**PNER Board of Directors Meeting**

**October 17, 2023 virtual via Free Conference Call**

1. **Call to order**
* 10/17/2023 at 6:07 pm Pacific by President Kristin Grace
* Voting members present: Kristin Grace, Bianca Chevalier, Tani Bates, Regina Rose (quorum not present)
* Non-voting members present: Cindi Sayer, Kristy Butler, Marlene Moss
1. **Approval of minutes**
* Minutes for the 7/18/23 meeting had been sent out previously to BoD via email & were approved on 8/8/23 by quorum.
1. **Reports**
* **Treasurer – Cindi**
* Still getting everything sorted out from the Prater Mtn. ride, but it is looking good that there will be a descent profit
	+ If we do it again next year, we will need a lot more help
* Thinks the blood machine is good (still monies coming in from that)
* Budget run-down
	+ Checking $12,271
	+ Money market $65,259
	+ Membership is up; budget was $8,000 & actual is $11,000
	+ Cindi will send the financial report to BoD after the meeting (attached)
* **President –** **Kristin**
* Two things only to report;
	+ Number one, elections – we need to get this figured it out because I am NOT running again.
		- Kristy Butler has volunteered to run the elections so Cassee will get with her and get her lined out on that.
		- Discussion among members present about how to get the word out to get more candidates & it was agreed that Bianca would spearhead an effort to get with the proper people to get the word out via social media and the newsletter.
	+ Number 2, our next meeting – do we want to try and have it in person the Friday before Convention at Convention or can we do it over the phone prior to that?
		- No one objected to having a phone conference meeting in lieu of meeting in person the Friday before convention so Kristin will get some possible dates sent out to the BoD for approval on a date.
* **Vice President – Cassee**
* Cassee was not able to be present so she had sent her report out to Kristin via email prior to the meeting for presentation during the meeting regarding PNER Convention.
	+ - Kristin; Speakers - I feel like the speakers are a little lite, but we want to keep it so people can get to them all. Thoughts?
			* There was discussion & members agreed that it is good to have enough speakers to be able to make it to all of them if you wanted to.
			* It was agreed that Christof’s fee was too much. Even though he has good topics, he was asking for more of a fee than DMVs have/do.
		- Kristin; Ideas/opinions on the raffle? Do we want fewer big things or more smaller things? I personally like having more of the smaller things, the $1 & $5 ones.
			* Discussion amongst members present and it was agreed that it was favorable to have more of the smaller $1 & $5 raffle items as opposed to fewer large ticket items
		- Kristin; Baskets – let Cassee know where you’d like that money to go. Last year it went to the young riders & that was good.
		- Kristin; Banquet; Do we want a full dinner like we’ve had in the past or try something like a potato or taco bar that would be less expensive?
			* Discussion among members about this and everyone seemed in agreement that a potato or taco bar would be great, but there were concerns that the venue wouldn’t allow it.
			* There was also some discussion about why convention costs seem to be up & what could be done to off-set some of the cost. It was talked about that they used to get more vendors and also charged a $30 fee to see the speakers because it cost so much to get the speakers. Some felt that it would be okay to charge a fee for this & some felt the convention should be a member benefit.
* **Representatives**
* **BC – Katrin**
	+ (Not able to be present); Katrin had sent a report out via email to the BoD prior to the meeting that there was nothing new to report.
* **ID – Layne**
	+ (Not able to be present); Layne had sent a report out via email to the BoD prior to the meeting & her report for Idaho was that there is one last ride this season & she hopes people can make it to the Halloweenies ride.
* **MT – Suzie**
	+ (Not able to be present); Suzane had sent a report out to Kristin prior to the meeting & her report was that there was nothing new to report.
* **OR – Bianca & David**
	+ **Bianca;** nothing new to report at this time.
	+ **David;** Not present & no one had heard from David
* **WA** – **Tani & Donna**
	+ **Tani;** nothing new to report.
	+ **Donna;** Not present & no one had heard from Donna
* **RM** – **Regina**
	+ AERC fees are going up December 1st, so get your rides sanctioned for 2024 as soon as possible to avoid the higher fees!
		- Fees will be $30 for the first distance each day & then remain at $10 per day for each additional distance
1. **Committee Reports**
2. **Technology – Stace** (Not able to present); Stace had sent a report out via email to the BoD prior to the meeting & his report was that he had nothing specific to report.
3. **Awards – Jessica Huber** (Not able to be present); Jessica had sent a report out to Kristin prior to the meeting and her report was that she had nothing new to report.
4. **Education – Cassee** (Not able to be present); Cassee had included in her emailed report that there was nothing new for education.
5. **Juniors/Young Riders – Greta** (Not able to be present); Greta had sent a report out via email to the BoD prior to the meeting & the report was that there was noting new to report for juniors/young riders.
6. **Elections – Cassee** (Not able to be present); this was discussed earlier in the meeting
7. **Social Media – Shelah;** Not present & no one had heard from Shelah
8. **Trails – Tani;** Nothing new to report
9. **Scholarship – Deb/Greta** (Not present); Greta included in her email report prior to the meeting “still preparing the proposal for restructuring the scholarship, due at Convention”
10. **Marketing – David;** Not present & no one had heard from David
11. **Membership – Lora;** Not present
12. **Old Business**
	* Convention items Cassee had, as discussed above
		1. 10/11/23; Update, Terri Powell will do an insurance talk. Karen Pate will be the vendor lead.
	* Cindi - Regarding the Zoom membership; I have not purchased it yet because who is the admin. going to be? If I have that info., I can get the membership set up.
	* There was a discussion that it was approved under the education budget & education falls under Cassee so it needs to be set up with her. Cindi to get with Cassee to get that done.
13. **New Business**
	* Handbook – Bobbi Walker; Bobbi had sent an email out to the BoD 10/8/23 regarding handbook business a follows:

*We have started work on the 2024 PNER Handbook, Yay! The current volunteers are:*

*Bobbi Walker – Handbook Editor*

*Vicki Nickels – Handbook Ad Sale*

*Bianca Chevalier – Ad Graphic Designer*

*We are all excited to move forward, but we have a couple of questions before we can begin selling ads. We hope you can take our questions to the PNER Board and get us a quick yay or neigh.*

*QUESTION 1: Can we raise ad prices this year? Below is a table of last year’s ad prices and our suggestions for new ad prices (approximate 10% increase). Note that previously there was no additional cost for color business cards or ¼ page ads. At a minimum, we recommend you raise the price for these colored items. They are highlighted in yellow.*

*QUESTION 2: Can we make a mini-ride pamphlet to be ready for convention? We always have trouble getting ride managers to commit to their ride dates and to get their flyers in. We also have trouble getting advertisers to get their ads in early. We would like to propose a mini pamphlet (8.5x11 folded in half, so 4.25x5) that would include, advertisers and rides that have their ride information/flyers/ad information, complete and to the Handbook by December 1, 2023. It would be a black and white mini-handbook, it would include:*

*Cover*

*Ride Map*

*Ride Schedule*

*Ride Flyers*

*Advertisers who paid to be included*

*The PNER could sell this pamphlet for $5 and the handbook staff would have it printed (copied) for convention.*

*We wanted to get started on the handbook asap, but until these above questions are answered, our hands are tied. Is there anything you can do to get our questions answered quickly?*

*AD PRICES, PREVIOUS AND PROPOSED:*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **AD SIZE** | **COLOR /BW** | **CURRENT PRICE** | **NEW PRICE (SUGGESTED)** | **CONVENTION BW PAMPLET** |
| Business Card (approx. 2”x3”) | BW | 30 | 35 | 5 |
| Business Card (approx. 2”x3”) | Color | -- Same as BW | 45 | 5 |
| ¼ Page (4”X5”) | BW | 50 | 55 | 5 |
| ¼ Page (4”X5”) | Color | -- Same as BW | 65 | 5 |
| ½ Page (4”x10” or 5”x7.5”) | BW | 75 | 85 | 5 |
| ½ Page (4”x10” or 5”x7.5”) | Color | 100 | 110 | 5 |
| Full Page | BW | 100 | 110 | 5 |
| Full Page | Color | 125 | 140 | 5 |
| Inside Front or back cover | n/a | 150 | 165 | 5 |

*As always you guys rock and we appreciate your help in this matter.*

*Bobbi Walker*

*2024 PNER Handbook Editor*

* + 1. Ad prices were raised as presented (approved by BoD quorum via email 10/16/23).
* 10/16/23: Kristin sent out the 10/17/23 meeting agenda via email to the BoD
1. **Announcements, comments, other business**
2. **Future Meeting dates**
* Kristin to send out the potential future meeting dates to be decided upon by the BoD
1. **Adjournment**
* Meeting adjourned at 6:54pm Pacific

Respectfully, Kristy Butler, PNER Secretary