

**AQHA-UK Council Meeting Minutes - (Post AGM)  
Saturday 25 March 2017 and held at  
the Holiday Inn, Coventry**

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**1. Council Present**

Frances Neil - Interim Chair (FN)  
Ruth O'Reilly - Administration Director (ROR)  
David Deptford - International Director (DD)  
Lucy Adams - Technical Director (LA)  
Sandra Loder - Youth Director (SL)  
Leigh Cheetham - Breed Show & Events Director (LC)  
  
Karen Coleman - Registrar, Treasurer & Administration (KC)

**2. Appointed of the Chair**

FN made it known that she would be delighted take up the position of AQHA-UK Chair. No other expressions of interest were received. Council voted by a show of hands to elect FN as AQHA-UK Chair to a term of office.

Moved: David Deptford  
Seconded: Leigh Cheetham

**3. Resolutions**

It was noted that further to the AGM that the resolution's required enacting in the Articles of Association.

*Action: The Chair will contact the AQHA-UK Solicitor to make the necessary amendments.*

**4. Council Biographies**

ROR reminded Council that biographies and a good quality photograph were required for all so that these could be included on the website.

*Action: All*

**5. Membership, Passport & Futurity Fees**

At its February meeting Council had discuss the need to increase prices for both membership, passports and futurity scheme to cover rising overheads and to make the Futurity fees simpler. Noting that, there had been no price increase for some years. The pricing were not agreed at the time and deferred until the new Council is in place. On this basis and following discussion, it was agreed that with immediate effect the new membership and passport fees would be raised to;

Transaction Type	Member	Non Member
Registration 0 - 6 months	£40	£80
Registration over 6 months <b>NEW</b>	£60	£90
Registration ID Only <b>NEW</b>	£18	£36
Transfer of Ownership	£20	£40
Duplicate / Replacement Passport <b>NEW</b>	£40	£80
Addition of genetic or other test results <b>NEW</b>	£5	£10
Over stamping <b>NEW</b>	£40	£60
Death, Change of Address & Gelding	FOC	
Normal Second Class Post	£2	
1st Class Recorded Delivery - 1 to 2 days signed for	£4	
Special Delivery - next day tracked and signed for	£8	
Adult Membership	£45	
Youth Membership	£25	
Family Membership <i>2 people at the same address who will receive a single Journal.</i>	£75	
Taster Membership - 6 months one off	£25	
Futurity 0 - 2 years	£50	
Futurity 3 - 5 years	£100	
Futurity - Transfer of Futurity Certificate	£10	

The family membership price increase is predicated on the need to bring into alignment the disparity between adult and family membership. Family members currently paying by standing order is £60 and adult membership is £40. There will be no longer be an incentive for standing order payments and the preferred payment method is by BACS.

*Actions:*

- 1) ROR - Update the website prices and PayPal
- 2) KC - Inform membership of price increases as membership becomes renewable
- 3) KC - Update the passport and membership forms to reflect the new prices

## **6. Council Vacancies**

Further to the AGM resolution to increase the number of posts on Council, FN agreed to prepare job profiles for the two new posts in Fundraising and Public relations and Marketing.

*Actions: FN job profiles x 2*

## **7. Financials**

Further to the AGM it was agreed that Council needed to fully understand that financial pre-commitments approved by previous Council to assess the cash flow required for 2017 / 2018.

*Action: KC to prepare financial pre-commitment and cash flow statement.*

LC enquired if AQHA-UK has a card payment machine as this is now a recognised method of payment and suggested that this would be beneficial at the Breed Show.

*Action: ROR to investigate*

## **8. Business Plan**

DD suggested that we now require a Business Plan for the next three years. KC reported that the 'Time for Change Report' would identify some of the business actions required to be incorporated in the Business Plan however, the industry aspect would require input from DD and LA. The report requires completion and Business Plan drafted. For further discussion at the June meeting.

*Action KC - June agenda*

## **9. Members Meetings**

It was recognised that the members meetings had been a huge success both for Council and members. It was very clear that members wished these to continue. It was agreed that in future these would be open to non-members and would be social events. Dates to be agreed at the June meeting.

*Action KC - June agenda*

## **10. Hard Hat Policy**

It was agreed that the hard hat policy should be updated to state that all those 18 and under must wear a hardhat.

*Action: SL to update. ROR to update on the website*

## **11. Insurance**

The insurance policies were discuss and it was agreed to review with a view to incorporating all aspects into a single Charities Policy. KC to forward to FN the existing policies and specification for review.

*Action: FN to follow up on the Charities Insurance Policy*

## **12. Working Together**

During the members meeting working with other Western oriented organisation had been raise on many occasions not least by those who are members of multiple organisations. It was agreed that this would be explored at the May meeting and an approach discuss.

*KC: Agenda May meeting*

## **13. Date and time of next meeting**

3 May 2017, 12.30 at The Great Northern Hotel, Peterborough

Chair\_\_\_\_\_

Secretary\_\_\_\_\_

Date\_\_\_\_\_