



Board of Directors Meeting Minutes May 11, 2020

Approved 6.8.20

I. **Welcome** – Beth Kuchenreuther

A. Meeting call to order

Beth called the meeting to order at 6:11 pm PT.

B. Roll Call

1. Board Members Present: Beth Kuchenreuther, Lisa Krystosek, Ric Jerez, Misty Baker, and Wanda Whittlesey-Jerome
2. Excused: Marian Heyink (emergency absence)
3. Executive Officers Present: Lynn Thomas, CEO, and Janet Crandall, CFO

C. Mindfulness Minute

Wanda prepared a handout of the **RULER** method designed to strengthen our emotional intelligence during a pandemic. This five-step method was created by Brené Brown and Marc Brackett and published on April 24, 2020. The steps are *to Recognize, Understand, Label, Express, and Regulate* emotions, especially during such stressful times as these.

II. **New business** - Beth Kuchenreuther

A. Review and Vote - minutes from April 13, 2020 board meeting

Misty moved and Lisa seconded the motion to approve the April 13, 2020 minutes. Ric abstained due to his absence from that meeting. The motion carried unanimously.

B. Impact of Covid-19 – Operations and Training Structure/format

This discussion was postponed until later in the meeting.

C. Training Schedule Revisions – 2020

This discussion was postponed until later in the meeting.

D. PPP Operational Loan(s) – 2020

Lynn and Janet shared information about the PPP loan secured from Chase Bank. The funds were directly deposited to the Eagala account. They had applied to three banks, including the Bank of Utah. Eagala is building a good relationship with that bank, but chose to accept the funds sent directly from Chase. Lynn and Janet are also going to apply for an Economic Injury Disaster Loan (EIDL) for a six-month budget cushion. The PPP loan funds eight weeks of payroll as long as Eagala has the same head count of employees during that time.

E. Update - Farm/rural taskforce – Lisa

Lisa shared her experience with this taskforce, now called the “Rural Taskforce.” The people involved are expanding the scope of their work to include rural and tribal communities. Lisa shared their internal/external fund-raising efforts, including participation with Farm Aid, and educational plans for developing cultural competency training specific to their expanded scope. They are reviewing the VA grant for usable language and programmatic components as they pursue future rural mental health grants. The expanding focus on Eagala practice in rural and tribal communities is planned to lead to the development of future Eagala certification specializations.

III. **Committee Reports**

A. Finance Committee – Ric



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1. Update and discussion of Financial Reports during Covid-19 pandemic: training adjustments and impact on budget/projections
Ric had no update to report at this time. Discussion moved forward to the next items on the agenda.

2. Review and Vote - 1st quarter financials approval
Lisa moved and Wanda seconded the motion to approve the 1st quarter financials. The motion carried unanimously with minimal discussion.

3. Review and Vote – Revised Budget 2020
Lynn and Janet shared a general update on the projected 2020 budget as of April 2020. Lynn reiterated that budgets are a “roadmap” for moving forward and making informed decisions. In the time of Covid-19, there is much unknown; therefore, she and Janet will keep the revised budget formulas as they are for the time being, using the “amended” budget until further decisions must be made.

Beth asked Janet to provide more detail on the spreadsheet that would indicate the changes being made with trainings to show projected funding decreases. This more detailed information, along with the budget formulas, helps board members understand the amended changes and their impact on the bottom line. For the link to Dropbox budgets folder, go to: [\(Dropbox link removed for minutes\)](#)

Wanda moved and Ric seconded the motion to approve the amended 2020 budget. The motion carried unanimously.

B. Governance Committee - Marian Heyink

1. Review and discuss Eagala’s Articles and Bylaws
Due to Marian’s absence, this discussion was deferred to June.
2. Assess and discuss current needs for board composition and recruitment
Due to Marian’s absence, this discussion was deferred to June.

IV. Executive Officer Report - Lynn Thomas

Discussion led by Lynn focused on the board reviewing the latest draft of a new waiver form that would be implemented for all persons and host facilities participating in upcoming face-to-face trainings. This waiver includes Covid-19-related guidelines and Eagala expectations for participants. Lisa suggested adding links in the waiver to include the CDC and other federal, state, and local Covid-19 guidelines in force in specific Eagala training communities where host facilities conduct business.

Lynn shared exceptionally good news! The weekly member connect calls and regional member connect calls are gaining momentum, and former members are returning, in part due to the support they are receiving from those calls. Networking meetings are being held on Zoom, and live streaming videos focusing on skillsets are available now. Eagala is collecting member highlights to share. The focus on social media and marketing is moving forward with positive feedback from social media equestrian influencers, among others. Lynn shared the newly crafted Eagala Communications Library – an extensive resource for the Eagala organization and its members. Plans are to prepare a “show and tell” video of the creation of a professional program brochure using an existing program’s brochure with updated content



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from the library. Individuals writing grant proposals will find excellent resources in the language and messaging of the library, as will internal/external marketing efforts.

Thanks to the Eagala leadership and staff for working so hard on this library, and thanks to Lee and Soul Story Creative for facilitating this process. Lynn encouraged board members to join with the regional directors on a conference call in the near future. They are working to contribute their unique regional perspectives and goals for inclusion in the updated 2020 Strategic Plan. Beth asked to join the call on Thursday May 28 at 2 pm MT. Thanks Beth!

Lynn and the board then discussed the ramifications of Covid-19 on the structure of Eagala. Included was discussion of a probable evolution of leadership and staff roles to adapt to a financially unstable, unpredictable business environment. A discussion of organizational alignment with the updated Strategic Plan was followed by a brief envisioning of what restructuring the organization might look like due to the impact of Covid-19. The board recommended Lynn seek professional consultation to assist with developing reorganization strategies. Included would be assessing the feasibility of strengthening regional support while decreasing face-to-face trainings and increasing virtual trainings.

V. Other Business - Full Board

Ric asked the board to consider dates for the Fall Advance. During the Lexington 20/20 conference, Ric was asked to consider hosting the upcoming advance and agreed to hold it in person at his facility this coming fall in Oklahoma. This topic will need to be added to the June 8, 2020 meeting agenda.

May 2020 Eagala Board Committee Calendar Action Items (To report during June Full Board Meeting)	
Finance Committee	Governance Committee
Submit and vote 1 st quarter finance report to Board	Report on April's reviews
Report on April reviews	Report on current needs for board composition and recruitment objectives for the year

VI. Adjourn – Full Board

Ric moved and Misty seconded the motion to adjourn. The motion carried unanimously. Beth adjourned the meeting at 8:30 pm PT.

Next Board of Directors Meetings:

Monday, June 8, 2020 via Zoom @ 6pm PT; 7pm MT; 8pm CT; 9pm ET

Minutes respectfully submitted,

Wanda Whittlesey-Jerome

Eagala Secretary of the Board, 2020 – 2021