



WE UNITED SHOW LICENSING OVERSIGHT COMMITTEE
Conference Call

Date:	January 2, 2017	Time:	10 a.m. Pacific
-------	-----------------	-------	-----------------

Acting Chair in Attendance? - Chesna Klimek
 Secretary? - Chesna Klimek

Members in attendance at roll call

Members absent at roll call

Last Name	First Name	Title	Last Name	First Name	Title
Klimek	Chesna	Committee Chair	Menke	Bruce W.	Committee Member
Mathews	Becky	Committee Member	Turner	Roxanne	Committee Member
McIntosh	Susan	Committee Member			

Members in attendance after roll call

Last Name	First Name	Title
Menke	Bruce W.	Committee Member

✓ *Quorum Achieved*

GENERAL UPDATES

- Introduced newly appointed committee member, Roxanne Turner from Nebraska. Committee agreed to schedule next meeting to accommodate her schedule as well.

DISCUSSION

- Reviewed the updated rider protest form. Decided we should create a secondary form for appeals, which Becky agreed to do. Added a section to the protest form for the final ruling from the Committee. Noted the discrepancy in paying the \$75 to WE United when the show management handles protests—will suggest changes in future rules review. Also decided to accept cash or check payments only for protests, as processing online payments would be difficult on show grounds and more difficult to refund. Susan suggested an internal policy of giving a receipt for any cash paid or refunded; the committee agreed.
- Bruce suggested creating a separate email for show licensing. All committee members agreed and Chesna agreed to email the WE United president and board on this topic. Committee suggests using the @weunited.us domain in emails if possible.
- Discussed the need for show management to have the ability to make copies on the show grounds to uphold the rules in some cases. Added this to the competition requirements draft document.

- Proposed by Bruce, it will be an internal process to consult the regional chair as part of the SLOC approval process for shows applying for licensing, but this will not be reflected on the application form.
- Updated the show licensing application form to require a judge's name.
- Discussed at length the 60 day application deadline requirement. Bruce expressed concerns of staying competitive with other organizations. Becky and Chesna suggested a firm, uniform deadline with no exceptions for consistency. Susan discussed the challenges of planning show dates from a show manager perspective. Bruce will research other organizations' timelines and the committee will make a final decision next meeting.
- Becky shared show requirements from USEF and USHJA for review.

INDIVIDUAL TO DOS

- Becky agreed to copy/paste fees for infractions from other organizations for review during next meeting as well as create an appeals form.
- Chesna will continue to update the competition requirements to match expectations in the United States Working Equitation Rules and will email the board questions about a committee email address.
- Susan and Bruce will continue to make edits to the documents they are working on, incorporating written comment feedback from other committee members.
- All members will review the competition requirement draft form and provide written feedback as time allows.

NEXT MEETING

- To be determined via Doodle poll, emailed to all committee members at the conclusion of the meeting by Chesna.

Agenda for the next meeting will focus on reviewing the competition requirements, submission timeline requirements, and fees.

Meeting was adjourned at 11:40 a.m. Pacific.