**FINAL MINUTES**

VIRGINIA HORSE INDUSTRY BOARD

Blue Ridge Café, Ruckersville, VA

Monday, September 24, 2018

**CALL TO ORDER**

The Horse Industry Board Meeting was called to order at 10:02a.m. on Monday, September 24, 2018 at the Blue Ridge Cafe, Ruckersville, VA by Sue Fanelli.

**BOARD MEMBERS PRESENT**

Sue Alvis

Sue Fanelli

Nancy Troutman

Sue Grossman (Proxy for Jimmy Lee)

Debbie Easter

Dr. John Wise

Janie Ober

Bridgett McIntosh

 **GUESTS / STAFF**

 Heather Wheeler, Program Manager, VDACS

 Melissa Ball, Special Projects Manager, VDACS

**APPROVE MINUTES OF LAST MEETING**

The minutes of the previous meetings (April 30, 2018) were approved.

**FINANCIAL UPDATE**

Heather Wheeler reported on the finances for each fund. Income and revenue are listed as follows:

**Coggins – cc 625 (Figures through July 31, 2018)**

|  |  |
| --- | --- |
| Beginning Balance 7/1/2018 | $301,369.07 |
| Revenues YTD | $17,860.37 |
| Expenditures YTD | -$28,470.47 |
| Cash Balance YTD | $290,785.97 |
| Uncommitted Balance (Cash bal 7/1/16 + rev - budgeted) | $206,502.12 |

**Feed Tonnage – cc 626** **(Figures through July 31, 2018)**

|  |  |
| --- | --- |
| Beginning Balance 7/1/2018 | $344,163.51 |
| Revenues YTD | $0.00 |
| Expenditures YTD | 15,650.00 |
| Cash Balance YTD | $328,513.51 |
| Uncommitted Balance (Cash bal 7/1/16+ rev - budgeted) | $143,408.21 |

**OLD BUSINESS / UPDATES**

**Horse Population Study/AHC Virginia Economic Impact Survey**

Heather Wheeler provided an update to the Weldon Cooper Horse Populations Study. After Heather Wheeler met with UVA Weldon Cooper, the Virginia Horse Industry Board was released from the final payment on the Horse Population Survey contract. At this point, all monies owed to UVA Weldon Cooper for the study have been paid. The Board discussed the Horse Population Study and the AHC Virginia Economic Impact Survey and Sue Fanelli discussed her review of the two studies. The Board moved, seconded and unanimously approved that the Board would provide the American Horse Council Virginia Economic Impact Survey as a pdf on the VHIB website. Heather Wheeler will work with the American Horse Council to complete the licensing agreement.

**Virginia Tech Research Grant -**

At the April meeting, VHIB received a research grant from Virginia Tech titled “Hair Cortisol as a Measure of Chronic Stress in Horses.” When the Board reviewed the grant, there was some confusion as to the source of funding for a portion of the study. The Board decided to table the discussion until they could follow up and receive some clarification from the grant leader, Dr. Buechner-Maxwell. With the clarification provided to the Board, the Board moved, seconded and unanimously approved that the Board would fund the research grant in the amount $7560 with the resubmission of the application to include the clarification requested and provided to the Board.

**VHIB Grant Updates**

Heather Wheeler provided an update to the Board on the FY19 grants. At this time, the grant awarded to the MARE Center for the “Effects of meal time of day on metabolic and digestive response in horse” has been declined for this year. They will reapply next year if they wish to initiate the study. Recipients of the education grant awarded to the Friends of the Richmond Mounted Police have indicated that they may decline the award this year due to the retirement of one of the horses that was supposed to attend the competition.

**Program Manager Updates**

Heather Wheeler provided an update to the Board on her activities. The Showcase of Breeds at the State Fair begins on September 28th and runs for 10 days of the Fair. At this point, participation is low due to the rescheduling of shows and events due to weather earlier in the month and past volunteers have been unable to attend this year’s Fair. The Virginia Horse Festival has been moved to May of 2019 and Heather Wheeler provided the Board information on how the Board has previously supported the Festival and has asked the Board to begin considering how they want to be involved next year. Heather Wheeler will attend the Virginia Animal Control Conference from October 17-19 in Roanoke and will represent VHIB at their exhibit booth. Heather Wheeler also provided information about developing a database on the VHIB website to help tourist, horse owners and the general public access information on where to find horse related businesses, activities and venues in the state. The Board is interested in pursuing the database and Heather Wheeler will meet with the website manager to develop a concept and get pricing information.

**Virginia Horse Council Update**

Sue Alvis provided an update on the Virginia Horse Council’s Equine Cruelty Forum. Approximately 18-20 people attended the forum to include representatives of breed groups, animal control, Alliance of Animal Shelter, Office of the State Veterinary, and animal welfare advocates. These attendees discussed the causes behind equine cruelty and the take away from the meeting was that this is an industry problem and the industry needs to address it through education for horse owners, law enforcement, animal control officers, legislators and judges. After the update, the Board moved, seconded and unanimously approved that the Board would pay for Sue Fanelli to also attend the Animal Control Conference in Roanoke, VA.

**NEW BUSINESS**

**Nomination of Chairman and Vice Chairman**

The Board moved, seconded and unanimously approved that Sue Fanelli would serve as the Chairman and Janie Ober would serve as the Vice Chairman through June 30, 2019.

**FY19 Budget**

The Board moved, seconded and unanimously approved the following line items in the budget for FY19:

Board Meetings - $1,200

Printing - $1,250

Promotional Products: $5,000

Board Member Travel: $2,500

**VHIB 2017-2018 Annual Report**

The Board reviewed the Annual Report as prepared by Heather Wheeler. The Board approved the report as presented with the addition of the economic impact data from the American Horse Council Virginia Economic Impact Report. Heather Wheeler will amend the report and submit it prior to the November 1, 2018 deadline.

**VHIB Grant Procedures/Forms**

Heather Wheeler presented new proposed grant procedures and proposed forms for grant final reports, quarterly reports and sponsorship reports to the Board. The Board reviewed the proposed procedure and was asked to review the procedures and forms prior to the next meeting. Board members should send proposed edits and changes to Heather Wheeler by mid-October so that they can be included in the updated forms at the next meeting.

**VHIB Board Member Handbook**

Heather Wheeler presented the draft of the VHIB Board Member Handbook and a sample of a bound handbook to the Board. The handbook will be given to all existing members of the Board and new members joining the Board and will serve as a guide to serving on the Board. Heather Wheeler requested $200 from the Board to print the handbooks, purchase binder and tabs. The Board moved, seconded and unanimously approved the expenditure of $200 to complete handbooks for all Board Members.

**Virginia Horse Center Annual Report**

The Board moved, seconded and unanimously approved that the Virginia Horse Center Annual Report and authorized the payment of the final installment of the VHIB commitment in the amount of $15,000.

**Public Comment**

None

**Next Meeting**

The next meeting of the board will be held on December 2, 2018 in Charlottesville, VA.

**Adjournment**

The meeting adjourned at 1:05pm.

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