

Action Items

Motions Voted On

Minutes for PNWIC Committee Conference Call November 23, 2014 5:00 pm

In Attendance –

WA – Kathy Wendlandt, Kamie McDowell, Lexi Franklin – Youth, Adam Kasper, Hannah Cantrell, Marcia Hallmann, Huston Chatham

OR – Katie Renner, Wendy Bernards, Denise John, Karissa Dishon, Sonya Kunkle, Jan Harer
(Recording Secretary)

Voting –

WA 6: 5 Adults, 1 Youth

OR 5: 5 Adults

Minutes –

- **Denise motioned to approve the October 26, 2014 minutes. Katie seconded the motion.**
- No discussion.
- **Vote: Unanimous. Motion passed.**

Treasurer Report –

- No change. There is a balance of \$4900 in account.
- Both states have been paid back the seed money of \$1000 each.
- Deposit was paid to the Monroe, WA facility.
- Need to pay the \$200 for the meeting room at the Oxford Suites.
- Budget was sent to the co-chairs (Kathy and Sonya) for review and approval.
 - **Once both co-chairs have reviewed and approved – will be emailed out to the committee.**
- Insurance will follow with OHSET.

Facilities –

- Answers to last meeting's questions about contract –
 - OHSET needs a copy of the signed contract.
 - Contract was mailed to OHSET.
 - Cost of tack stalls?
 - Tack stalls are \$16 for the meet.
 - **Karissa motioned to charge the same rate for a tack stall (when that rate is determined for stalls). The tack stall fee will be for the whole meet; the other stall fee will be per day. Kathy seconded the motion.**
 - Discussion:
 - ◆ Do we want a stall fee or a meet fee? Stall fee.

- **Vote: Unanimous. Motion passed.**
- Can we bring our own equipment?
 - Still not sure. The shop at the fairgrounds is a union based shop.
 - **Kathy will check on this again.**
 - Still not sure on 4-wheeler either.
 - **Kathy will check again about the 4-wheeler.**
- Gate person?
 - The gate person has to be a fairgrounds employee.
 - It will be \$200 for 4 days with an 8 hour shift per day.
 - What if we need a gate person for longer than 8 hours?
 - People will be coming in “after” hours. Will there be a gate person to help them?
 - Can we have volunteers from OHSET/WAHSET run the gate during those “after” hours?
 - **Still need more information on this.**
 - **Kathy will check again.**
- Will shavings be bulk or bagged?
 - Monroe charges \$6 per bag.
 - If the shavings are bagged, does that include tax?
 - Still need more information about shavings.
 - **Kathy will continue to check on this.**
 - What about disposal?
 - ◆ There is a formula for disposal listed on the contract.
- PDF of the facility –
 - The fairgrounds is updating their information.
 - **Once that is complete – Kathy will send out a PDF.**

Awards –

- Do we want to have a trophy for the 3rd place again this year or something useable?
- Most wanted a useable items. Although a trophy can last a lifetime.
- What about a saddle pad for 2nd place?
 - Doesn't make sense to give a saddle pad to athletes in some of the events. Like Showmanship, In-Hand Trail, IHOR.
 - Would have a different award for in hand events.
- What about stadium chairs? Probably not. The cost is too much.
- **Please come to the next meeting with ideas for the 2nd and 3rd place awards.**
- The first place award will still be a buckle.

Patches –

- Karissa has a vendor that OHSET uses.
- **She will have drawings and prices to review at the next meeting.**

Judges –

- Kathy has a list of WA judges.
- **She will send her list out to her district chairs for review. And then forward to Candi.**
- **Please keep Candi in the loop as these WA judges are approved.**

Schedule –

- Karissa would like to see the facility first and how things are set up.
- **She will have a general schedule after the trip up to Monroe.**

Rule Changes –

- Denise has looked over both rule books from last season.
- The only new change was from OHSET.
 - OHSET approved the use of an alternate for all 2 person teams.
- We use the least restrictive rules for the meet.

Cattle –

- Adam is working on vendors.
- Will have 3 herds of 11 cattle for Sorting.
- Plus those needed for Breakaway Roping and Steer Daubing.
- Will be using bald headed cattle for Breakaway Roping.
- **All bids will need to be brought to the committee.**

Patterns –

- Have not worked on yet.
- Karissa wants to see how the OHSET and WAHSET meet patterns are working.
- And also wants to see how the state patterns for both states worked.

Points Program –

- The committee approved the purchase of the new points program.
- Not sure if it has been purchased yet. Scott was not able to be on the call.

SOGs –

- At the OHSET district chair/vice chair work session, several worked on writing up SOGs for the PNWIC.
- The minutes from last year were used to formulate those SOGs.
- **Karissa is working on getting all the SOGs written up and formatted.**
- **She will send to the co-chairs for review and approval.**
- **They will then be sent out to the committee for review.**
- **Will need to be voted on by the committee.**

Treasurer –

- Do we only need one treasurer?
- Denise has been handling most financial information.
- **She will need the WA district contact information for the \$500 per district.**

Facility tour –

- The tour is all set for Saturday, January 3, 2015 at the fairgrounds in Monroe, WA.
- We would like to tour first and then have our meeting.

Lodging for meet –

- There are limited hotel rooms around Monroe.
- We do need to reserve those rooms we need now.
- Need to reserve a “block” of 150 rooms for athletes.
- We will then see how many comp rooms we will have at the different hotels.
- We will need about 20-25 rooms for judges and committee members.
- These rooms can be split between the hotels.
- **Kathy will work on this.**

Programs –

- Katie has an idea for the programs this year.
- Would like to see a “book” size program.
- Would have a color front and back.
- About 40 pages inside would be black and white.
- Would be stapled in the middle.
- Would like to have class/event on one page and opposite page would be the sponsor(s) for that event.
- Cost for ads in program –
 - Full page would be \$60.
 - Half page would be \$35.
 - Quarter page would be \$20.
 - This size ad would be ideal for parents, coaches, etc.
 - Would be like a business card size.
- There would be a 2-3 day turn around for the programs.
- Would like to get enough sponsors that we can give every athlete a program.
- Would also like to see enough sponsors/ads that we can give them away.
- The cost for 500 programs would be \$1,775. That is \$3.55 per program.
- Katie will be the chair for the programs.
- **Karissa motioned to go forward with Katie’s proposal for the 500 programs at the cost of \$1,775 and that we get enough sponsors/ads to give every athlete a program. Sonya seconded the motion.**
- No discussion.
- **Vote: Unanimous. Motion passed.**

Future Important Dates –

Facility Tour/Meeting; Saturday, January 3, 2015; 1:00 pm; Evergreen Fairgrounds, Monroe, WA.

Video/Phone Conference Meeting; Sunday, February 1, 2015; 5:00 pm.