

## Action Items

### Motions Voted On

#### Minutes for OHSET State Board Meeting June 22, 2014

**In Attendance:** Scott Chauncey (NW), Donna Espelien (NW), Sherri Henry (SV), Erica Henry (SV) – Youth, Sue Lowe (SV), Anne Geser (C), Marty Hopper (C), Dave Haring (NV), Teresa Hoffman (NV), Chris Dinsmore (NE), Jenny Bryne (NE), Allie Bryne (NE) – Youth, Norman Fincher – (S), Angela Martin (S), Rebecca Lynn Martin (S) – Youth, Nick Meuret (TRV), Wendy Bernards (W), Sonya Kunkle (W), Katie Renner, Karen Haring, Bill Weir (By Laws and Co-Ops), Denise John (State Treasurer), Karissa Dishon (State Vice Chair), Candi Bothum (State Chair), Jan Harer (State Secretary) (Those names underlined are the voting members from respective districts.)

#### Vote Count – 18

##### Minutes –

- No corrections or changes to the May minutes.
- Wendy motioned to accept the May minutes. Dave seconded the motion.
- No discussion.
- Vote: Unanimous. Motion passed.

##### Treasurer Report –

- Denise had sent all the reports out by email.
- How much was the fundraising at the state meet?
  - Tough Enough To Wear Pink Sales was \$300.
  - Tennis Ball Fundraiser was \$776.
  - Denise will need the address of where to send the check for the Tennis Ball fundraiser.
  - Raffle Baskets was \$573.
    - The raffle baskets are not covering the costs for the districts.
    - We need to do something different.
    - Was not well advertised at the meet.
    - Was not announced.
    - Need to have flyers for the baskets.
  - Tough Enough To Wear Pink will go to Sara's Project.
  - Denise will need to provide Candi will all fundraising information.
- Year End Reports were sent out to all the districts.
- Also Reports for those schools that do not run their checking accounts through the school.
- These are due back in August. Need to include your account bank statement from June.
- Our fiscal year is July 1 – June 30.
- Please do not include judges mileage or hotels in your judges expense.

- Please call Denise if any questions.

## Old Business

### Debrief State Meet –

- Schedule –
  - Seemed to work well.
  - Dragging –
    - Need to have a better drag schedule.
    - Start with “fluffy” dirt and work towards packed – for the day.
    - Set up needs to be taken into account when a drag needed.
    - Different events require different surfaces.
    - Maybe rethink where and when Driving is.
    - Gaming arena needs to be locked after the drag in the morning.
    - Flip/flopping arena (for events) doesn’t help with drag schedule. Still needs to be considered in schedule.
  - The arena needs to be “full” (an event going) all the time. No down time – especially in the event center.
  - Cattle –
    - Settling –
      - Had some outside comments from Matt and others on how the cattle were settled for Team Penning.
      - Candi has talked to Matt about this. Will talk to him again before the regional meet.
      - Discussion on how to settle cattle based on how Matt does it and how the individuals did it at state.
      - Matt was shown the proposed rule book guidelines on how to settle cattle. He agreed with it and to it.
      - There are still some questions about settling – How fast to go through the herd? What if a horse bits the cattle? How is it to be done?
    - Cattle Provider –
      - There seems to be the perception that Matt shows favoritism to certain teams. Was seen at the state meet.
      - Need to do some RFP for different cattle providers.
      - Other districts are going out to get other cattle.
      - Asking Matt for fresher cattle at their meets.
      - But remember – Matt does a lot for what we get. Be careful that you are comparing “apples to apples” when looking at other cattle providers.
      - Concerns with other activities that Matt scheduled at the state meet. Reminded him that this is the state meet and the arenas are for the athletes.

- Need to provide Matt with arena time – needs to be on the general schedule.
- Judges –
  - Were good.
  - There was a perception that some of the judges were not treating all athletes fairly.
    - Talking to the athletes they knew.
    - Mostly from performance judges.
    - Will need to talk to all judges at the judges training.
    - Communication to athletes for all judges when judging, needs to be the same.
- Stalls –
  - Were good. Thanks Karissa, Dave, and Karen.
  - Can we have fans on the outside portable stalls? Yes, with appropriate cords. Can plug into the generators from the portable lights.
  - Are fans allowed in the barns? Yes, with appropriate cords.
  - There was some confusion on when the lights were to be shut off in the barns. Who does it?
  - Will put on schedule when barn lights will be turned off.
- Camping –
  - Was good. Thanks Marty.
- Fund Raising –
  - See above discussion under Treasurer Report.
  - Can we have the athletes sell raffle basket tickets? No, would rather have them sell the tennis balls.
  - Mention in the athlete packets about the basket raffle. Also what the money will be used for.
  - Move the baskets down to the office level. Makes it hard for the workers – can't see the events.
  - Make more room for the tables and have in a more visible area.
  - Will be set up in a better location next year.
  - Go back to silent auction with smaller baskets.
  - No basket worth more than \$200.
  - Jenny will head up the raffle baskets/silent auction at the next state meet.
  - Have different items for each day.
  - Have the athletes promote the tables.
  - Districts can send checks directly to Jenny for the baskets – she will then make up the baskets. (For the 2015 State Meet.)
  - Competition between districts with the baskets.
- Scholarships
  - Went a lot smoother this year.

- Each athlete's application was sent out in one file. Judges liked it this way.
- Do we need to educate our judges? Based on some of the scores that came in on some of the applications. They do have a score sheet.
- Yes, we do need to educate them. Applications need to be looked at completely and thoroughly.
- Have instructions for what the judges should be looking for on an application.
- Our due date for the applications is too late. Want to be able to recognize these athletes at their school awards assemblies for seniors.
- Will discuss this at the District Chair Work Session.
- **Denise does need a list of the winners from Donna.**
- Vet –
  - Did rounds in morning and evening.
  - Had a situation where a vet was needed. Called the one who did rounds. Said could not be out for 3 hours.
  - The vet that comes for rounds is only looking for sickness.
  - Candi did call other vets in the area to let them know we were going to be at the fairgrounds.
  - There is a list provided in the athlete packet.
- Other –
  - A couple of years ago the state meet was hosted by a district. They were in charge of setting the meet up and tearing it down.
  - The state meet is now hosted by the state board.
  - Has worked out very well these last few years.
  - However, there were not many people who stayed after the awards to help tear down.
  - We have a number of people who come early to help set up. But also need people to stay and help tear down.
  - Please plan on coming early to help set up or stay late to help with tear down.
- Raffle
  - Karen needs to talk to the Southern district. Val will be able to answer her questions.
  - We made between \$25,000 and \$30,000 on the raffle. After expenses – will gross at least \$20,000.
  - The \$200 incentive that was to be used by the districts – will be mailed out as soon as all the paper work in completed.
  - Will be better organized next year. Will have different forms and the tickets will be numbered.
  - TRV is still not going to pay for their lost tickets. However, the balance due has dropped to around \$200. They had a donation of \$100. Can this be used against the balance due? Yes.

- Are we going to do the raffle next year? Will discuss at the next meeting.

#### Regional Meet Preparation Continues –

- Who is going to settle the cattle? The individuals who were at the state meet will not be there.
- Award Sponsorships –
  - Need districts to get their \$400 sponsors in.
  - Still waiting for NV, S, and TRV.
  - Some districts came in over the requested \$400.
- Alternate Between the States and Regionals –
  - We need dates from WA for next year's Championship
  - Then OR needs to schedule dates for the 2016 Championships.
  - Can we move our State Meet? Up earlier?
  - We are already contracted out for 3 years.
  - Can we offer to host the Championships next year if WA can't?
- Equipment –
  - Please put all the equipment back in the trailer where it belongs.
  - Anne will be there to help with making sure the trailer stays organized.
  - **NV will bring their Dressage chains and spikes.**
  - Is it possible to assign districts jobs that have their athletes in them? We don't know who is actually competing. We do know who qualifies and the alternates.
  - NV did not receive the job assignment spreadsheet. Candi will email it to Teresa.
  - The banners for the end of the wall that are used in Team Penning – are in poor shape. Nick will bring tarps to replace them for the meet.
- Stalls –
  - The stall layout will be sent out Monday morning.
  - **Karissa needs it back by Tuesday evening with teams assigned.**
  - We need about 350 stalls. Had to order some portables at an extra expense.
  - Haul-ins – how do we know these athletes have paid? District chairs are/were responsible for collecting this.
  - What about issuing wrist bands for those athletes that have paid? May have to think about it if we don't collect all the fees for this year.
- Camping –
  - Will be very tight. Can't guarantee that your camp spot will be on grass.
- Opening Ceremony –
  - Will just have a flag ceremony. Just six flags.
  - Need an athlete to sing the national anthem.
  - **Wendy and/or Sonya will get the list of athletes who are carrying flags to Nick.**
  - **Those carrying the flags need to meet with Nick in the office right after Trail.**
- Board Shirts –
  - Board members who will be at the Championships need to wear their shirts.
  - OHSET will pay for half of the shirts.
  - The cost to OHSET would be \$360.

- Wendy motioned for OHSET to pay for half the board shirts used by the Oregon board members at a cost of \$360. Sue seconded the motion.
- No discussion.
- Vote: 12 yes, 5 no, 1 abstain. Motion passed.
- Please send a personal check to Denise for your half – if you ordered a shirt.
- Donna will provide a list to Denise.
- Three different colors. They are long sleeve.
- Other –
  - Will this meet pay for itself? Yes – think it will.
  - Any vendors coming? Yes – about 10 will be there.
  - Reining Pattern –
    - Oregon used this pattern this season.
    - Is that fair to the Washington athletes?
    - What pattern did Washington use this year? Not sure.
    - Washington is aware of the pattern and that we used it.
  - All athletes will wear a state sticker. They will use the same number they used this season.
  - A detailed schedule and general schedule will be sent out.
  - Central district will provide greeters for the meet. They will need help on Friday and Saturday.
  - Candi will be acquiring the quad.
  - Board members need to be at the meeting scheduled for 7 pm on Thursday evening. Will be in the judges room.
  - Please come early if you can to help set up.
  - Bulk shavings were donated.
    - Athletes will bed their own stalls.
    - Please strip your stalls – not into the aisle way – to the manure bin.
    - If in the Sagebrush stalls – do not have to strip.

#### Items for November Work Session –

- Attorney Recommendations
  - By-Laws
  - Other Documents
- Scholarships expectations
- Moving start date for the season – allow practice to start earlier
- Facilities
- Annual schedule

### **New Business**

#### Officer Nominations and Elections –

- Currently the nominations for State Chairperson is Candi Bothum. The nominations for Vice Chairperson is Karissa Dishon.
- No other nominations.

- Dave motioned to close the nominations and elect Candi Bothum for the position of State Chairperson. Sonya seconded the motion.
- No discussion.
- Vote: 17 yes. (A district officer had to step out of the room – thus the total vote count is now 17.) Candi Bothum elected State Chairperson.
- Wendy motioned to close the nominations and elect Karissa Dishon for position of State Vice Chairperson. Sonya seconded the motion.
- No discussion.
- Vote: 17 yes. Karissa Dishon elected State Vice Chairperson.
- The Treasurer, Secretary, Judges Chairperson, and the Rules Chairperson are appointed by the State Chairperson.
- Sonya motioned to approve the appointment of Denise John for State Treasurer, Jan Harer for State Secretary, JoAnn Oswald for Judges Chairperson, and Karen Bragg for Rules Chairperson. Dave seconded the motion.
- No discussion.
- Vote: 18 yes. Denise John appointed State Treasurer, Jan Harer appointed State Secretary, JoAnn Oswald appointed Judges Chairperson, and Karen Bragg appointed Rules Chairperson.

#### Sponsors and Recognition –

- As an organization we need to do a better job at acknowledging our sponsors for the state meet per Donna.
- Need to announce during the meet those sponsors.
- Maybe have a small special VIP section during drill nights.
- Have a small hospitality room for sponsors.
- She would like to see more visibility of those sponsors during the meet.
- We need to do this to help retain those sponsors that we already have.
- Need to acknowledge all sponsors of the meet – large and small.
- This can encourage others to become sponsors.
- Could have a sandwich type board of all those who sponsored the state meet.
- Put sponsor of an event on the gate sheets, general schedule, and detailed schedule.
- Can we do the above Scott? Yes we can do this.
- Need to also have better social media exposure for those sponsors.

#### Horse Expo 2015 –

- Do we want to do this again next year? Yes.
- Wendy will take the lead again.
- Will send out the dates.
- There is another horse expo in Clackamas County on October 11<sup>th</sup>. Will be located at Para Hava facility. Nick would like to use the table top display.

#### AYHC 2015 –

- Will be in Redmond this year.
- Please plan to attend.
- We will still plan to send athletes. They will stay in a hotel.

- Will be working on an application process for athletes that would like to attend.
- After all applications in – will pick out those who will move on for an interview.
- How many are we going to send? Need to make a decision and stick with that.

Other –

- Do we need to meet after the Championships as a board? Consensus was no.
- Need to add Rules Meetings to the calendar.
- There will be a Coaches Training on Saturday, December 6, 2014 after the annual meeting.
- Do we need to add anything, take anything away, and/or present the same at the Coaches Trainings? Consensus was the same.
- Can we shorten the Annual Meeting so the Coaches Training doesn't go so long? Nope.
- When are rule submissions due? They can be sent to Karen Bragg via email anytime.
- Discussion on compensation for our State Chairperson and State Vice Chairperson.
  - We need to give some thought to this.
  - Consider some kind of financial compensation for the job.
  - Would like to eventually have an executive director for the organization.
  - As we move forward will need to pay for the executive director position.
  - Need to start with a small amount to help with the work load required for the job.
  - Both (Chair and Vice Chair) do claim mileage for most OHSET activities and events.
  - They both need to turn in mileage and lodging for all OHSET activities and events. Anything that is associated with OHSET needs to be turned in for reimbursement.
  - They both do a lot for the organization – but there is just not enough time to do everything.
  - Donna motioned that the State Chairperson and the State Vice Chairperson are required to turn in all mileage for the OHSET organization for reimbursement. Nick seconded the motion.
  - Discussion:
    - Do we know how much this will be for the year?
    - Will this be out of this year budget or next budget?
    - Will start with the current budget.
  - Vote: 15 yes, 1 opposed. Motion passed.
- What are our current assets? What is the total?
  - We have over \$100,000. About \$25,000 is for scholarships.
- The organization does need to change where we bank. The customer service is poor.
  - Denise will be looking for a new bank.



**Future Important Dates – State Board Meetings begin at 9:30 AM unless otherwise noted**

- Judges Training; Friday – Sunday; September 12-14, 2014; Deschutes County Fairgrounds
- Coaches Training; Saturday; September 13, 2014; 9 AM; Deschutes County Fairgrounds
- State Board Meeting; Saturday; September 20, 2014; Albany Golf and Event Center
- State Board Meeting; Saturday; October 25, 2014; Albany Golf and Event Center
- District Chair/Vice Chair Work Session; Saturday – Sunday; **\*November 1-2, 2014**; TBA
- State Board Meeting; Saturday; December 6, 2014; TBA
- Annual Meeting; Saturday; December 6, 2014; TBA
- Coaches Training; Saturday; December 6, 2014; TBA