



# CANADIAN ARABIAN HORSE REGISTRY

## CAHR BOARD OF DIRECTORS MEETING

November 9, 2016

### MEETING MINUTES

Teleconference called to order at 6:02 pm MST

**In attendance:** Tex Kam, Bob Wasylyk, Mike Steenhart, Dana Romijn, Cameron Prowse, Greg Lymer

**Not in attendance:** Jill Barton, Marcia Friesen, Leslie Harper

- Dana Romijn was introduced as new treasurer for CAHR at the end of 2016 with explanation of Bob Sproule's resignation at the last AGM in December 2015.
- Tex Kam mentioned that the minutes of the meeting from the last "Directors Meeting" are available should anyone want to see them. There was no business to discuss pertaining to those minutes as the meeting was several years ago.
- Current financial situation as of Nov 09-2016 was discussed. In 2006 there was approximately \$75,000 in the CAHR bank account. It was noted that the Arabian breeding business has been on a rapid decline worldwide, and the CAHR has been dramatically affected. A "Line of Credit" was negotiated with Alberta Treasury Branches approximately five years ago. CAHR currently owes approximately \$65,000 to the Line of Credit and

\$8000 to the credit card. A large part of that use of the LOC was due to a lawsuit in Quebec that CAHR was named in. The CAHR President and Registrar are working on increasing the Line of Credit for ongoing costs and the Board of Directors agrees that this is necessary. Discussion was had on whether we increase the “Line of Credit or Remortgage the buildings”. Decision was for Tex and Dana to consider both options and report back with a plan.

- Tenants in our upstairs unit have given notice to vacate at the end of their lease in June of 2017. CAHR owns outright, two separate titled units. It was discussed and decided to use a commercial leasing agent to get both units into a lease situation. Tex Kam has been authorized by the board to proceed with hiring the leasing agent. The leasing agent will take the first three (3) months rent as his fee to find a suitable tenant, with a term estimated between 2-5 years. A new lease is approximated to generate \$13 per square foot for CAHR, down considerably from rates of \$17.00 square foot currently. The Alberta economy has driven vacancy rates very high for commercial space, so it is anticipated that new tenants may not be easy to find.
- It was discussed and decided that a space in the upstairs unit will be retained for storage for CAHR historical documents and backup files. This will require some minor renovations to the building, up to and including the installation on one or possibly two doors. Tex Kam has been authorized to proceed with renovations when the funds are available. Tex Kam has negotiated a reasonable arrangement to have this space by mid December 2016.
- Current negotiation information with AHA in regards to them taking over the “Data Entry Portion and Daily Customer Service Functions of CAHR” was emailed to all board members prior to the meeting. Tex Kam gave a summary of the email contents prior to discussions. There were no questions or concerns regarding the information. Cam Prowse called in at 6:30 p.m. to answer any legal questions, of which there were none.

Dana Romijn made a motion that was worded by Cameron Prowse of Prowse Chown that was as follows :

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***That CAHR enter a contract with the Arabian Horse Association (AHA) for the provision of registration services by AHA for the registration of Canadian Arabian and Half Arabian horses, and that Tex Kam and Bob Wasylyk be authorized to finalize the terms and execute the agreement on behalf of CAHR.***

***The terms of the contract may include (but are not limited to) the following:***

- 1. AHA shall manage all aspects (data entry, data processing, database management, Canadian certificate generation) for all Canadian Arabian Purebred and Part-bred Arabian horses.***
- 2. CAHR to set rules for registrations.***
- 3. CAHR will set prices for membership in the CAHR and for the registration of Canadian horses.***
- 4. AHA will charge in Canadian funds***
- 5. Periodic transfer of funds from AHA to CAHR***
- 6. Revenue sharing on a reasonable basis***
- 7. AHA will take over and perform all customer service functions***
- 8. A minimum of a ten year term***
- 9. Renewals on a reasonable basis***

- Greg Lymer seconded the motion

- All in attendance were in favor, Leslie Harpur and Marcia Friesen sent “in favor” proxy votes via email to Bob Wasylyk.

- Tex Kam estimated that moving ahead, that we will need approximately \$20,000.00 annually in revenue to carry on the business of the Registry. Some of the following costs will include:

- o Year End Financial Preparation Costs
- o Book Keeping and File Maintenance
- o WAHO Costs
- o Registrar Honorarium
- o Misc Office Expenses
- o Travel

- The \$20,000.00 is expected to come from AHA, as AHA will turn over all CAHR membership money collected and the financial “differential” between member and non-member rates. It was recommended that CAHR, eliminate all multi year memberships moving forward and just offer annual memberships.

- Once AHA has taken over CAHR operations, Cameron Prowse will work with us to set up a “Trust” sometime in 2017. The Trust will hold all the CAHR assets, most importantly the buildings, to protect against any possible future litigations and problems
- It was discussed that the CAHR rules need to be adjusted to mirror those of AHA, for ease of operations. CAHR will need to familiarize themselves with the necessary rules changes needed and push forth with said changes so that AHA and CAHR utilize the same rules. It is estimated that the rules changes will be few and mostly affect “Embryo Transfer”.
- It was decided by the CAHR board members in attendance that Gerry Levasseur and Robert Sproule will be granted honorary lifetime memberships with the CAHR, for their involvement in obtaining the buildings and their dedicated past service to CAHR. Without those current assets, the CAHR would not be able to continue in any capacity.
- An Annual General Meeting was scheduled for December 8, 2016 at 6:00 pm.
- Meeting adjourned at 7:03 pm.