
FHAOK Board Meeting — Minutes

Date/time: May 29, 2026, 11:55 PM (approx. 2h 57m) Location: Virtual Recorded by: Pam Hensley
Attendees: Lisa, Pam Hensley, Debora, Melody Martin, Brittany Hall Absentees: None noted at roll

Opening

Meeting opened with a prayer led by Lisa.

Quorum confirmed.

Prior minutes approved. Motion: Debora; Second: Brittany; Passed.

Treasurer's Report (Melody)

Deposits: \$500 (Chapter of the Year), \$150 (Kolache Parade), new member dues (Amanda Black), prior month Deanna Raver.

Reimbursements: \$115.70 to Brittany for signs (check #508 issued).

Outstanding: Lisa to deposit \$30.

Balance (as of online check during meeting): \$2,082.28.

Report approved. Second recorded as Debora (since Melody presented).

Membership and Roster

New members: Amanda Black; Deanna Raver (last month).

Plan: Use last year's roster to contact lapsed members and encourage renewals.

Owner: Lisa to circulate old roster, highlight names, assign 4–6 contacts per person.

Target: Complete outreach by Thu, June 6; post updated list the week after.

Publication/privacy:

Post only current members' names publicly (website minutes/news). Do not post addresses/emails.

Pam to accompany the posted names with a note: "If you do not want your address/phone shared with members for cards or contact, please notify by [date]."

Individual requests (e.g., Martha's Christmas card list): provide addresses directly, not publicly.

Coordination: Melody (dues intake) and Pam (secretary list) to stay in sync.

Chapter Affiliation Renewal

Awaiting decision from national contact (name uncertain during meeting). No action required until response.

Taxes/Nonprofit Filings

Robin working on required nonprofit step (~\$256 fee) and coordinating with IRS.

After approval, Kevin will submit back filings for last three years.

Goal: Smooth handoff to Melody for next year.

Insurance for Events

Lisa to call the FHANA office for the activity insurance request form (for parades, trail rides, demos). Melody and Debora shared past approaches (local event policies vs. FAONA-sponsored). Lisa to pursue FHANA option first.

FHANA Magazine Article

Lisa's Ren Fair article accepted; provided labeled photos emphasizing inclusion of multiple member images. Awaiting layout decision.

July Members' Meeting (Annual Member Meeting)

Preferred date: Saturday, July 18.

Venue options:

Primary: The Shed (Meeker) — Melody to inquire about availability, cost/donation for nonprofit, capacity, and lunch arrangements.

Backup: First United Bank (Shawnee) community room — Melody to contact Amanda Johnson (contact shared) and pencil in July 18 if The Shed is unavailable.

Time block: 11:00 AM–2:00 PM (short, focused agenda).

Catering: Preference for Mexican (e.g., local options near venue). Melody to price options and plan pickup. Anticipated headcount ~12–15; Brittany to make RSVP flyer once venue/time confirmed.

Events and Activities

Meeker Rodeo Parade — Sat, June 27, 10:00 AM

Staging: Meeker Roundup Club; arrive 9:00 AM, ready to ride at 10:00.

Theme: Patriotic red/white/blue (Western or English, rider's choice). Simple options OK (mane ribbons, leg wraps).

Brittany: create flyer with details and dress guidance.

Photo booth fundraiser: Lisa/Melody to ask city/club about a tent space at/near end of route and/or at evening rodeo grounds.

Trail Ride — Sun, June 7

Weather watch: High rain chances; keep date but expect potential rain-out. Avoid moving to Sat (forecast similar).

Cargo Ranch Demo

Status: Pending; align concept with Baptist church format (short demo + horse photo area).

TV Interview

Lisa to email station contact with intro and event footage/photos; ideally coordinate with a public event date for filming.

Clinics and Training

Dressage Clinic with Sherry Guess

Lisa to confirm fees/arrangements and explore venue options (Joni, Janine) with reasonable arena-use costs. Use \$500 education funds to offset participant cost; riders cover remainder individually.

Drill Practice

New drill in development (includes more trot work, figure 8 crossings, pinwheel, pole segment finale, potential sword segment). Lisa to finalize diagram/notes and circulate.

Practice venue: Aim for covered arena due to heat.

Melody/Lisa to ask Joni (Guthrie) for an indoor session (target July; consider Sunday afternoons after church).

Janine as alternate indoor option.

Consider post-parade quick session at Lisa's (outdoor) if scheduling allows.

Medieval Fairs

Muskogee Renaissance Festival (Castle)

Strong contact secured (site owner/king). They requested proposal: appearance fee per weekend and insurance requirements.

Scope: Up to 3 weekends (out of 6 total), Sat/Sun shows with set times, separate from jousts; include horse photo-op fundraising; require secure parking/fencing/overnight stalls.

Pricing research: Team to benchmark comparable equine performance groups; Lisa to consult hospital CEO contact; consider starting with "what's your budget?" posture, with initial internal straw number ~\$2,000/weekend subject to discovery.

OKC Renaissance

To be re-engaged; likely receptive per prior interest.

Fundraising and Merchandise

Calendar (2027)

Goal: Launch for holiday gifting; aim to lock sponsors by June 30 to enable layout and print timing (July/Aug).

Content: Lisa has most photos; team to integrate sponsor blocks.

Sponsor drive: Brittany to refresh/post sponsor flyer on WhatsApp/Facebook; Debora will help seed with initial Golds; set explicit deadline (June 30) and a simple goal metric (e.g., “help us reach 6 new sponsors” or \$1,000).

T-shirts and Merch

Approach: Use “New Ideas Printing” style on-demand shop (Shawnee) to avoid inventory; add “Shop” tab on FHAOK site linking to store.

Product plan (initial two weeks to build):

- Club logo shirt (plain front logo; small sleeve/back logo variants).

- Generic Friesian art shirt (appeals beyond club; small club logo on sleeve/back).

- Special edition Sponsor/Ren Faire shirt (front art; sponsors on back) — to launch after sponsor list is finalized.

Additional items: Hoodies, long-sleeve tees, hats/visors; optional canvas tote via separate vendor for door prizes/small stock.

Actions:

- Lisa to send the “three medieval Friesians” artwork variations and color mockups to Melody.

- Team to pick color palette (e.g., royal blue, lavender, gray, pink, sage/green), 100% cotton preferred where available.

- Melody to coordinate with printer to create vector art, stand up store, and target readiness by June 19 (before parade).

- Deliver promised raffle shirt to Patty Couch.

Banner with Sponsors

- Big banner (e.g., 4x6 or 6 ft length) with Velcro-backed sponsor logo patches (10–12 in), so sponsors can be swapped annually.

- Brittany to price patch cost; FastSigns to be asked as banner sponsor (logo placed as top/bottom tag).

Education: Judges’ Clinic Interest

Proposal from FHANA circle for \$275/person judging clinic (east/west sites, TX/Ohio; OK as participant pool); includes book; likely requires 15/site minimum; details TBD (live horses vs. video/remote).

Actions:

Brittany to reply to Robin's email (cc Lisa and Debora), ask specifics on format (in-person with horses vs. virtual), site options, costs, central site feasibility.

Debora/Melody to run a Facebook poll to gauge member interest (in-person vs. virtual/less cost) once details are known.

Possible 2027 Keuring Hosting

South Central changes may open an opportunity. If FHAOK is interested, lead time is months (insurance, venue, paperwork).

Suggest forming a Keuring Committee; Debora can share prior application experience. Candidate venues mentioned: New Yukon facility (near OKC airport), Joni's, others.

Communications/Website

Post approved monthly BOD minutes on website (public news/minutes page). Start with current cycle moving forward. Melody to post upon executive OK from Lisa/Brittany.

Include contact note for members to propose topics via President/Vice President.

Decisions and Motions Passed

Approved prior minutes.

Approved treasurer's report.

Proceed with contacting lapsed members; aim to post updated "names-only" member list and include opt-out note on sharing addresses/phones to members.

July 18 targeted for annual member meeting; Melody to secure venue (The Shed primary, First United backup); Mexican catering direction approved.

Parade plan approved (June 27, patriotic theme); Brittany to publish flyer.

Sponsor drive and calendar schedule: June 30 sponsor deadline; proceed with merch store build targeting June 19.

Action Items and Owners

Lisa: Send old roster with highlighted lapsed members; assign calls; call Connie re: dues; coordinate FHANA insurance form; pursue Muskogee RenFest proposal (pricing/insurance); email TV station; finalize drill diagram; ask Joni/Janine re: practice; send shirt art/colors to Melody; order a few tote samples; prepare short member-meeting agenda.

Melody: Post minutes (once approved for public); manage dues-to-roster sync with Pam; contact The Shed and/or First United and caterers; build merch store with printer; request vectorization; share merch link; assist Facebook poll; explore Meeker booth placement with Lisa.

Pam: Prepare/post “current members (names only)” with opt-out note and date; assist WhatsApp sponsor post; record and publish approved minutes summary.

Brittany: Create parade flyer; post sponsor drive flyer to WhatsApp/Facebook (deadline June 30, target goal); reply to Robin’s clinic email (cc Lisa/Debora); design RSVP flyer for member meeting when venue/time confirmed.

Debora: Seed sponsor drive (Gold); assist with Facebook poll wording; support keuring committee planning; help calendar sponsor layout review.

All: Contact assigned lapsed members by June 6; provide Melody preferred merch items/colors within a week; review drill once circulated.

Key Dates

June 6: Complete lapsed-member outreach.

June 7: Trail ride (weather-dependent).

By June 12–19: Merch store set up; share link.

June 13: Schooling show.

June 20–21: Recognized show (Lisa competing).

June 27: Meeker Rodeo Parade (arrive 9:00 AM; start 10:00 AM).

June 30: Calendar sponsor deadline.

July 18: Annual Members’ Meeting (target).

Next Board Meeting: Wednesday, June 24, 7:00 PM (virtual).