

Action Items

Motions Voted On

Minutes for OHSET State Board Meeting March 15, 2014

In Attendance: Scott Chauncey (NW), Donna Espelien (NW), Catrina Avalon (NW) - Youth, Chris Dinsmore (NE), Jenny Bryne (NE), Sonya Kunkle (W), Danielle Kunkle (W) – Youth, Wendy Bernards (W), Emily Bernards (W) - Youth, Teresa Hoffman (NV), Dave Haring (NV), Barb Walley (C), Glen Sparkman (TRV), Nick Merurt (TRV), Katie Renner (W), Karen Haring (NV), Candi Bothum (Chair), Jan Harer (Secretary), Denise John (Treasurer)

Vote Count – 13 voting members present

Minutes –

- Corrections to January minutes –
 - The state raffle money is to go to Denise – not Karen. Ticket stubs are to be sent to Karen.
 - The shavings at the state meet will be donated by Wilco and Natures.
- **Dave motioned to approve the corrected January minutes. Wendy seconded the motion.**
- No discussion.
- **Vote: Unanimous. Motion passed.**

Treasurer Report –

- Denise emailed all the financial reports earlier.
- The state budget is under the state competition.
- As the state raffle money comes in, Denise will move those monies to the savings account.
- Stated that she needs the February bank statement. Candi will forward to her.

Old Business

Confirm Phone Votes from Conference Call on February 5, 2014 –

- Coaches training exception for a coach from Molalla –
 - Motion passed to allow this exception.
- Team Sizes –
 - Motion passed to accept Option B.
- **Teresa motioned to accept these phone conference votes. Chris seconded the motion.**
- No discussion.
- **Vote: 12 Yes, 1 Abstention. Motion passed.**

Wheelchair Athlete in the TRV District –

- How are things working out?
 - Nobody has been hurt.
 - Wheelchair does not work very well in the dirt. Takes a lot of people in order for the athlete to show her horse.
 - People in the stands like it very much. The athlete is liking it. And the mom is loving it.
- Has been hard to judge the athlete – with the handicap.
 - We need to do a better job of educating out judges on how to judge these disabled athletes.
 - We need to accommodate the athlete – but not to the fault of discounting the other athletes.
 - The athlete wants to be judges correctly.
 - Candi will write up something to be given to the judges – on how to judge a disabled athlete.
- Having some issues with the some of those associated with the athlete on what is appropriate for the athlete and the safety of the athlete and others.
 - The district officers need to be respected as to the decisions that are made at the meets.
 - The district officers are giving the athlete every opportunity to compete and those associated with the athlete need to abide and respect those decisions.
 - They will continue to talk with the athlete and the family to make sure things are safe for everyone.

State Raffle –

- How is it going?
- Not many tickets are coming back in. Please send ticket stubs to Karen as they are sold.
- Will be selling at the Horse Expo.
- Incentives are working in some districts.
- Please turn in all money to Denise ASAP.
- All paperwork will need to be turned in at the end of the raffle.

Horse Expo Booth –

- Please sign up to work if haven't already.
- Will sell state raffle tickets.
- Candi will get items to sell at the booth to Karissa – who in turn will pass on to Wendy.
- Will have the display board up at the booth.
- Wendy will check to see if there are any extra tickets for admission.
- Will have tickets for admittance if working.
- Wendy will email out the work schedule.

Regional Meet –

- \$1000 seed money will come from each state.
- There will be a separate bank account for the Regional Meet that Denise will oversee.
- Each board will manage how the cow teams (Penning if in Oregon, Sorting if in Washington) are made up from the qualified teams.
 - Five teams will be represented from both states in Penning (if in Oregon) and Sorting (if in Washington).
- Will cost \$100 per athlete to compete. This includes the stall and the bedding.
 - Will be an additional \$50 for added horse.
 - This was voted on at the last Regional Meeting.
- Each district will need to provide \$400 for the sponsorship of the buckles.
 - Each \$100 sponsor will get a full page ad in the program.
 - Programs will be sold for \$5 each.
 - **This sponsorship money from each district needs to be sent to Denise by the State Meet.**
 - Sonya will send out the sponsorship form for the Regional Meet.
- There will be alternates down to the 8th place.
- Need to begin registration at the State Meet once those that qualify are identified.
- How are we going to fund this? After the first year?
 - Facility costs – we can use different arenas (less) if need be.
 - Judge costs – we will need to pay for hotel and judging fees. Teresa has volunteered to judge (unpaid).
- Awards –
 - There will be no medals awarded or patches. There will be qualifying patches to each qualifier.
 - What is going to be awarded for 3rd place? No sure as of now.
- Will have vendors at the Regional Meet. Kathy will work on that.
- A lot of the kids in the Willamette District and other districts are excited to participate and are motivated to qualify.
- This can help “get some life back into the program”.

Judges –

- Please be sure to get all your judges’ names to JoAnn.
- All judges’ evaluations need to also go to JoAnn.
 - These need to be turned in after every meet.

State Meet –

- Cattle –

- Matt responded to Candi’s email that was sent after the last board meeting. Candi had sent the email out prior to this meeting.
- His new proposal is for two years.
- Wants \$3200 per year for cattle.
- This is what the Central District spends for their cattle –
 - \$23 for penning cattle – 73 head x \$23 = \$1629.
 - \$10 each run for daubing and roping – approximately \$1000.
 - \$2700 total with no staff – just cattle.
- No other bids were sent out.
- Do we want Matt’s bid or sent out more RFPs to other contractors for the State Meet?
 - The Regional State Meet Committee will send out their own RFP for the cattle at that meet.
- Donna motioned to accept Matt’s bid for cattle at the State Meet. Chris seconded the motion.
- Discussion:
 - Accept for only one year and get other bids for the following year.
 - Contractor providing staff to handle cattle is a huge benefit for us.
 - Had another contractor a couple of years ago. Those cattle were “off the range” and were hard to settle and handle.
 - We should have sent out other RFPs last fall to other contractors.
 - We did send out last fall. Matt was the only one who came back with a response.
 - We as a state can come up with capable people to run cattle if another contractor (not Matt) is used at the State Meet.
 - Will we still get a donation from Matt? No sure.
 - The \$3200 bid from Matt is \$600 under the budget for cattle at the State Meet.
- Vote: 8 Yes. 5 No. Motion passed.
- Candi will let Matt know.

- Judges –

- Candi has heard from only one person concerning who to hire/not hire for the State Meet.
- Please get those names to Candi by the end of the week.
- Candi will send out an email with the proposed judges to hire for the State Meet.
- Please respond to Candi with any comments right away.

- Flag Draw Order –
 - United States – Northwest District
 - Oregon State – Northeast District
 - OHSET – Southern District
 - Regional Meet – Central District
 - TETWP – Tri-River Valley District
 - Wilco – Willamette District
 - Nature’s – North Valley District
 - Sponsor 1 – South Valley District
 - Sponsor 2 – North Valley District
 - Sponsor 3 – South Valley District
 - Sponsor 4 – Willamette District
 - National Anthem – Central District, Alternate – North Valley District

- Draw Order and Drill Order –
 - South Valley District
 - North Valley District
 - Tri-River Valley District
 - Northeast District
 - Central District
 - Southern District
 - Northwest District
 - Willamette District

- Registration Entries for State Meet –
 - All state qualifier backend need to be to Scott by May 1st.
 - Scott will send out an email to all district points people.

- Awards for State Meet –
 - Karissa sent out sponsor letters.
 - Candi will contact the company again for the state medals.
 - Please fax district medal orders to Roy.
 - Candi has ordered the buckles for the State Meet.
 - What are we doing for awards this year?
 - Jackets for the individual event first place.
 - Bag of some sort for the individual event second place.
 - Photo (or something from Stalnakers) for the individual event third place.
 - Are working on team awards and individual awards for those on the

- teams. Will depend on sponsors received.
 - Buckles will be awarded for individual high point in performance, team overall, timed, and versatility.
- Assignment of Duties –
 - Central District will take care of all equipment. It will be at the arena(s) for assigned crews to set up.
 - Assignments will come out in April.
 - Please let Candi know what events/jobs your district would/would not like to do.
 - All other events/jobs will be assigned.
 - All districts will be responsible for spraying their own stalls. State will label the stalls.
- Hotels –
 - Comfort Suites and Sleep-In will have blocks of rooms.
- Camping and Stalls –
 - \$75 for stalls.
 - \$40 per night for camping.
- Grand Entry –
 - Still needs some work.
 - All district chairs need to turn in ALL paperwork for their seniors when turning in State Meet entries.
 - Need a wireless microphone at the entry gate for the announcer.
 - Each district chair needs to make sure all paperwork is turned in by the deadline.
 - Athletes need to get the message about how to do the run in – safely.
 - Candi will try to get an announcer for Grand Entry.
 - Need to include all seniors – those that ride and those that don't.
 - District chairs need to police how these riders ride and make sure the athletes understand how the ride in works.
- Extra Fundraising Efforts – TETWP
 - Not much merchandise is left.
 - The tennis ball fundraiser brought in more money for TETWP.
 - The Willamette District has decided to have the monies raised go to the Ride for Taylor Kopecky Fund.
 - A saddle rack will be the top prize.

- The youth representatives will be selling the tennis balls.
- Other information for State Meet –
 - The state schedule will basically will remain the same.
 - Performance will be indoors this year. Gaming will be outside.
 - Jumping will always be indoors.
 - Schedules will be posted on the website.
 - Color and day of board member shirts –
 - Thursday – Green
 - Friday – Red
 - Saturday – Pink
 - Sunday – Blue
 - Donna will send out an email to board members asking new board members for shirt sizes.

Cost of the Rule Books –

- Prior to advertising – the books cost \$6.25.
- After advertising – the books cost \$4.75.
- Can we do an on-line rule book? Use another format? Make it easier to use on smart phones? Do we have to have hard copy rule books?
- Giving a rule book to every athlete is a protection for our organization.
- It is important that every athlete have a rule book.
 - Sometimes during Q & A time at meets, the judges inform the athletes to check their rule books for the answer to a question.
- Can we print the rule books every other year? Rule changes would be every other year.
 - Every year a pattern book would come out for everyone.
 - Would only order new books for those incoming freshmen and other new athletes.

New Business

Insurance –

- Denise sent out a memo concerning insurance.
- Only those barns that want to be listed on the policy, need to provide names.
- Every district has a blanket certificate for those barns that do not require their name on the policy.
- Denise will send out the memo again.
- Move-in dates should be covered at the meets.

- Competition dates are charged a different rate.
- District/Team fundraising –
 - Be sure to fill out the forms for any fundraising activity (that does not go through the school).
 - Non-horse fundraisers need to have insurance.
 - Forms are on line.

Points –

- Asked Don to add something back into the program that affects the Varsity number (51 rides) when doing adds/drops.
 - Don might charge us for the change/addition. Not sure yet.
- Don gave us several proposals for the points at the Regional Meet.
 - We will choose the free option.
 - Will have to hand enter those results. Will not be a problem.

State and District Records –

- There are processes for both district and state records.
- If a district record is faster than a state record – it becomes a state record.
- If a state record is broken at the State Meet – does that become a new district record for that district?
- There are no rules addressing how this is recorded.
- State records are state records and district records are district records. But that is not how these records are being handled now.
- How does the OSAA handle these records for track, swimming?
- District chairs need to talk to their districts and athletes on how they want to handle this.
- Please come back to the next meeting with a proposal.

Scholarships –

- Applications are ready to go.
- Have been updated with correct dates.
- District chairs please send names to Donna of who will be judging the applications.
- The scholarships will not get awarded until the State Meet.
- The judges need to have everything back to Donna by May 7th.
- Need to have a way to let the athletes know that all the recommendations have been turned in.
- If the applications are not complete – they should not be judged.
- Wendy motioned that all scholarship applications must be complete before Donna sends them out to the judges. Barb seconded the motion.

- Discussion:
 - Is there a process that lets the athletes know that everything has been received for their application?
 - Athletes need to gather all the information and send it by snail mail to Donna.
 - Not all people writing recommendations want the athletes to read them.
 - What if Candi received all the scholarship applications, scanned them, and then forwarded them to Donna?
 - All scholarship information should be mailed together.
 - Next year will change that the complete application will be sent together.
 - Karissa – can you please have something on the website that notifies the athletes when all application information has been received?
- Vote: 10 Yes. 1 Abstention. (Note: Some board members had to leave, thus the different vote count total.)

Paying Official Timers –

- Some districts are paying the timers what the judges are being paid.
- Donna will send Candi a listing of all timers that are approved.
- When sending time sheets to Donna, make sure to include all information on the forms.
- There has been no feedback from anyone about whether or not these people are certified or not. Need feedback from someone.
- Need to work on building the list for certified timers.
- All forms turned in for timers – need to be filled out completely.
- If a judge is also a certified timer – they need to be listed on both.
- What do we pay timers? Do we need to set this?
- Need to wait a year to have this discussion.
- Conversation at the district level –
 - What does each district pay their timers?
 - Are they certified? Volunteers?
 - How do we handle this?
 - Each district is doing something different.
- Judges need to be judging – timers need to be timing – back up timers need to be doing back up timing.
- In the 3 gaming events that require interactive timing – need to have a backup timer. The person running the timer cannot be doing both.
- Cow timers for daubing and roping also need a judge with the timer, backup timer, and a judge on horseback.

Patterns –

- Concerns about safety for the In-Hand Trail and IHOR patterns.
- Both courses are unsafe and too tight according to a few.
- Suggest to add a foot to some sections in the patterns.
- Off side option for IHOR is a good solution.
- Some athletes feel the patterns are too difficult for big horses.
- Others feel the patterns are not dangerous – the patterns are hard, but not dangerous.
- Ground training of the animal whether a mini or a big horse is what it comes down to.
- We want teams to encourage athletes to do team events. Please make the patterns easier so teams have a chance to succeed.
- Open up the patterns for larger horses.
- IHOR is a performance team event. Just like Canadian Flags is a gaming team event.
- Can change the patterns at state. Or change them for the 3rd meet for everyone.
- Use this information when designing next year's patterns.
- Need to find out what other judges say about the patterns.
- Change the patterns at state – open it up. Make new pattern with same elements.
- Should not change for state. Need to leave the patterns as written.
- Change the patterns next year – not to favor mini horses.
- Judges committee are the ones who change the patterns for the State Meet.
- Need to decide what we want to do – Leave it as is, open it up now, or use information for next year when designing patterns. Wait till next year.
- Could we make two different tracks for different size of horses? Could we make that work? Time becomes an issue.
- State patterns are changed except – Working Pairs and Dressage. Elements can be moved around – but no new elements will be added.

Time for Nominations for Next Year –

- Time to start thinking about state officers for next year.
- The future of OHSET.
- Will be taking nominations for board members at the next meeting.
- Voting will take place at the June meeting.

Articles of Incorporation –

- Sent them to the board members because?
- These were drawn up when organization was first set up.
- These were done a number of years ago.
- Think about any changes that need to be made after reading.

- These have been amended at some point.
- Do we have a direction?
- These were found at our attorney's office.
- Need to meet with a non-profit attorney.
- Are we a member or non-member organization?
- We need to clean up some things in our bylaws and articles.
- Need to take care of this after the State Meet.
- Our attorney has taken care of our bylaws. Candi and Bill have reviewed them.

Youth Voting –

- There could be significant liability for allowing our youth to vote at meetings.
- We need to protect our youth from any liability.
- Need to look at this again and think it out.
- Is it illegal for youth to vote? Need to ask the attorney about this.
- It is their voice that we want to hear – not necessarily their vote.
- Can the youth be sued?
 - No. But we can be held liable for the youth vote.
- Decisions are made on behalf of the youth for the organization.
- Some on the board don't feel there is a risk. But attorney point of view is different.

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

- State Board Meeting; **Sunday**, May 4, 2014; TBD Eugene area
- State Board Meeting; Wednesday, May 14, 2014; 7 pm, Deschutes County Fairgrounds; Redmond, OR
- State Meet; Thursday – Sunday, May 15 – 18, 2014; Deschutes County Fairgrounds; Redmond, OR
- State Board Meeting; **Sunday**, June 22, 2014; Albany Golf
- Regional Invitational Meet; Friday – Sunday, June 27-29, 2014; Deschutes County Fairgrounds; Redmond, OR
- Judges Training; Friday – Sunday, September 12-14, 2014; Deschutes County Fairgrounds; Redmond, OR
- Coaches Training; Saturday, September 13, 2014; 9:00 am; Deschutes County Fairgrounds; Redmond, OR
- State Board Meeting; Saturday, September 20, 2014; Albany Golf
- State Board Meeting; Saturday, October 25, 2014; Albany Golf

- District Chair/Vice Chair Work Session; Saturday – Sunday, November 8 – 9, 2014; Place: TBD
- State Board Meeting; Saturday, December 6, 2014; Linn County Fairgrounds; Albany, OR
- Annual Meeting; Saturday, December 6, 2014; 10:00 am; Linn County Fairgrounds; Albany, OR
- Coaches Training; Saturday, December 6, 2014; Directly After Annual Meeting; Linn County Fairgrounds; Albany, OR