AMERICAN SADDLEBRED REGISTRY, INC.

Board of Directors Meeting
Wednesday, May 28, 2014 at 4:00 p.m.
Lexington, Kentucky

MINUTES

Directors Present: Dr. Margaret McNeese, Susan Aschenbrenner, Redd Crabtree, Brian Curran, Carl Holden, Gail Kline, Scott Matton, Karen Richardson, Kim Skipton and Judy Werner.

Others Present: Fred Sarver, Registry Committee Chair; Lisa Duncan, Registrar; Katriona Adams, Assistant Registrar.

I. **Roll Call/Establish Quorum/Consider Agenda**
Dr. Margaret McNeese, ASR President, called the meeting to order at 4:00 p.m. on Wednesday, May 28, 2014. Ms. Adams called the roll and noted a quorum was present.

II. **Staffing Proposal**
Dr. McNeese explained the proposal for Lisa Duncan to assist the American Saddlebred Horse Association with some of the Executive Director duties. Ms. Duncan explained that the Association is looking for a marketing type person who would also be responsible for fund raising as the new Executive Director. Ms. Duncan and Mr. Sarver have previously assisted in the interim between Executive Directors. She noted that we are beginning to see the effects of Charlotte leaving with Registry staff assuming some of her responsibilities. Perhaps we could get a part time person to assist with items such as mailing of certificates and filing. It was noted that it would be helpful to have some kind of timeframe for the hiring of a new Executive Director.

Dr. McNeese reported that the financial and accounting functions have been taken over by USEF. Scarlett Hall, Controller, is leaving the week of June 13th and Karen Winn is leaving the week of June 20th. Mr. Sarver suggested checking to see if Charlotte Tevis and Joan Jones might come in to the office temporarily. It was agreed that the business of the Registry is very important and we cannot afford to fall behind. A suggestion was made for the leadership of the Registry and of the Association to meet. It was noted that many of the financial procedures have changed and we have moved to online banking.

Discussion took place regarding the assignment of Charlotte's duties among most of the staff and the amount of time that is taking. Discussion also took place regarding the magazine and the recommendation of the Publications Committee to discontinue it. A suggestion was made to hire some interns for the summer.

Discussion also took place regarding the management agreement and it was noted that the agreement should work for both organizations. It was agreed that Registry staff need to be available to do Registry work and that if they are doing Association work, then they need to be compensated by the Association. Mr. Holden reported that USEF will be providing financial services and that Ms. Hall has already been in discussions with them. We would like to have an estimate on the costs since the Registry will have to pay a portion of it.

Dr. McNeese suggested that we try to solidify our thoughts and have a meeting with ASHA's Executive Committee during the week of the Junior League horse show. We would like to know about the timeframe on getting a new Executive Director and clearly need to be in the loop on developments with the search for a new Executive Director. A suggestion was made to have a Registry Director on the search committee so that we can make sure the Registry is not neglected in the process. Dr. McNeese asked Directors to let her know their thoughts. Mr. Holden reported that he will be reviewing the financials and has arranged for full control of investments. He noted that we have fiduciary responsibilities as a Board. Dr. McNeese asked that Directors email any suggestions and thoughts to Ms. Adams, Ms. Duncan and to her.

III.   **Other Business**
Ms. Kline reported that we will have a booth at the Rock Creek Horse Show and asked for volunteers to represent the Registry and Association for perhaps hour long shifts.

IV.   **Adjournment**
With no other business before the Board, the meeting was duly adjourned at 4:55 p.m.

Submitted by:
Katriona Adams
Assistant Registrar