

**Ontario Eventing Association Board of Directors Meeting**  
**June 14<sup>th</sup> 2021**  
**Final Minutes**

**Present:** Ann Neal, Justin Ridgewell, Kendal Lehari, Terri Hough-Gilmour, Veronica Low, Cheryl Denault, Caroline Abrahams, Char Hodgson, Sarah Richardson, Laura McGuire, Kelly Gravelle, Nikki Maclellan, Doug Topalovic, Selena O’Hanlon, Laura McGuire

**Call to Order:** 7:04 p.m.

**1. Meeting Opening**

*Veronica moved and it was carried to approve the agenda.*

*Veronica moved and it was carried to approve the May 10<sup>th</sup> minutes.*

**2. Declaration of Conflicts of Interest**

Nikki Maclellan declared that she runs a training and teaching facility (Raynham Stables) and that her father is an active eventer. Doug Topalovic declared that he actively competes at sanctioned events and Selena O’Hanlon declared that she runs a training and teaching facility (Balsam Hall in Kingston) and is a high performance eventer.

**3. Matters for Discussion**

**a. EC and OE Updates**

Ann noted that there are no specific updates on activities related to OEA with either EC or OE. She did note that she has reached out to a small group of experienced eventers and senior equestrian sport administrators to get advice on initiatives and strategies to support our sport, including ways to engage our members in priorities such as a national training centre. Some have advised that funders/government can more easily support large projects rather than several small projects.

It was also noted that there is not yet any public information on the progress of EC restructuring. On this point the group discussed the merits of creating posts on the activities of OEA and the value we offer to our members including a post on the YR/U25 program and more about what OEA is and what we do. Veronica suggested that we could start to use a tag line of “Come Ride with Us” to encourage participants to sign up for schooling activities, clinics and events. Kendal suggested that as a practice we should always tag EC and OE on our clinics and schooling days

Actions

- Ensure we tag OE and EC on our clinics and schooling day posts – Char/Veronica

- Prepare a letter to OE and EC outlining our current Board and Committee structure – Ann
- Share the post about the upcoming OE AGM – Char

#### **b. EC E-learning Courses**

Ann noted that EC has a number of e-learning courses on their website. Of particular interest is a course on Effective Board Governance. She suggested that a couple of board members take this course – and if they feel it’s worthwhile we can extend the opportunity to others on the Board. It was suggested that Ann and Kelly take the course and Ann generously offered to cover the cost for herself.

*A Neal moved and V. Low seconded and carried approval of the cost for one board member to take the EC E-Learning course on Governance (approximately \$35).*

#### **c. The Inclusion Project**

There is an “Inclusion Project” lead by EC. The OEA Executive is looking at this and considering if this is a project that we could partner with EC and OE on.

#### **d. Legal Action – Outdoor Recreation**

There are some legal activities between a major equestrian recreation centre in Ontario and the provincial government regarding decisions taken during the pandemic around outdoor recreation. It is relevant to us as several eventing barns were affected economically by the situation, although most Board members felt that it was not appropriate at this time for any kind of official OEA stance or statement.

#### **e. OEA Clinics – Operational guidelines/policies**

Now that we are well underway with our offerings of OEA clinics for YRU25 and Adult riders, we need to establish some guidelines related to their operation.

*Ann moved, seconded by Veronica and carried that the OEA Participation Waiver, dated and circulated June 14, 2021 be used for all OEA sponsored clinics, schooling days and other relevant events.*

*Ann moved, Doug seconded and carried that the OEA COVID 19 and Biosecurity Protocol dated June 4, 2021 be used for all OEA sponsored clinics, schooling days and other relevant events.*

*Ann moved, Veronica seconded and carried that the OEA adopt a policy that no refunds will be issued for participant scratches unless a participant is exposed to COVID-19 or starts to show symptoms prior to the start of the activity; they will receive a refund.*

*Ann moved and Veronica seconded and carried that the OEA will provide ambulance services at jumping clinics (stadium and cross country)*

*Ann moved and Nikki seconded and carried that the OEA adopt a motion to enable the OEA to manage clinic groupings at our discretion. This would include wording on our website and forms that “While every effort will be made to accommodate levels, for scheduling purposes clinic grouping must be at the discretion of OEA.”*

Action

- It was agreed that a policy on 3<sup>rd</sup> party vendors at OEA clinics/schooling days be deferred to the Policy Committee for consideration – Ann

**f. Safety Committee – Frangible**

The first set of cross country shirt sales raised \$570 to support the cost of frangible. The safety committee met over the weekend and has a proposal for sponsorship. OEA now has a stock of frangible devices and we need a motion to be able to reimburse Sue Ockendon for the purchase.

*Ann moved and seconded by Cheryl and carried that the OEA provide payment up to \$12,000 to cover the cost of our share of the frangible device purchase.*

**g. Omnibus Co-Ordinator**

The current individual who is doing this on behalf of the OEA is willing to stay on, although there was discussion if the responsibility should transfer to an OEA Director? Sarah expressed an interest and it was agreed that we would defer discussion to another meeting.

**h. Extension to YR/U25 sign-up**

It was agreed that we don’t need a motion to extend the deadline to July 31<sup>st</sup>, and we will start communicating this to members.

**i. ZB Memorial Award distribution**

*Veronica moved, seconded by Kelly and carried that we disburse the previously approved payments to the winner of the Zara Buren Memorial Award: June 15<sup>th</sup> 2021 and September 30<sup>th</sup>, 2021*

**4. Treasurers Report**

Cheryl reported that we’ve been using CompeteEasy for clinic sign-ups and it has generally been going well. She did note that the CompeteEasy fee is 5.5% of entries, and not the 5% we originally expected. She also noted that there is a cost with the received wire payments – but it’s still worth it.

At some point we need to decide on whether we need signed waivers and whether we should move to electronic waivers. It was raised that people don't like to do this when signing up on their phones. It was generally agreed that we need signed waivers

Cheryl also provided an update on the credit card for the OEA but it has been a challenge to find someone at the financial institution we deal with who is knowledgeable on the issue. She has a meeting scheduled in 2 weeks.

#### Action

- We will investigate the possibility of creating an electronic waiver that is compatible with phone devices – Cheryl

*It was moved by Cheryl, seconded by Nikki and carried that we would continue to use CompeteEasy for clinic and schooling day sign-ups for the rest of the season.*

## **5. Committee Reports**

### **a. Governance & Policy**

It was reported that Sarah has now provided a draft version of an Operating plan in consultation with Kendal and several other directors. We also have an updated Social Media Policy with edits from Caroline and Char.

*Ann moved and Kelly seconded and carried that the draft Operating Plan for 2021 to 2025, dated June 4, 2021, be approved and adopted*

*Ann moved and Sarah seconded and carried that the OEA adopt the OEA Social Media policy updated and revised as of June 12, 2021.*

We still have the issue of the Banquet to sort out. We have a \$5,000 deposit to the Nottawasaga Resort and we have to decide whether we are doing this in person or virtually. Ann will reach out to see if they will provide a refund or carry over our deposit to 2022. Depending on the response, we can determine what to do.

She also noted that it's been identified that we could provide "certificates" instead of trophies for trophy winners. Most of the trophies are required to be returned after a year and several are not in a good state. She noted that we need to form a banquet committee. Nikki, Cheryl and Veronica agreed to be part of the Committee.

#### Action

- The Banquet Committee will meet to come up with recommendations for the 2021 Banquet - Ann

## **b. Sport Development**

### *Young Rider/U25:*

Veronica reported that we have clinics booked with Hyde Moffat and Sally Sainsbury booked for June and July. We have a number of additional clinics booked for the remainder of the summer.

She also reported that, to date, 83 riders have signed up for the program.

Veronica also noted that it would be great to have additional assistance with upcoming clinics and several Directors indicated their willingness to participate.

### *Adult Riders:*

Terri mentioned that she has heard from some adult riders that Wednesdays are difficult as many of them work full-time and don't have the ability participate during the day during the week. For next year, perhaps we can consider evening sessions or Saturdays.

### *Coaching:*

Kendal reported that there was not much new activity although we should ensure our website is uptodate – or linked to OE and EC regarding Coaching resources.

### *Schooling Daye:*

Sarah reported that she is still working with Wits End on a suitable date as the June date was cancelled. Discussion ensued around the benefit of schooling days. In general they were supported and Directors felt we should continue to schedule them, before we schedule more YRU25 and Adult Rider clinics. It was also discussed that we should consider raising the rates for schooling days as they are quite popular, yet we have expenses such as facility rental, porta potties and medics.

*Veronica moved and Ann seconded and carried that we will raise rates for 2021 OEA Schooling Days to \$50 per entry for cross country and \$40 per entry for dressage.*

## **c. Communications**

Char noted that she has created FB events for all upcoming clinics so we need to confirm dates with her asap so she can prepare posts with closing dates.

## **d. Competitions**

### *Organizers:*

There is a meeting scheduled with organizers coming up on Thursday. Laura has tentatively scheduled all of the competitions for 2022. The plan at this meeting is to discuss safety devices. There is also a plan to discuss the situation of TDs in Ontario. It was also noted

that the organizers expressed dissatisfaction with the Volunteer Incentive Program and suggested that this funding be redirected to another initiative such as safety.

*Ann moved, Laura seconded and it was carried that the OEA will redirect \$1500 from the VIP fund to frangible devices.*

### *Officials*

Ann has connected with Peggy Hambly about the challenge of TDs – the dwindling number of existing TDs and the lack of new recruits to take on this responsibility. As a result a meeting has been booked for later this week to discuss the possibility of having a meeting with TDs (both existing and those interested). We could highlight a “Day in the Life of a TD” and encourage Level 1 TDs to pursue their Level 2.

## **6. Other Matters**

### **a. Lucinda Green**

Ann has had discussions with Lucinda about her return to Canada. She prefers not to conduct clinics, but is interested in the notion of a symposium for high performance riders to increase awareness about the sport. It would be a symposium type clinic focussing on the significance of cross country to Eventing and passing that influence to the people who will carry it forward into the next generation. It could potentially be audited by members. No one disagreed with this concept in principle if we want to start planning.

### **b. Virtual Clinic with National Team**

There may be an opportunity to partner with EC to do a virtual clinic with the national team open to all PHTAs. It would include a day in the life & Common Traits; how they got there and how they stay. No one disagreed with this idea in principle for purposes of planning.

### **c. Challenges with email bounce backs**

Doug will look into the problem of our OEA emails which appear to not get through to certain email servers.

### **d. Leaderboard, times and results**

We agreed that we are not posting times or results for any events outside of Ontario (e.g. Bromont). Start times should be posted on our website the Thursday before the event and results will also be sent to us. Ann Hueckendorff has agreed to take care of all Leaderboards and will be meeting with Caroline and Roseanne Corbett to discuss operational issues.

## **7. Next meeting**

The next meeting will take place on July 12, 2021