

Action Items

Motions Voted On

Minutes for PNWIC Committee Meeting January 3, 2015 1:00 pm

Those in attendance toured the equestrian area of the Evergreen Fairgrounds prior to the meeting.

In Attendance:

WA – Kathy Wendlandt (Co-chair), Shannon Motley, Kamie McDowell, Marcia Hallmann, Adam Kasper, Tracy Mason, Brooke Mason – Youth, Diane Pust, Emma Pust – Youth, Hannah Cantrell – Youth, Rebecca Cantrell, Tammy Ivy, Bobbe Schmidt, Alexis Franklin, Karen Johnson

OR – Sonya Kunkle (Co-Chair), Karissa Dishon, Denise John, Scott Chauncey, Catrina Avalon – Youth, Katie Renner, Wendy Bernards, Jan Harer (Recording Secretary)

Voting Members (are underlined above in the listing of attendees):

- WA – 5 adults, 3 youth
- OR – 5 adults, 1 youth

Secretary's Report –

- Karissa motioned to accept the November 23, 2014 conference call minutes. Kamie seconded the motion.
- No corrections or additions.
- Vote: Unanimous. Motion passed.

Treasurer's Report –

- Reports were forwarded out from Denise.
- PNWIC points program has been ordered.
- Denise made the deposit for the 2016 PNWIC in Redmond.
- 2015 PNWIC budget –
 - Facility will be more this year.
 - State WA taxes, removal of bedding, more facility charges.
 - Carry over will be about \$3800 from last year.
 - Tack stalls will be charged the same rate as a horse stall.
 - Need to get other sponsors and donations.
 - Board shirts are paid for individually.
 - Are we getting comp rooms? Yes.
 - Karissa motioned to accept and approve the proposed 2015 PNWIC budget. Katie seconded the motion.
 - No discussion.

- Vote: 13 Yes, 0 No, 1 Abstain. Motion passed.

Old Business:

Facility –

- Still have unanswered questions regarding the facility.
 - Drag schedule.
 - Shavings and disposal.
 - Equipment we can bring in.
 - Extra gate volunteers.
 - Dry camping allowed.
 - Set up fees for cattle events.
 - Length of camp trailers and living quarter trailers in camping area.
- Kathy and Sonya will schedule a teleconference with a facility employee to have all of our questions answered.
 - Will have a spreadsheet of what is required for our meet.
 - Conference will answer specific questions and get more detailed information.
 - This information will be emailed out and shared at the next meeting.
 - Kathy will also communicate with Lisa with regards to answers.
- WA has a welcoming committee that will provide packets for each athlete and provide “greeters”.
- Need about 350 stalls so all barns will be used. There is one barn that doesn’t have stall mats. All other barns have mats.
- A PDF of the facilities will be emailed out by Kathy.

Awards –

- Buckles have been ordered. PNWIC logo is on the buckles.
- Ideas for 2nd and 3rd place –
 - Saddle blankets – different for each discipline.
 - Tote bags, hay bags, bale bags for In Hand events.
 - Useable items.
 - Rotate items every 4 years.
- Need to make sure there is a system in place for getting names and addresses of additional awards.
- Denise motioned to allow Wendy to decide and obtain the awards for the 2nd and 3rd place awards. Kamie seconded the motion.
 - No discussion.
 - Vote: 13 Yes, 0 No, 1 Abstain. Motion passed.
- Wendy will email out a sponsor letter.
- Will awards nightly. Was a good idea and everyone liked it.

Cattle –

- Have received one bid.
 - From a WA provider.
 - Bid is for \$1750 – below budget.
 - This bid doesn't include people to help with the events.
- Working on other bids.
- If have other providers/contractors, please get those names to Adam.
- Need to have the cattle provider/contractor secured by March 1, 2015.
- Not sure of the set up fees for cattle events.
- The facility will charge for cattle holding pens.

Lodging –

- A listing of lodgings were provided in the packets handed out at the meeting.
- There are only approximately 101 rooms available in the immediate area (these are the rooms available after the judges/committee rooms have been accounted for). There is a large event in the area the same weekend that have already filled up rooms.
- There are some other lodgings in the 10-15 mile radius of the fairgrounds.
- Woodinville might also have some lodging.
- Will need to book early.
- Need to make sure have enough rooms reserved for judges/committee members.
- There are 12-14 full hook ups for camp trailers.
- There are 88 hook ups with electric and water.
- Only 30' camp trailers are allowed.
 - Does that include living quarter rigs?

Judges –

- WA has submitted their judges.
- Candi will send out contracts when the general schedule is complete.

Patches –

- Concept drawing was shown to committee.
- All first time qualifiers will receive a larger PNWIC patch.
- Will receive a year rocker when qualifying.
- All 2014 qualifiers will receive a large patch and 2014 rocker.
- Cost for both average \$1.50 each.
- Are the patches in the budget? No.
- Sponsors and donations will help cover the costs.

Patterns –

- OR state meet patterns have not be completed yet.
- Will work on PNWIC patterns after OR state meet patterns are done.

- SOG's state when the patterns need to be completed.

Points Program –

- Programmer is working on PNWIC points program.
- He needs to work on the OR state points program first.

Programs –

- At the last OR state board meeting was suggested to raise the advertising prices for the program.
 - Price suggestions were:
 - Full page ad - \$100
 - ½ page ad - \$50
 - ¼ page ad - \$25
- Sponsors of events will be in the program directly opposite the listing of the athletes in the event.
- Need to have the sponsor names for the buckle and event classes as soon as possible.
- **Need to get the sponsor letter out ASAP. Wendy and Katie will work on this.**
- Programs will be included in the welcome packets for all athletes.
- Can sponsors purchase state meet and PNWIC ads at the same time? Can they get a special price break?
 - Would make it easier for those sponsors.
 - We are going after the same people for all sponsors – district, state, PNWIC.
- Need ads by June 1st.
- All sponsors need to be mailed to Katie.
- **Denise motioned to increase the advertisement prices for the PNWIC program to \$100 for a full page ad, \$50 for a ½ page ad, and \$25 for ¼ page and these ads need to be returned to Katie by June 1st. Adam seconded the motion.**
 - No discussion.
 - **Vote: Unanimous. Motion passed.**

Rule Changes –

- Only rule change this year is from OR.
 - Can have an alternate for any two man team.
- The most non-restrictive and lenient rule(s) will be used for the PNWIC from each state.

Schedule –

- Will get some drafts together.

New Business:

Standard Operating Guidelines –

- These are not rules – just guidelines.



- They came from all the previous meeting minutes.
- Changes/Additions to be made after discussion:
 - Drill will have the time limit of between 4-6 minutes.
 - WA will have the Idaho Stake Race.
 - Visiting state will carry the PNWIC flag.
 - Whom determines what state is responsible for each event.
 - EMT/Paramedics –
 - Needs to be included in SOG's and in the budget.
- Denise motioned to approve the PNWIC Standard Operating Guidelines with the changes and additions listed above. Katie seconded the motion.
- Discussion:
 - Do we want to continue the \$500 from each district (from each state)? Will vary each year.
- Vote: 14 Yes, 0 No, 0 Abstain. Motion passed.

Additional EMT discussion –

- Need to make contact with closest fire station.
- Response time?
- Cost?
- Not a requirement – but OR uses them at the state meets.
- Kathy will look into this.

Other –

- Does the treasurer need to bill the districts for the \$500?
 - Will need addresses for the WA districts.
- Athlete Fees –
 - There will be no haul ins. Everyone must have a stall.
 - Wendy motioned to have the 2015 PNWIC athlete fee be \$100 that will include one stall. Tack stalls and additional stalls will also be \$100. Katie seconded the motion.
 - Discussion:
 - There was some discussion on the amount being high and how teams can raise funds to pay for these stalls.
 - The athlete fee needs to cover the increase of the stall fees the facility is charging this year.
 - Some voiced that this fee will be hard to come by with some athletes and/or teams. They would not be able to participate.
 - Fundraising suggestions were discussed.
 - Vote: 13 Yes, 1 No, 0 Abstain. Motion passed.
- AYHC (American Youth Horse Council) –

- Coming to OR (Eagle Crest Resort in Redmond).
- March 27 – 29, 2015.
- Check the AYHC website for more information, registration, and workshops.
- Can combine our OHSET booth with WAHSET.

Future Important Dates:

Video/Phone Conference Meeting; Sunday, February 8, 2015; 5:00 pm.

Committee Meeting; Saturday, March 7, 2015; 1:00 pm; Place TBD

AYHC Symposium; Friday – Sunday; March 27 – March 29, 2015; Eagle Crest Resort; Redmond, OR

Video/Phone Conference Meeting; Sunday, April 19, 2015; 6:00 pm