

OHSET State Board Meeting Minutes – March 18, 2012

In Attendance (Underline denotes voting)

Candi Bothum (State Chair), Karissa Dishon (Vice Chair), Karren Cholewinski (Treasurer), Kelly Makinson (Awards Coordinator), Denise John, Wendy Bernards, Emily Bernards (Willamette), Phil Armstrong, Chris Dinsmore (Northeast), Karen McKenney, Jan Harer, Emily Jones, Bethany McKenney, Scott Chauncey, Donna Espelien (Northwest), Lori Grimmett, Mandi Hanson (South Valley), Peggy Smith (Southern), Anne Geser, Pam Steinke (Central), Teresa Hoffman (North Valley), Bill Weir (Co-ops), Debi Ferrer (Secretary)

Minutes from December Meeting

No corrections to the December minutes were noted. It was moved and seconded to approve the December 2011. Vote – Approved unanimously.

Treasurer's Report

- Karren said that everyone should have received the latest bank balance reports and a budget vs. actual expenses by email.
- Under expenses, fines and late payment fees, there was a late filing of a couple IRS forms, and we have written letters asking for forgiveness of fines, but we have gone ahead and paid the fines, hoping that they will be dismissed.

Scholarships

- Donna said a few are starting to trickle in.
- Districts need to send her names and contact info for scholarship judges.
- Donna will lump the various documents together for each athlete into one pdf file to make it easier for judges to keep track of everything.

Rule Changes

Please send to Karen as you think of them. We want to get rule book as perfect as possible.

Topics to be voted on from January email

- Team sizes; It was moved and seconded to approve team sizes as follows; Vote – approved unanimously
 - 1-3, 13 teams – mini
 - 4-6, 37 teams – small
 - 7-10, 33 teams – medium
 - 11+, 25 teams - large
- Denise is prepared to take on the role of state treasurer, but cannot be appointed until a state chair is elected in June.

Logo

- Karissa presented the new logo along with requirements for use.
 - Collegiate font.
 - Any color, any size, outlined or not.
 - One color makes it less expensive, and can go on any color shirt.
 - Horse may be on or not.
 - Must be used as a whole, not cropped.
 - District and or Team names may be placed above or below, but not before it.
 - The letters OHSET must remain together and be presented as a complete word.
- Denise moved to approve logo, it was seconded.
- Discussion
 - Donna suggested we need to vote on logo only, then decide on colors separately.
 - Candi said she would look at color combos for letterhead and business cards and send those out for approval later.
 - Who has permission to use logo? Any district or team may use it for award, banners, etc. without calling for permission.
 - What about vendors? Donna said she thinks that if teams order clothing from a business, there doesn't need to be a fee paid, but if a business decides to print things with our logo and then sells them, there should be a kickback that comes back to OHSET. Phil said we'd have to enforce it or we'll have problems.
 - Do we have enough volunteers to enforce requiring permission and fees for use? Candi suggested it might not be worth our volunteer time.
 - Maybe when people contact us for permission, we could suggest that in exchange for using our logo, they sponsor an ad in the rulebook or sponsor a class for the state championships.
 - Pam asked if we have to do anything legally to register a trademark in order to market our logo. Candi said her recollection in talking with our lawyer previously, was that as soon as we start using the logo, it legally belongs to us.
 - We could watermark the logo so people can't use it unless they contact OHSET for permission.
 - Donna said that we need to get these products with our logo on the website for sale. Sales on the website could provide revenue for OHSET.
 - Bret said that maybe it's more important to get the logo out there and not worry about trying to collect fees. Having the brand out there may bring more into the organization in the long run than a few
 - Karissa said main reason she wants to require permission so as to make sure rules are followed, but not require a fee.
- Phil moved to do just what Karissa said, Chris seconded. No further discussion. Approved unanimously.
- Chris moved to get clothing on the website, and possibly put out an RFP for some vendor to take responsibility for running the online store. Karissa said that we could have more than one vendor...money comes in to OHSET through PayPal, order goes to vendor, OHSET pays vendor a percentage to vendor. Chris said it sounds more

complicated. The consensus was that we are ready to move forward on the store. We don't need a motion, we need a deadline. Karissa said she can probably have an RFP by April meeting, giving vendors a couple weeks to get something ready to put on website, and have store functioning by the state meet.

- Peggy suggested that when people ask for permission, and we send them the rules, we have some statement suggesting they consider a donation to OHSET in some way.
- Vector files are the best for sending out to be used.
- Candi and Karissa will send out a file and the rules for use to district chairs.

Cattle for State Meet

Candi had sent out the three bids she received by email. Discussion:

- Matt's bid is not separated out to show what cattle costs are for each event, he was given the opportunity to do so and chose not to.
- Steinkes have provided roping and daubing cattle for Central district for about 8 years.
- Martin Cattle Company has provided team penning cattle to Central District and also Rimrock Riders team penning events for years. Always works out well.
- Donna said that Matt's bid is considerably less in dollar amount. She wonders why Martin Cattle Company is so much more because they have fewer expenses. She also expressed concerns regarding complaints about Matt's cattle that were never brought up at an earlier board meeting.
- Candi said some issues she has with Matt; arena needs during the event, taking away practice time from athletes; last year, one of his people got bucked off, so she has concerns regarding liability.
- Phil suggested putting up a temporary wall for roping and daubing. Candi said we could do that.
- Karissa said that by the time you factor in the hay and grain that OHSET has to buy for Matt, his bid comes closer to \$2600, so there's not much difference between the bids. Also, time they need in arena to train their cattle is a problem for scheduling. Would like to see the "donation" separated from the cattle contract. When it's included, it's not really a donation, but instead a discount on services.
- Todd couldn't be here today as they have a meet, so he asked Karissa to present his opinion: Todd feels Matt has been good to his district; He mentioned a time when district accidentally overpaid, Matt came right back and corrected it.
- Peggy had concerns about left-over hay from when State was in Central Point...she felt it should have been returned to the district.
- Donna said that Matt needs the extra time to train his cattle because they haven't ever run in these arenas before, while other bidders have. Also, we don't have to get the hay for Matt. We could put that back on him if we choose.
- Phil said the dollar figure that Matt has given Northeast District has not changed in several years, and that has been a huge financial help to Northeast.
- Karren said she wishes Matt had kept his donation separate from his bid so we could compare these bids better.

- Karissa said judges are used at district meets, but not necessarily at state meet. There's no reason we have to feel obligated to use same cattle contractor at state meet that we use at district meets.
- Bill said the difficulty is that our RFP was not specific enough to be able to compare contractors so carefully.
- Peggy asked which set of cattle will provide best opportunity for athletes to showcase their talents. Candi said that's probably hard to compare because one group hasn't seen the other cattle.
- Donna said she doesn't understand why the bids from Central Oregon are not cheaper.
- Candi asked Teresa to give an opinion about the two sets of cattle as she has judged both. She said Matt's cattle are less respectful, don't move as well, sometimes lay down and kids get called for roughing the cattle. This is for team penning. She said roping and daubing is pretty even.
- Brett said Matt's cattle are typically pretty easy to get times on for roping and daubing, but they are used to having a wall. We can put up a wall at State.
- Theresa said in future, if same cattle companies are used in districts as state, we should ask for fresh cattle. We can't do it for this year, but we can for future.
- Bill suggested we vote. We'll never get consensus.
- Donna moved to go with Matt Richards, it was seconded. Vote: In favor 10, 3 opposed, 0 abstentions. Pam Steinke left the room for vote. Motion passes.
- Candi asked for direction in working with Matt.
 - We will ask him to provide his own feed. We'll provide him with names of some hay providers.
 - What have we agreed to? Letter says Matt can provide the hay, so we need to ask for him to provide his own feed. The question was asked will he lower his donation if he has to provide feed for the cattle. Karissa said the donation is part of his bid, so if he backs out, the board decision may be different. Part of his bid is asking to carry a flag. There was some discussion about the fact that his donation of \$1800 is not totally a donation, because we are paying him more for his contract, then he's giving some back. The consensus was that our SOG says for donations of \$500 or more, they can have a flag, so we'll do it this year. But in future, we will make RFP more specific.
 - Anne suggested there may have been some issues with alcohol around their campsite, so Candi will include guidelines about that.
 - Denise said that his kids were running around on ATVs at the meet last year and no one else is allowed, so we need to make sure that doesn't happen this year. Candi said she will have him camp in a different place.

Co-ops.

South Valley - Glide HS with one rider would like to coop with Roseburg which has 10 riders. The one Glide athlete actually went to Roseburg and moved, so it doesn't change numbers for Roseburg. This move happened before the last meet. Schools had paperwork turned in before second meet, but district had a misunderstanding and didn't get paperwork into state. Consensus is to not punish kids, so we'd like to approve this retroactively. Motion was made and passed unanimously.

Open Enrollment

Peggy asked if we have something in place for coming "open enrollment" in schools. Bill said currently, schools have to agree to have kids move and have money go with them. New rules will allow kids to move without the sending school's approval. However, the law is that athletics can't be a part of the reason for transferring. Also OSAA will not change their rules, so athletes will not automatically be eligible if the transfer to another school district in which they do not reside.

State Board of Education

The State Board of Education is no longer in business of regulating interscholastic activities. So we do not have to get approval from State Board of Education any longer. Also, it means that our board is now the highest decision-making entity. Our decisions cannot be appealed to the State Board of Education.

Electronic Meetings

As long as two things happen, electronic meetings are okay.

- All directors participating must receive information simultaneously (or it must be sent to all directors simultaneously).
- There must be notification in advance, notification of start time, end time; a separate email must be sent for all three voting members from each district.

All other meeting rules apply. We can do this, if we follow the rules. Bill pointed out that there are advantages and disadvantages of each. We would also need to revise our by-laws. Candi said we would use this for emergencies, or possibly for meetings in winter. Scott said we might be able to have more frequent and shorter meetings.

Rules Interpretation

- It was moved and seconded to allow roping reins in working pairs as optional equipment.
- Discussion:
 - At two districts, kids who rode with roping reins were DQ's, though later reinstated.
 - Consensus was that Working Pairs is sort of an entity of its own but has been judged as a performance class.
 - Some opinions were that since we have allowed other tack that is not generally allowed in western performance classes, we should allow roping reins.
 - Wendy said we also need to honor integrity of rules.

- Candi said to her, the rule is somewhat ambiguous, so it's not really a breach of rules, but rather cleaning up of the rules.
- Karissa said that from her standpoint, first she said they were DQ'd, then judge changed her mind so they got their points re-instated for that meet only, but were told they will have to ride as Western Horsemanship rules if they ride western.
- Donna said she thinks we have to allow roping reins because kids have already been riding with them.
- Peggy said she wants it to be Western Horsemanship because, like Karissa, she wants to support the decisions that they have already been made.
- Candi suggested that we finish our season as is, allowing roping reins, then at state, don't allow roping reins. (We change patterns anyway). Phil said he would interpret the rule the same way as Karen, but if that's not how most people have interpreted the rule, we should go with how most people interpreted the rule to this point, which is to allow roping reins.
- Peggy said there may not be sufficient time to make sure everyone knows rule before district meets, but we can do it before state.
- Donna said she doesn't want to disallow roping reins, because we do allow hackamores in Working Pairs, which is not allowed in Western Horsemanship.
- Call for vote....9 in favor, 5 opposed. So that will be added in rule book online. Candi suggested if people disagree, consider submitting a rule change for next year.

Letter to District Chairs about Sportsmanship and Character

Everyone agreed that Candi's letter was great. Now, we need to get it out to teams. Candi has had a number of calls, people trying to push the envelope regarding the rules all the time. She has had to talk to more school administrators this year than all the other years combined, and the difficulty threatens the future of OHSET. We should think of our meet venues as if they were a high school gymnasium, so volunteers, athletes, and spectators should have same rules as we would at a gymnasium. Candi encouraged us to invite administrators to meets, but make sure the meets are cleaned up. When they do go, they are quite amazed at the program. Phil suggested Candi write a letter to legislature telling them that an unintended consequence of their action to stop overseeing interscholastic activities is that schools may stop supporting these activities. Candi said she would write a letter.

Judges' Evaluations

Please give evaluations to JoAnn. Chris said she wished there was more information about the judges on the website, but Karissa said part of the problem is that JoAnn is not getting the evaluations. JoAnn also needs information about which judges districts hire because some judges might not be certified. Karren said the State Treasurer knows who each district hires. Bill suggested that maybe we need to make some requirements in order to get judges evaluation forms returned. One district doesn't give out score sheets until judges evaluation forms are turned in.

Accident Insurance

Jan said to please send in accident report forms. She's getting claims, but no accident report forms. Any time there is an accident, send in a form, even if there is no apparent injury. They may file a claim later.

State Meet Budget

Karren provided a proposed budget for the State Championships.

- One change for this year is to have a veterinarian on the grounds. The vet we've hired is a former OSHET athlete and we'll pay her \$100/day plus mileage and lodging. This is a very good deal. With this many horses, we really need a vet on the grounds.
- We'll go with the local EMT people again. That went well so Candi doesn't plan to send out an RFP again.
- "carts" line item should say equipment rental (including golf carts).
- Stall fees are going to be \$5 more this year, but cost to state will be the same.
- Two ways to sign up for camping – Call Fairgrounds to sign up for RV park at \$37/night with full hookups. Or, go through OHSET and camp on the grounds with electricity only for \$25/night.
- Candi is applying for a grant again, which she got last year. Hasn't heard yet about it.
- Denise moved and Phil seconded that we accept this budget with the modifications suggested. At was approved unanimously.

Awards

- Big R has once again changed their staff in marketing. So Candi doesn't have an answer as to what Big R will donate. She'll let us know when she knows.
- Kelly is sending a form around that can be used to sign up for sponsoring a class.
- Should we go to the expense of state board shirts? Candi thinks it's really helpful if we can get sponsors. Donna said she would sponsor shirts for one day, but will print rather than embroider. Green shirts on Thursday, Red shirts on Friday, Pink shirts on Saturday.

State Meet Schedule

- Karissa presented a draft scheduled and reminded the board that last year we did all the gaming events in the big arena and decided that this year we would switch and do performance in the big arena. Also, we didn't like having three events at the same time.
- Do we want to try to have practices and drill events close together to help save some of those folks the expense of staying extra days? Donna said she thinks drill should be in afternoon/evening because people come to watch that more than any other event. She also said we shouldn't put another event on at same time.
- Pam said there is a HS rodeo event that weekend, but she thought it would be better to make sure team events won't interfere and athletes can make a choice on their individual events.
- A few changes were discussed.
- Order of go will be random by district.

- It was moved and seconded to accept the schedule with suggested changes. In favor – 13, Opposed – 0, Abstentions – 0.
- Karissa will get those changes out to us in the next few days.

Drawing for Districts to Carry Flags

Willamette – American Flag

North Valley – TETWP

Central – Wrangler Flag

Northeast – Horseblanket

Southern – Oregon

South Valley – Big R

Northwest – State OHSET

TriRiver Valley – Rocking R

Draw for National Anthem

Northeast

North Valley – alternate

Order of Go for Drill 4s (within district, it will go in order of bronze, silver, gold)

1. Central
2. Willamette
3. Northeast
4. TRV
5. North Valley
6. South Valley
7. Northwest
8. Southern

Order of Go for Drill 6+ (within district, it will go in order of bronze, silver, gold)

1. TRV
2. Central
3. North Valley
4. Northeast
5. Willamette
6. Northwest
7. South Valley
8. Southern

Grand Entry – For Seniors Only

- If teams don't have a senior, someone else can carry their team flag.
- It's better to have you're your seniors' names on the list, and remove them if they don't show, rather than adding at last minute.
- It's okay to list all the seniors on the team, even if they don't show up. It would be nice to have phonetic spelling for names that might be hard to pronounce.

Judges for State Meet

We have a conflict with trying not to hire the same judges for events as past years, and trying to hire best judges for events. Consensus was that we want to hire most qualified judges for events.

Points

Program is going well. Deadline for state submissions should be May 1st.
Have district points people send Scott the back-end reports.

Teen Events, Saturday Night of State

- Some districts are doing horse games. Donna said some kids would be excluded if they have minis. Also, maybe we don't want the liability of horse games.
- Maybe some games on foot. Set up a volleyball court on the dirt in the Event Center.
- We could have a big screen projector and do line dancing or movies or something.

Other Details and Announcements for State

- Feed and Tack Stalls – Be sure to order and pay for along with the rest of the stalls.
- Scribes and Gate people – find experienced people, make sure they are dressing appropriately, according to the SOGs...closed-toed shoes, long pants, long sleeves. Be on time, be early.
- Times on Schedule – One start time in morning, one start time in afternoon. Nothing could start more than a half hour earlier than posted, and only if announced in advance.
- Remind drill teams to bring own gate person
- Senior Bios – There is a template online, please try to stick to them. 8.5 x 11
- Board Meeting during state meet – Wednesday night 7 pm
- Move in time will be noon on Wednesday.
- Basket Auction – big success, let's do it again.
- Okay to release judges' names to website? Consensus was yes, after 3rd meet of all districts.
- Pattern changes will be up May 1st. Can put judges up at same time.
- Tack sale again. Can put things up for consignment. Forms will be online shortly.
- Kids on golf carts – must have driver's license. Must behave appropriately. All carts need to say who rented them, what team, what district.
- No adults riding at state meet. No dogs in event areas.
- Can athletes be rakers in events? We haven't used them in the past, but it's not a rule.
- Phil asked if we can get a harrow and ATV for raking. Central district will try to arrange that for all the gaming events.

Next meeting is scheduled for April 14. Do we need to have it or could we just have the May 5 meeting? Consensus was that we could just have the May 5 meeting.