, bleachers and picnic tables.
- We netted \$3,000 from the 50:50 lottery



1.5 Financial Update

- Audited statements show a loss of approx. \$12,000; the variance is due to the allocation of approx. \$7,500 of 2018-19 MLCC grant money and the previous year's Cavalia income
- 2019 shows a practical deficit of \$5,000 dollars, which is acceptable considering the major investments made at the Equestrian Facility



1.5 Financial Update

- We have seen a significant drop off in 2020 memberships given the delay of various equestrian activities – this will have an adverse impact on revenue
- Provincial funding is uncertain
- The Board would prefer to maintain both its employees and the maintenance contract for the Equestrian Facility if finances allow
- We encourage member clubs to make use of the Facility for events, clinics, workshops or competitions when circumstances allow



Financials as of Mar. 31, 2020

One of the most significant expenses in early 2020 was the purchase of refreshed merchandise, which was planned to debut at the Winter Fair.

MHC maintains the following five bank accounts:

General Account:	\$92,134.12
Entegra CU common share account:	\$5.00
Medications Account:	\$13,920.26
Facility Account (Restricted):	\$46,456.49
Lotteries Account	\$2,946.83

	2019	2018
ASSETS		
Current assets:		
Cash	\$ 158,528	\$ 164,822
Accounts receivable	442	648
GST receivable	2,414	605
Prepaid expenses	1,468	870
Inventory	1,519	9,918
	<u>164,371</u>	<u>176,863</u>
Capital assets (Note 3)	<u>189,922</u>	<u>185,376</u>
	<u>\$ 354,293</u>	<u>\$ 362,239</u>
LIABILITIES AND NET ASSETS		
Current liabilities:		
Accounts payable and accrued liabilities	\$ 3,205	\$ 8,236
Deferred revenue (as restated - Note 9)	28,735	32,971
Current portion of obligation under capital lease (Note 4)	3,633	-
	<u>35,573</u>	<u>41,207</u>
Obligation under capital lease (Note 4)	<u>11,349</u>	<u>-</u>
Deferred contributions (Note 5)	<u>-</u>	<u>795</u>
	<u>46,922</u>	<u>42,002</u>
Net assets:		
Invested in capital assets	174,940	184,581
Internally restricted	13,916	16,520
Unrestricted (as restated - Note 9)	118,515	119,136
	<u>307,371</u>	<u>320,237</u>
	<u>\$ 354,293</u>	<u>\$ 362,239</u>

	2019	2018
Revenues:		
Club memberships	\$ 4,725	\$ 4,846
Coaches	12,853	8,419
Competition	5,012	1,140
Equestrian facility	60,422	87,000
Fundraising - 50/50 raffle income	5,675	-
General revenue	1,534	238
Marketing	2,460	1,860
Manitoba Equestrian Championship	-	3,974
Memberships (as restated - Note 9)	103,198	88,842
Officials	-	5,118
Saleable goods	1,656	3,091
Sport Manitoba Inc - grants	70,978	69,600
Sport Manitoba/Sport program funding	34,800	34,800
Amortization of deferred contributions related to fixed assets	795	1,063
	<u>304,108</u>	<u>309,991</u>
Expenses:		
Advertising and promotion	280	337
Amortization	14,809	14,097
Athletic development	790	2,938
Bad debts	338	-
Coaching	16,059	6,456
Competition	6,554	50
Equestrian Canada - fees	7,741	6,793
Equestrian Canada - national meetings	2,767	3,913
Equestrian Facility	61,676	73,221
Insurance	42,012	39,509
Loss on disposal of capital assets	37	-
Marketing	8,730	2,512
Manitoba Equestrian Championship	-	5,257
Meetings	2,831	1,952
Merchandise sales	10,614	6,027
Merchant service charges	6,032	6,132
Sport program funding	20,700	1,850
Office	19,352	15,731
Officials	-	6,123
Professional fees	8,962	3,567
Recreation	2,500	2,500
Refunds Member Club Development	(125)	3,300
Rent	6,372	6,372
Telephone	934	1,393
Wages and benefits	77,009	74,385
	<u>316,974</u>	<u>284,415</u>
Difference between revenues and expenses (as restated - Note 9)	<u>\$ (12,866)</u>	<u>\$ 25,576</u>



1.5 Financial Update

Motion to accept the Treasurer's Financial Report.

Motion to appoint Scarrow & Donald LLP as the auditors for next fiscal.

Remember to use Zoom Chat to type "No" if opposed, otherwise, we will assume you are a "Yes".



Coaching Update

*Chris Dolinski
Chair, Coaching*

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1.6.1 Coaching Update

- We have 69 Registered Certified Coaches
- We have had 70 participants in clinics/workshops offered
- 12 Clinics/workshops were offered by MHC, including:
 - Yves Rossier Clean Sport presentation
 - (2) Coach Licensing, The Law and Insurance (with Mike King, CapriCMW and Bruce King, Pitblado Hoskins) were two highlights of 2019
 - NCCP Equestrian Theory
 - Coaching Camp (Oct 2019)
 - English and Western Coaching Evaluations
- We certified 2 New Coaches in 2019
- Implementing Safe Sport policies inline with Sport MB and National protocols



1.6.1 Coaching Priorities for 2020

- Advise each coach of the status of their records to ensure they are current and to help prepare them for coach licensing
- Offer 1 English and 1 Western Evaluation event, 1 English and 1 Western Update event, two 3-day multi-module coach camps (Brandon and Winnipeg) and a Coach Appreciation Workshop
- Host a Rookie Rider Instructor Training workshop
- Continue preparing Manitoba Coaches for EC Coach Licensing
- Continue to reach out to past coaches to help get them into the new system



Marketing Update

Kiirsten May
Chair, Marketing

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1.6.3 Marketing Update

- Memberships lagging behind 2019 due to present circumstances. Marketing efforts will focus on the sale of Recreation memberships, and we will encourage with monthly contests.
- Striving to provide benefits to members beyond insurance coverage through Partners Program initiative (discounts and special offers to MHC members).
- Horse Day (June 6, 2020) will likely be digital this year.
- Post COVID-19, focus on implementing new marketing plan, with a focus on engaging youth and adults with the “horsey gene” and getting them into lesson programs.



Competitions Update

Marlo Glass
Chair, Competitions

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1.6.5 Competitions Update

- 17 EC sanctioned competitions were held in 2019: 9 Hunter/Jumper, 6 Dressage, 1 Eventing and 1 Breed, along with a variety of competitions in many disciplines
- Introduced new format for 2019 Multi Discipline Team Challenge: 10 riders on 8 teams collected points in their respective disciplines
 - 2020 MDTC: scheduled for Sept 25-27
 - Areas of improvement: Bring in a sound system to communicate with barns; possibly move event weekend for 2021
- Equestrian Canada has suspended all EC sanctioned competitions until June 1 due to COVID-19; we are monitoring the situation closely
- 2020 focus: Developing the Heritage Show Circuit program



Equestrian Facility Update

*Eryn Butterfield
Chair, Equestrian Facility*

CC Budzak Ph



1.6.6 Equestrian Facility

- Our hero and “Facility Santa” Kelly Roe has once again returned in his role as the Facility Manager for 2020.
- Currently, all events scheduled to take place at the facility have been cancelled until June 1, 2020.
- Due to the climate that we are in our goals for 2020 will be to build on last year’s achievements. This includes maintaining the facility and repairing a variety of items that we can do cost effectively throughout the summer.
- Thank you to the Facility Committee for their hard work and commitment, and special thanks to Kelly!



Director at Large Update

*Lana Stevenson,
Director At Large*

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Strategic Plan Timeline – 2019-2021

Owner:	January – June 2019	July - December 2019	January – June 2020	July – December 2020	January – June 2021	July – December 2021
Marketing Committee	Marketing Strategy Development	Marketing Strategy Implementation				
TBD		Grassroots – Partnership meetings with Barns/Clubs		Preferred Partners Implementation		
Coaching Committee		Coaching – Attraction/ Incentive Program		Coaching – Mentorship Program		
Athlete Development Committee			Athlete Development Strategy			
Equestrian Facility Committee	Equestrian Centre Facility Usage Plan	EC Facility Improvement Plan	EC Facility Improvements			
TBD		Horse Community Event (Pan Am Legacy)		Horse Community Event		Horse Community Event
TBD	Membership Benefit Review	Membership Drive Plan	Membership Drive			
TBD		Sponsorship Package Review and Plan	Sponsorship Drive			

ONGOING ACTIVITIES/PROGRAMS

Marketing - social media/media awareness/involvement
 Coaching – programs/database/education/certifications
 Officials – programs/education/certifications
 Special Events – MEC, Heritage Circuit, Horse Day

Office – Petit Trot
 Office – sport protocols, advocacy, risk management
 Office – funding, grants



1.6.8 Director at Large Update

- Social media posts to highlight insurance, membership benefits, sponsor promotions
- Partnering Sponsors: Teresa Shepit developed a Sponsorship Package (marketing opportunities e.g. signage, website/social media promotion) plus ongoing discussions with potential sponsors
- Current Sponsors listing/promotions on website: Lily Ridge (equi-health courses), Central Veterinary Services, Capri Insurance, Equine Straw, Floodway Animal Bedding, Greenhawk Winnipeg, Shapes Fitness Centres, The Horse Portal (Equine Guelph)



2.0 Board Nominations

Opportunity for Nominees to speak to the membership



3.0 Questions & Club Highlights

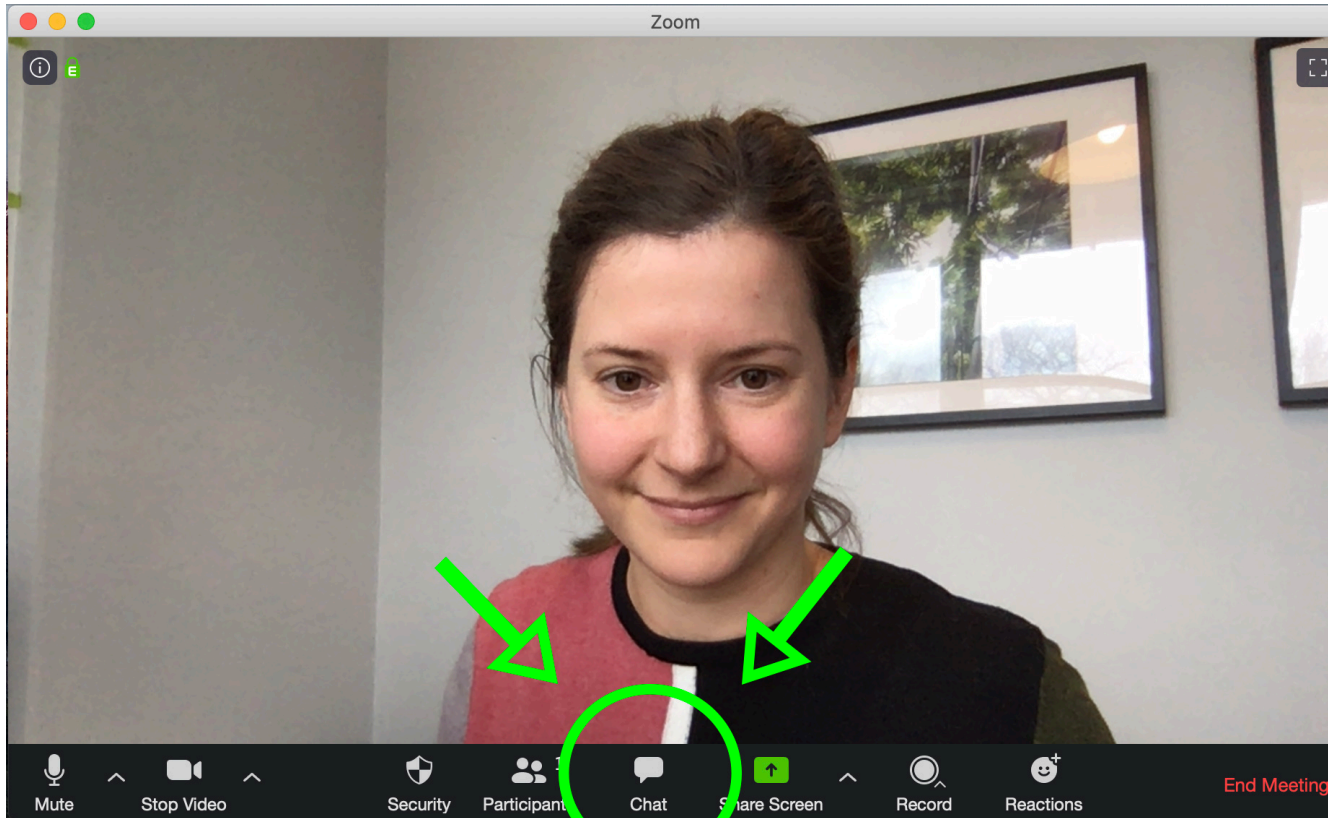
Club representatives: turn on microphone and share highlights

Attendees: submit questions through Zoom Chat

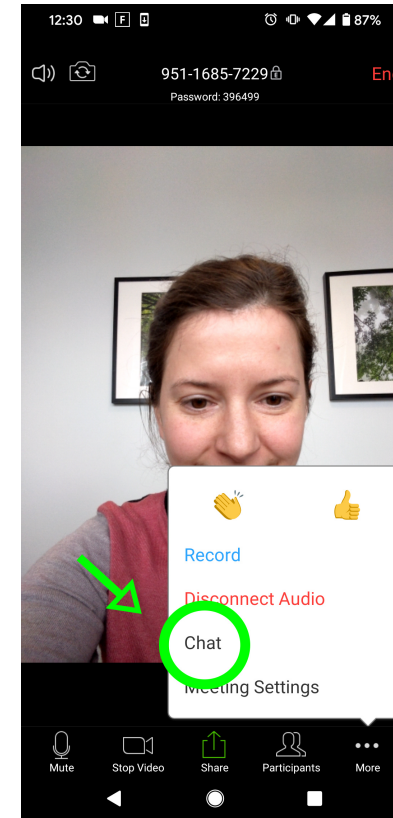
Questions: Zoom Chat



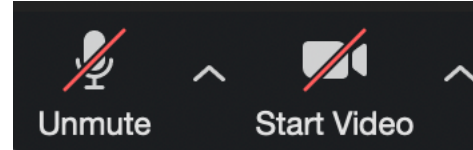
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Club Highlights



Brandon Light Horse & Pony Society Inc.:
Erin Anderson

Canadian Western Horse Association:
Tara Reimer

CCRHA: Myles Cleaver

Crocus Cow Horse Association:
Shannon McKenzie

Distance Riders of Manitoba: Dianne Borger

Dressage Winnipeg: Jillian Taylor-Mancusi

MB Cutting Horse Association:
Brenda McQueen

MB Driving Society: Sheila McClarty

MB Driving Society: Chris Lawson

MB Horse Trials: Danae Martin

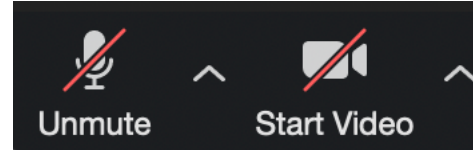
MB Hunter Jumper Association:
Andrew Curry

MB Mounted Shooting Association:
Shawn Parsons

MB Pony Club: Val Crowe

MB Quarter Horse Association:
Wanda McFadyen

Club Highlights



MB Riding for the Disabled: Kristy McFee

MB Team Penning Association:

Arlene Bruneau

MB Trail Riding Club: Judy Olson

MB Welsh Pony and Cob Association:

Joanne Rossnagel

Southern Manitoba Western Style Dressage:

Alyssa Van Wyk

Southern MB Working Equitation:
Amanda Earl

Southern MB Working Equitation:
Carol Stansfield

Springfield Polo Club: Bruce King

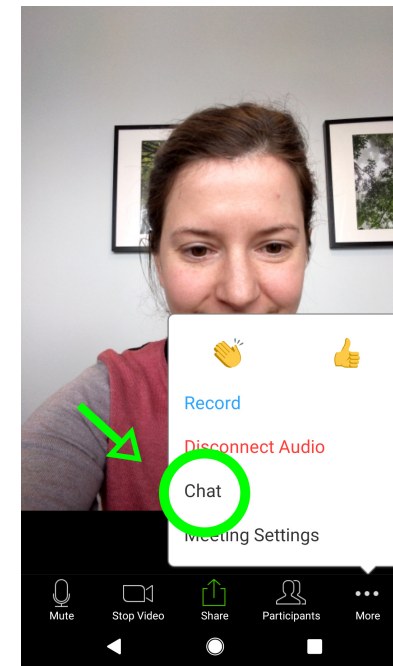
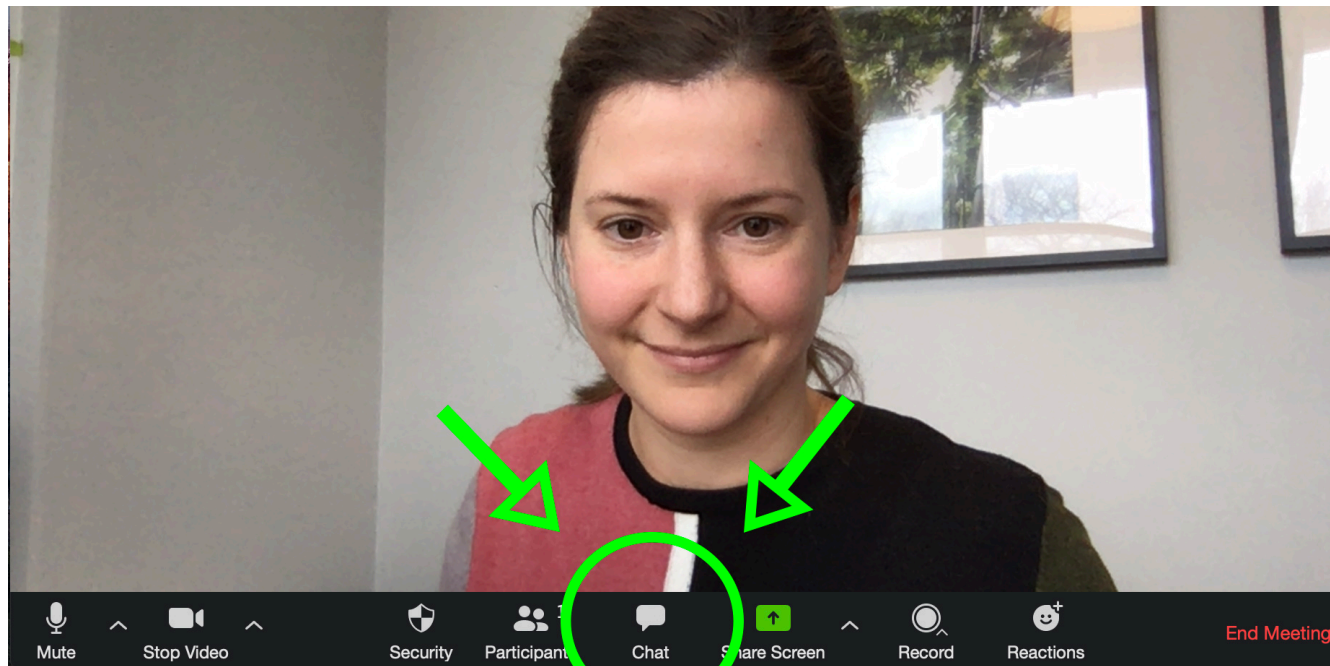
Urban Stable: Hayley Edwards

Westman Dressage: Taylor McEachern

Questions



Linda to share questions submitted through the Zoom chat





4.0 Election of Board Members

Motion elect Tamara Hupalo (Chair, Recreation)

Motion to re-elect Lana Stevenson (Director At Large)

Reminder: Type "No" in chat if opposed



5.0 Annual Awards

Presented by Geri Sweet – physical award presentation to take place at Council of Clubs 2020

Senior Athlete of the Year:
Harry Crawley



Industry Professional of
the Year:

**Petra McGowan,
Ecolicious Equestrian**





Competition Horse
of the Year:
Sam the Man

Non-competition Horse of the Year: Henry

DATE: / /

6 things about Henry

1. He's smart.
2. He's my horse.
3. I ride him.
4. He is a star.
5. He loves nibbling other horses.
6. I love him.



Volunteer of the Year:
Kris Bhattacharya





Volunteer of the Year:
Tannis Walc

Coach of the Year:
Carly Norris



President's Award:
Carolyn Lintott





6.0 Closing Remarks

Presented by Geri Sweet



Thank you everyone for making the effort to attend this year's AGM and for your patience with our virtual meeting.