



🏠 **Location:** Home via Phone  
📅 **Date:** October 29<sup>th</sup>, 2020  
🕒 **Time:** 8:30 EST

## **ILR Show Superintendent Committee Meeting Minutes**

### **In Attendance:**

**Merlene Anderson (Chair), Mary Jo Miller, Deb Yeagle, Amanda Wick,  
Ramona Simpson (Board Liaison)**

- I.** Meeting called to order about 5:48pm
- II.** Justin Pelletier asked to be removed from committee for now, so a new secretary needs to be appointed. Merlene asked Amanda to volunteer, Amanda accepted. New secretary, Amanda Wick.
- III.** Committee Members reviewed a new Show Superintendent Manual they've been working on, made several corrections. Merlene to email committee updated copy.
- IV.** Merlene tasked committee with finding and forwarding her appropriate forms for running a show to add to the manual. Mary Jo – Fleece forms. Deb – Halter forms. Amanda – Performance forms. Ramona – Administrative forms.
- V.** The idea was brought up that it would be extremely useful to have a video tutorial on how to set up and use ShowManager. Merlene is checking with grandson, Sam on how much he would charge to do this and Amanda is checking with Susan to see if a mock show could be set up for said video.
- VI.** Amanda motioned to adjourn meeting 7:20pm, Mary Jo seconds.