

DHD&CT MEMBERSHIP MEETING MINUTES

November 13, 2025

**(DHD & CT Membership Meetings are regularly scheduled for the
2nd Thursday of EVERY month)**

Attending: Annie Vliegenhart, Barbara Nagle, Krysta Wright, Laurie Young, Jessica Fleming, Lillyanna Bacon, Lindsey Rosado, Rachel Nescio, Montana Zito,

ACTION ITEM SUMMARY:

Responsible Party: Annie

- Send Barbara the agenda in Word format and the AI-generated meeting summary after the meeting.
- Check Wickham Park availability for the 2026 October show, targeting the 18th of October, and secure the date.
- Send new officers and key role holders (show manager, show secretary, volunteer coordinator) the login information for dancinghorsesdressage.org emails, and assist with setup as needed.
- Provide Lilliana with WordPress login and training for horse show forms.
- Provide Lillianna with training on HSM software.
- Send out login information for the Wix website to Laurie who will serve as backup for site maintenance.

Responsible Party: Krysta

- Process the \$1,000 donation to Equine Welfare Network.
- Move PayPal funds into the checking account before show season expenses/income begin.

Responsible Party: Barbara

- Start researching and purchasing a dedicated show secretary computer, printer, and Microsoft Suite license, within a \$500 budget, taking advantage of Black Friday deals if possible.
- Consider and propose game ideas for the upcoming cookie exchange event.

Responsible Party: Lillyanna

- Text Lisa to confirm use of the pavilion for the cookie exchange and make a flyer to promote the event to students and BEC members.
- Get familiar with HSM (horse show management software) for show manager role.

Responsible Party: Jessica and Lillyana

- Brainstorm and propose ideas for increasing volunteer engagement and socialization at horse show activities, and report back with proposals/ideas.

Responsible Party: Lindsey

- Create a Facebook post/event for the cookie exchange.

Responsible Party: All board officers and key role holders

- Complete 2026 membership as soon as possible for USDF roster submission by mid-December.

Responsible Party: Previous Officers and Role Holders

- Remove email access to club email accounts to prevent confusion.

SEPTEMBER MINUTES: Not Available

TREASURER'S REPORT:

Balance in Raymond James account as of October 31: \$8,178.05.

Balance in Paypal account - \$2,879.99.

Paypal balance will be moved to Raymond James account soon.

Balance Sheet and Profit and Loss reports through October have been posted in dropbox.

Outstanding Expenses:

- Liability Insurance for Officers and Directors.
- Horse Show Liability Insurance will be due in February. January 2026 show is covered under current policy.
- Donation to "Equine Welfare Network" - \$1000

Treasurer's Report approved.

OLD BUSINESS

2026 BOD and Key Volunteer Roles

The following slate was presented for a vote:

- President – Annie Vliegenthart
- Vice President – Lillyana Bacon
- Secretary – Barbara Nagle
- Treasurer – Krysta Wright
- Board Members At Large: Laurie Young, Anne Hill, Gloria Kanungo, Cynthia Lord, Lindsey Rosado, Jessica Fleming, Rachel Nescio, Montana Zito
- Show Manager – Lillyana Bacon
- Show Secretary – Sandy Gillespie
- Volunteer Coordinator – Montana Zito
- Wix Webmaster – Annie Vliegenthart/Laurie Young (backup)

This slate was approved unanimously!

These individuals are encouraged to submit their DHD 2026 Membership ASAP so that DHD can submit an initial roster to USDF by mid December. A DHD USDF Group Membership affords the member entry to rated shows (without a USDF Participating Membership) and eligibility for USDF Rider Performance Awards. It does not grant eligibility for participation in USDF Regional Competitions.

The officers and key volunteers should use their respective dancinghorsesdressage.org emails for all communication relative to DHD & CT business. Annie will facilitate this transition.

The Show Manager role involves a cursory understanding of the Word Press site and the HSM software used to manage our events. Annie will facilitate this instruction.

October 2025 Show Feedback

Show went well and weather cooperated. The Prix Caprilli classes were a hit and drew a lot of attention. It was noted that staging these classes and scheduling them presents a challenge and it was recommended that they be reserved for the October show rather than putting them in the schedule for the 4 show series.

There was some miscommunication regarding the awarding of costume winners as there was a late decision made to award winners in the PM classes in addition to winners in the AM classes.

There were other shows scheduled for the same weekend as our show that probably impacted our attendance so we will attempt to schedule our October 2026 show earlier in the month (October 18).

\$1000 was raised for our beneficiary, Equine Welfare Network.

2026 Show Season

The Prize List that was proposed at the October meeting for the 2026 Show Season was subject to a final review. This Prize List represents a deviation from our usual format as it eliminates the Year End Awards Recognition/Banquet.

Some concerns that were raised included:

1. No season recognition for OPEN division riders
2. No season-end social event

It was determined that we do not have sufficient attendance from OPEN division riders to warrant a championship class for this division, and it was suggested that we could do a social event at the end of the season to recognize outstanding volunteers if someone would volunteer to organize it.

The Prize List will be posted as presented at the meeting.

It was noted that soliciting volunteers for our events is a challenge. And even when people do volunteer, they sometimes cancel at the last minute or simply do not show up. It was also noted that some “skilled” roles are difficult to fill as only a few people know how to do those jobs.

NEW BUSINESS

Office Equipment

DHD & CT needs a dedicated laptop computer (loaded with MS Office Pro) and printer to run the software for our events. The Board allocated a \$500 dollar budget for this equipment/software. Barbara will research purchasing this equipment/software. The equipment will reside with the Show Secretary and will be used at the DHD & CT events.

Volunteer Incentives

There were several ideas presented for incentivizing our volunteers:

1. Pay key roles (in addition to allocated fixed hours)
2. Award monetary vouchers to be used for DHD events or membership
3. Award something at the event for volunteers
4. Find a way to integrate socializing into pre-show activities such as arena setup (this could provide a challenge for people who are not local)

No decision was made but Lillyana and Jessica took an action item to further investigate possibilities.

Holiday Celebration

BEC will host a DHD & CT Holiday Celebration complete with a cookie exchange.

Date: Saturday, December 13

Time: 6 PM

Location: Brevard Equestrian Center, 4850 Old Dixie Hwy, Grant, FL

BRAGS/REWARDS

Ann and Laurie both have new horses that they showed for the first time at the DHD & CT October 2025 Show. Both horses were exceptionally well behaved and performed beyond expectations.

Lillyana is working with a young horse that is progressing well at Training Level.

Annie is enjoying her new mount who is teaching her the finer points of lead changes.

NEXT MEETING: December 11 at 7:00PM via Zoom.

Respectfully submitted by Barbara Nagle

| Volunteer Roles | Member(s) |
|--------------------------------|--|
| Show Manager | Lillyana Bacon |
| Show Secretary | Sandy Gillespie |
| Volunteer Coordinator | Montana Zito |
| Judges Hiring Agent | Lynne Everest |
| Show Awards Purchasing Agent | Gloria Kanungo |
| Wickham Park Liaison | Sandy Gillespie |
| Mailchimp Manager | ??? |
| Sponsorship Coordinator | ??? |
| Wix Web Master | Annie Vliegenthart/Laurie Young (backup) |
| Performance Awards Chairperson | Laurie Young |
| Social Media Manager | Lindsey Rosado |