**EXECUTIVE COMMITTEE MEETING**

High Hopes Therapeutic Riding

Tuesday, December 6, 2022
**Present:** Mac Mummert, Peter Watt, Kitty Stalsburg, Lesley Olsen, Sarah Hill Canning

**Not present:** Scott Douglass (excused)

M. Mummert welcomed everyone.

**Strategic Planning:** Mac reported the Committee has met and has an outline for the process. They met with Anne Yurasek and have watched a seminar on the process. They talked about a SWOT or SOAR. They feel the Mission statement is good, the Vision needs to be reevaluated. They are going to ask Staff and the Board to get involved. They will also look at the Values. They will have Claire, John and Lesley ID questions. They will use focus groups, donors, clients and peer groups, collaborators and competitors. The timeline for completion is not solid— though Claire would like it to be completed soon so that she can use it for grants and gifts.

**Executive Director**: Kitty updated the members on the search for the new Volunteer Coordinator. The Staff decided to pivot from a Volunteer Director to a Volunteer Manager and Coordinator. Jeanna is devoting more time to the Volunteer Program because of the departure of the Director and is mentoring Haley as they make the transition. They have quite a few candidates for the new position. Haley will supervise the new hire. Kitty feels the culture in the Program Office has improved.

There has been a complaint against HH reported to the Commission on Human Rights. A woman who came to a seminar and had an electronic disability. Accommodations were not made to her satisfaction. Kitty and the Staff are working with the insurance company to remediate. Two former employees have filed for and are hoping to collect unemployment. Kitty says this is not unusual when people leave High Hopes’ employ. The new Caretaker is working out well.

**Financials:** Lesley reported for Scott Douglas who away. The first quarter looks good in the Income side. All the programs are being booked. Invoicing occurs in the first quarter. Lesley explained about how the grants come in. Q1 and Q2 will better tell us where we stand. The Holiday Market did not do as well as last year, giving is a bit down--evidence of a slowing in the economy.

High Hopes will be joining Worker’s Comp. Trust insurance program- organizations join by invitation only. Premiums will be lower and HH will get a dividend. The recent unemployment filings will not change this. More conversations about financial health continued. Expenses were up due to work done on the cottage when unoccupied. HH paid for new horse Churro’s transportation to High Hopes. The timing of gifts is different from year’s past. Certain capital improvements may be postponed.

**Development:** Peter started by thanking Claire for her detailed and thoughtful reporting. He reportedthere are $430,000 in new gifts and pledges, with $154,000 coming in November and early December. The pull out there is that Legacy gifts are not r*ealized* gifts. Kitty asked for an “apple to apple” giving comparison to last year, and Peter will get more information to the committee. The pipeline is strong, with $218,000 in proposals out. Inroads in building new relationships are happening, and they will most likely yield medium to long range goals and build. There were conversations about the Holiday Market and Raffle. Peter spoke about the Development Committee and that Development will need a strong V-Chair. Jeff Ridgway and Scott Douglass will be completing their final terms. Scott will continue to be on the Finance Committee.

**Governance:** Sarah reported Governance will be meeting prior to the next Board meeting. The Board Survey is ended, and conclusions and results will follow at the next meeting. In 2023 we will need to add several new Trustees to replace those who resigned this year. We will also look at a new slate. At their last meeting, Governance discussed the process they use to consider new Trustees and the length of the terms; she shared their concerns. Sarah and Kitty discussed the prospective Trustee pipeline and with that, our commitment to Belonging, Equity Diversity and Inclusion.

**To Do List:**

More Financials

Board Survey

Strategic Plan and Homework

Kitty is away: 13-22 December

The week after Christmas, HH is closed; Kitty will be in

January Board Meeting: 1/25/23

Secretary, Sarah Hill Canning