** Monthly Meeting**

*January 9,2025 | 7:30 pm – ??*

***Facilitated by Christina Campbell***

**Members Present:**

|  |  |  |  |
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| [ ]  **Christine Campbell, President** | [ ]  **Eric Trevor-Roberts, At-Large / Maintenance** | [ ]  **Dawn Guenot, At-Large / Co-Founder** |  |
| [ ]  **Julie Hubbard, Volunteer / Scheduler** | [ ]  **Elizabeth Brewer, Lead Instructor / Scheduler** | [ ]  **Whitney Potts, Barn Manager** |  |
| [ ]  **Anthony Frisina, Vice President** | [ ]  **Emma Stanley, Treasurer/Social Media & Marketing** | [ ]  **Gwen Roberts, Founder** |  |

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| --- | --- | --- | --- | --- |
| **TOPIC** | **DISCUSSION / ACTION** | **TARGET DATE** | **FOLLOW-UP** | **RESPONSIBLE PERSON** |
| Call to Order | 7:30 pm |  |  |  |
| Approval of Minutes | Minutes were Approved |  |  |  |
| Open Topics | Email Signatures* All email signatures should be consistent
* Anthony sent screenshot within Teams

Trail Rides* This was a long discussion
* Bring down the prices so that more business
* Advertise more
* Promos

Horses for Hope T-shirt* Christina showed the design of the t-shirt
* Decided if someone volunteers for a total of 10-hours they would get a free t-shirt

Hay Elevator* Eric will look into purchasing a new motor

Board Members* Spoke of Laurie becoming Secretary
* There were some concerns due to three family members being on the Board.
* They spoke after Laurie left the meeting
 |  | Send prices to the Board | Eric |
| Staging Website | * Go LIVE by weekend of January 18th
* Anthony would like the Board to look over the pages and advise him if there should be any updates/changes
* Greg will need to be informed of the downtime of the website
	+ 12-hrs Friday through Saturday
 |  | Go LIVE | Anthony |
| Jotform | New Platform* It allows for more slots
* Advises when the slots get low
* What is the cost associated with it?
 |  | Advise Board of cost | ?? |
| Job Descriptions | Christina is working on theseChristina will need Whitney’s job description* Eric will send
 |  | Send Job Description | ChristinaEric |
| Org Chart | Christina will work on this |  |  | Christina |
| Contracts |  |  |  |  |
| Financial | Spending* Approved Bonnie’s health issue
* Christina asked if there is a limit on what the President can spend without Board approval?
* Dawn would like a monthly budget of what is spent
 |  |  |  |
| Adjournment | ??? |  |  |  |

**Minutes Distributed To:**

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| [ ]  **Christine Campbell, President** | [ ]  **Eric Trevor-Roberts, At-Large / Maintenance** | [ ]  **Dawn Guenot, At-Large / Co-Founder** |  |
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