FHAOK Board Meeting Minutes

Date: August 11, 2026
Time: 7:00 p.m.
Meeting: Friesian Horse Association of Oklahoma (FHAOK) Board Meeting
Format: Teams Meeting

1. Call to Order

The meeting was called to order by Lisa Driver. A quorum was confirmed with four board members present.

Present: Lisa Driver, Brittany Hall, Melody Martin, Pam Hensley
Absent: Deborah

2. Approval of Previous Meeting Minutes

The board reviewed the previous meeting minutes.

Motion: Approve the previous meeting minutes.
Second: Melody Martin
Result: Motion approved.

3. Treasurer's Report

Melody Martin presented the Treasurer's Report.

- Current bank balance: **$3,155.38**
- Membership updates were reviewed.
- Jessica Dowdy and Angela Stokes were identified as new $25 members.
- Christy Carter was confirmed as an existing member.
- Carolyn Callahan's membership payment had not been located; follow-up is needed to confirm payment.
- The membership list was reported to be at approximately **29 members** following the new additions.

Membership Follow-Up

Pam will update the membership records and distribute the current membership list to the board. The board discussed maintaining the list in Google Sheets for the time being, with the possibility of transitioning responsibility for an Excel version in the future.

4. Membership and Member Recognition

The board discussed continuing to recognize new members through announcements and social media.

The group also discussed recognizing member birthdays and accomplishments. Members who have received awards or achieved notable accomplishments will be encouraged to submit information so FHAOK can highlight those achievements through its news and social media channels.

5. Facebook and Social Media

The board reported that the FHAOK Facebook presence is being maintained effectively. No major changes were identified.

The board discussed creating a simple recurring process for members to submit award and achievement information for publication.

Action: Brittany will develop a simple promotional graphic/post encouraging members to share their accomplishments.

6. Oklahoma State Fair / Heavy Horse Show

The board discussed preparations for the upcoming Oklahoma State Fair Heavy Horse Show.

Participation

Members reviewed who expected to participate. Current participation was expected to be smaller than in previous years.

Stall Assignments

The board discussed stall locations and agreed on the following general arrangement:

- Melody: stalls 18–19
- Lisa: stalls 51–20
- Brittany: stalls 50–21

Lisa will coordinate with Martha regarding the final stall arrangement and the possibility of obtaining an additional stall.

FHAOK Stall / Booth

The board agreed to maintain an FHAOK gathering/booth area with:

- FHAOK banners and flag
- Seating
- Tables
- Rug
- Water and refreshments
- FHAOK magazines/information
- Sponsor materials

Melody agreed to help with setup, including banners and furnishings. Brittany offered to provide additional chairs. The group also discussed using a table to display information and magazines.

Fair Table

The board agreed that FHAOK should maintain an information/display table at the fair. The group noted that participation earns points for the organization.

Packing List

Brittany agreed to work on a comprehensive packing list for members attending the fair, including practical items such as a hose and other supplies.

7. State Fair Awards

The board discussed continuing the annual FHAOK State Fair awards.

Lisa proposed continuing the practice of providing a commemorative award to participants, with a design incorporating the FHAOK/Friesian logo and 2026 Oklahoma State Fair Heavy Horse Show information. A price quote was being obtained before final approval.

Action: Lisa will obtain an actual price quote and present the cost to the board for approval.

8. FANA/Fauna High Point Awards

The board discussed the annual High Point Awards for riding and driving.

The board agreed that the driving participant should receive a High Point Driving Award even if she is the only participant in the driving division, recognizing the substantial effort involved in transporting and preparing the driving equipment.

Motion: Approve awarding the High Point Driving Award even when there is only one qualifying participant.
Second: Motion was seconded.
Result: Motion approved.

The board also discussed improving the process for tracking points during the fair. A master clipboard or spreadsheet containing the applicable classes was proposed so participants could record their placings after each class. Melody offered to help establish the tracking system.

Point Tracking

- Deborah will assist with calculating/confirming points.
- A second person will help verify the totals.
- Brittany will assist when available.
- A master class/points sheet will be used to improve accuracy and transparency.

9. FHAOK High Point Recognition

The board discussed recognizing FHAOK members who qualify for FHANA High Point Awards based on their show results.

The purpose is to encourage members to participate in shows and recognize accomplishments. Eligibility was discussed in relation to FHANA membership and registered horses.

The board supported the concept of presenting an FHAOK recognition to qualifying members, with presentation potentially occurring at the FHANA awards banquet.

10. Trail Ride and Other Activities

The board discussed the scheduled trail ride and other summer activities.

Due to extreme heat and safety concerns for both horses and riders, the trail ride was expected to be postponed/canceled rather than held under unsafe conditions. The group discussed attempting to reschedule activities during cooler weather in the fall.

Action: Brittany will prepare an updated/postponement flyer for the trail ride.

The board also noted that drill practice had been cancelled and that a new date would be considered once temperatures improve.

11. Fundraising and Merchandise

The board reviewed FHAOK merchandise and fundraising efforts.

Gold Sponsor Shirts

Melody reported that sponsor logos had been sent to the merchandise provider and that the gold sponsor shirt was being finalized.

The goal was to have the shirts available online by approximately August 21 so members could order them in advance of the State Fair. Melody offered to pick up and deliver shirts to the fair when practical.

Embroidered Hats

The board discussed adding an embroidered hat to the merchandise offerings.

The preferred design is the FHAOK logo currently used on the website, embroidered with **metallic gold thread**. The board discussed whether the lettering may need to be enlarged for embroidery quality.

Action: Melody will work with the merchandise provider on the embroidered hat.

Jacket

Lisa proposed adding a jacket to the merchandise options. The board discussed using printed rather than embroidered artwork on the back to control cost while maintaining durability.

Action: Lisa will select a jacket style and coordinate with Melody regarding adding it to the merchandise offerings.

12. 2027 Calendar

The board discussed development of the upcoming FHAOK calendar.

Lisa reported that member photographs had been updated and that Kelly's photograph had been replaced at her request. Brittany volunteered to help complete the calendar layout.

The board discussed:

- Adding member/sponsor logos to appropriate months
- Using watermarks where appropriate
- Completing the calendar soon enough for printing
- Having calendars available for sale at the State Fair if allowed.
- Potentially using a QR code for sales if direct merchandise sales at the booth are restricted

Brittany will continue working on the calendar layout.

13. Sponsor Banner

The board reviewed the sponsor banner.

Brittany reported that most sponsor logos had been completed, with two recent sponsor logos still awaiting printing.

14. Website

The board discussed updating the FHAOK website with:

- Approved meeting minutes
- News
- Upcoming events
- State Fair information
- Member accomplishments and awards
- The possibility of adding a items for sale for members. This has been tabled to a later date.

Melody agreed to handle website updates, including posting the approved meeting notes and upcoming events.

The board also discussed the need to be careful when promoting the State Fair Heavy Horse Show because of event advertising/approval requirements. Rather than independently using event logos without approval, the board discussed linking to or sharing official event information.

15. Member and Horse Accomplishment Recognition

The board agreed that FHAOK should make a stronger effort to recognize member achievements.

Members will be encouraged to submit information about:

- Awards
- High Point accomplishments
- Regional achievements
- Horse accomplishments
- Other significant show or performance results

Brittany will create a simple graphic/post that can be used to solicit these submissions. The goal is to celebrate members while ensuring achievements are communicated through the appropriate FHAOK channels.

16. Upcoming Events and Awards

The board reviewed upcoming fall activities and show dates.

The October championship and schooling show dates were discussed, with the recognized show expected around October 24–25 and the schooling show on October 31. The associated awards banquet date had not yet been established and was expected to occur in November or December.

The board also discussed preparing a news item regarding member achievements, including Patty's Horse of the Year recognition once the necessary details are obtained.

17. Next Board Meeting

The next FHAOK board meeting was scheduled for:

September 11, 2026, at 7:00 p.m.

18. Adjournment

Motion: Brittany Hall moved to adjourn the meeting.
Second: Pam Hensley.
Result: Motion approved.

The meeting was adjourned.

Action Item Summary

Action Item	Responsible Person	Timing
Update and distribute current membership list	Pam Hensley	After new members are entered
Follow up regarding Carolyn Callahan's membership payment	Pam Hensley	As soon as practical
Obtain quote for State Fair commemorative awards	Lisa Driver	Before ordering
Order FANA/Fauna High Point ribbons	Lisa Driver	Before State Fair
Establish points-tracking system for fair	Melody Martin / Deborah / Brittany	Before State Fair
Prepare trail ride postponement flyer	Brittany Hall	As needed
Finalize gold sponsor shirt	Melody Martin	Target website availability around Aug. 21
Promote gold sponsor shirts	Brittany Hall	After shirts are available
Coordinate embroidered hat	Melody Martin	Before next meeting/order deadline
Select jacket and coordinate merchandise addition	Lisa Driver / Melody Martin	Before merchandise update
Complete 2027 calendar	Brittany Hall	As soon as practical
Complete remaining sponsor banner logos	Brittany Hall	Before State Fair
Update FHAOK website with minutes/ events/news	Melody Martin	Ongoing
Create member achievement/award submission graphic	Brittany Hall	Before next meeting
Gather details for Patty's achievement/ news story	Melody Martin / Lisa Driver	Before publication
Schedule next board meeting	Board	Sept. 11, 2026, 7:00 p.m.

Prepared from the August 11, 2026 FHAOK Board Meeting transcript.