

November 16, 2017

4:00 – 6:15 pm

Meeting Place: Newfield Conference Room
4 Waterway Ct.
Spring, TX 77380

Attendance: BOARD MEMBERS – Todd Bryant, Jimmy Dotson, Connie Goers, Nancy Kosh, Mike Maher, Chris Osborne, Nel Somarriba, STAFF – MG Tindall, Sheila Greaver, Tommy Middleton, Michelle Bellaire ON PHONE: Denny McGuire

Absent: Joey Vest, Martin Evans, Gary Packer, Patrick Flaherty,

4:05 pm Call to Order – Denny McGuire

4:06 Prayer – Jimmie Dotson

4:08 PM Approval of August Meeting Minutes: Mike Maher – motion, Jimmie Dotson – second – approved

4:10 PM Property Update – Connie Goers and MG Tindall

- Delay in close of Glen Loch property – border issue with undeveloped property in frontage area of ranch
- Needed to provide proof of insurance for lease – that information was provided – we need to add farm package to lease and make the lease a commercial lease – hope to begin lease Jan. 2018 – New closing date November 30th
- Want to make an offer on Foxcroft as soon as closing on Glen Loch is done
- Due diligence 60 days, \$1000 escrow, offer starting at \$1.8 million can go up to \$2.25 million
- Foxcroft is currently boarding 30 horses – They will provide information on what leases look like, who's living out there, etc., once offer is made
- Bank will handle due diligence – environmental and appraisal
- We will drive inspections
- We will get a second price on moving the arena
- Price on adding electricity, improving roads, etc. to Foxcroft

4:20pm Safety Manual – Tommy Middleton

- Section 1.3.2 Reporting of Incidents – used OSHA definition – clarification of occurrence or incident where occurrence is event with bodily harm and incident is accident or near miss with no bodily harm/ may include property damage
- Gun policy – no gun on ranch unless it is locked in a vehicle – none on person – signage for this
- We need a committee to oversee the safety manual maintenance, including updates or adjustments and changes to policies

- PATH – new property will need to go through accreditation
- Threat assessment – need committee to look at incidents then discuss what should have been done, what was done, recommendations to improve
- Safety manual approved by majority vote

4:40pm Question on Reports and Committees – Sheila Greaver , Nel Somarriba, MG Tindall

- **Sheila - Development**

- Sheila reminded everyone about Christmas in the Woods – Dec. 1 at 5:00pm
- She is working on advanced sponsorship opportunities for 2018 Gala
- Year end appeal through email and mailings – Eli's Story
- Villa Sport Wine Walk Art Show – through Jimmie's contact – proceeds to the ranch \$1760
- Trent Johnson with Texas Children's came out for a tour – interested in being on our board
- Deferred grant from Senior PGA tour to fall of 2018 – we need to volunteer at tour tournament – send save the date to volunteers for Insuperity Invitational so that we can get the volunteers from the ranch out at the tournament so they can volunteer there
- TD Industries – electric/plumbing company – we are there first quarter charity – may be able to help us move to Foxcroft

- **Nel - Financials**

- Nel discussed financials – special events numbers are better this year than last
- Before year end she wants to review financials to see where we landed this year with grants and donations compared to last year
- Mike Maher suggested renting out arena space for events as a possible source of income – concerned with end of year numbers – we need to be less dependent on fundraising or third party events – committee to add to external business discussions
- Other possible sources of income discussed were holding conferences at the ranch, instructor certification courses, team building for companies

- **MG – Dashboard**

- Peggy Boyce resigned from the board – family is keeping her busy – she will stay involved as much as she can
- Wait list at new facility was discussed – there will always be a waitlist as the benefits of equine therapy become widely known - hope to be able to add more clients into program with the addition of more property – horses – staff
- Jimmie would like the reporting of incidents into the safety category and out of human resources
- Discussed lockdown procedures – terrorist attacks – this needs to be added to safety manual, it is only in PATH manual – we need to set goals of how many times we do this, how are these performed, etc.
- Todd would like to add a line for the total number of employees that are full or part-time for insurance purposes to the Human Resources section
- Nominating committee – Board now has 12 members – list of possible candidates include Michelle Little, Trent Johnson – Denny will help Chris with nominating committee – will follow procedures and try to get new people on board who are excited to be here and who can add knowledge and dedication to our board

5:30PM New/Old Business – MG Tindall

- Woodforest Signature Card need to be signed by certain board members
- Unanimous written consent from Board to borrow money from Woodforest for purchase of property – signed by all board members
- ExxonMobil Day of Caring – 137 volunteers – full workday – all projects can be moved to our new facility
- Todd mentioned that Sam Houston has an Annual Day of Volunteering for Students – may be able to come and help out when we move
- Insurance – Todd Bryant – rates have increased significantly – 5 years ago established ranch would cover \$283 of employee’s costs – that amount doesn’t cover much anymore – Should board increase ranch contribution?
- Board discussed that this should be an actual “benefit” to employees – helping with costs
- Motion to raise ranch coverage of costs from \$283 to \$500 per month for employee coverage by Mike Maher – second by Jimmie Dotson – approved
- Client Horse Show – pictures shared by MG – 20 riders participated
- Reminder of Board Christmas Party on December 14th at 6:30 at Patrick Flaherty’s

6:10PM Closing Prayer

Minutes respectively written and distributed by Michelle Bellaire, Executive Assistant, email: michelle@inspirationranch.org

Board Approval _____