

## Action Items

### Motions Voted On

#### Minutes for OHSET State Board Meeting Sunday, June 4, 2023, 1:00 PM, Floral Building, Oregon State Fairgrounds, Salem, OR

**In Attendance:** Candi Bothum – State Chair, Scott Chauncey – State Vice Chair, Denise John – State Treasurer, Jan Harer – State Secretary, Bill Weir – Co-Op’s & Eligibility

Chole Burris – W, Kerenza Martin – W, Grace Reed – W (Youth), Katie Renner – W, Kristen Schweitzer – NV, Kari Salzberg – NV, Sam Henricks – S, Kory Hamilton – S, Heather Zumwalt – C, Christina Bates – C, Mackenzie Hughes – C, Tiffany Quintero – C, Sena Conn – SV, Sherri Henry – SV, Sue Lowe – SV, Rosie Pridey – NE, Jenny Tackett – NE, Donna Espelien – NW, Launa James – NW, Tiffanie Epperson – TRV, Kevin Wacker – W, TJ Jones – BM, Kayden DeMoss – BM

Tryn Magallanes, Teresa Hoffman

Vote Count – 19 (Those underlined are voting members at this meeting)

W – 3

NV – 2

S – 2

C – 2

SV – 2

NE – 2

NW – 2

TRV – 2

BM – 2

Introductions –

- Welcome everyone and welcome Blue Mountain District!

Reminders –

- Beginning of meeting – All new District Officer’s terms start.
- End of meeting – All new State Officer’s terms start (Chair, Vice Chair, Treasurer, and Secretary).
- Exceptions –
  - If existing officer (District and/or State) holders are involved with PNWIC, their terms extend to the completion of PNWIC.
- State Board is now 27 voting members.
- New quorum is 9 voting member present.

### Minutes –

- No additions and/or corrections to the May 10<sup>th</sup> meeting minutes.
- Jenny motioned to accept the above-mentioned meeting minutes. Kari seconded the motion.
- No discussion.
- Vote: 19 Yes, 0 No, 0 Abstain. Motion passed.

### Treasurer Report –

- Sent out April reconciliation.
- No questions or comments received.

### New Business

- Any new leadership for 2023-2024 season?
  - Introductions
  - Voting explanation
  - Please get all new District Officers (and others for your District) to Scott ASAP.

### Old Business

- Need to vote and approve the \$5,000 seed money to the new Blue Mountain District.
  - Kari motioned to approve the \$5,000 seed money to the new Blue Mountain District for the 2023-2024 season – to get started. Sena seconded the motion.
  - Discussion –
    - Is this considered a loan or a donation for the new district?
    - Will be considered a donation to help get the new district up and running.
  - Vote: 19 Yes, 0 No, 0 Abstain. Motion passed. Denise will get them a check.
- State Raffle Final –
  - Final number of tickets sold – 9,291.
  - Lost tickets – 139 (have been paid for by districts/teams/individuals that lost them).
  - \$47,150 raised from the ticket sales.
    - This helps pay for the State Meet.
    - \$5,000 goes into the Scholarship Fund.
    - \$5,000 goes to the winner of the raffle.
    - Are other expenses.
    - \$1 per ticket sold goes back to each district to disperse.
  - Will probably need to get more tickets –
    - New district

- Having extra on hand for the Raffle Coordinator to disperse when needed (rather than trying to contact other districts directly).
  - How long will we continue to give back \$1 per ticket sold back to the districts?
    - Can revisit at any time.
    - What if Coastal doesn't/can't sponsor – would we need to discontinue the payback?
  - Wilco has shown an interest in some sort of sponsorship – but can't with Coastal on board.
- State Meet Debrief –
  - How did it go?
  - 30<sup>th</sup> Anniversary festivities were a hit.
    - Sonya did a GREAT job!
    - Comments about doing something like this at every State Meet.
  - The “Prom” was amazing!
    - Sothern District (and schools) did a great job.
    - Would like to build on this to make it a State Meet event.
  - 30<sup>th</sup> Anniversary Glasses –
    - **Let Candi know if you did not receive one.**
    - Will bring them to PNWIC.
  - Grand Entry –
    - Went smoother than in past years.
    - Communication was much better.
    - Still scrambling with who is carrying a flag.
      - Better communication with organizers and District Chairs/Coaches to get names updated ASAP.
    - Timing at the gates –
      - Athletes riding too fast, and those going slower.
    - Can we schedule this during a different time of the day?
      - Not after Drill event.
    - Laminated signs were WONDERFUL!
  - Vendors were good.
  - Communication between arenas –
    - Would be helpful to have District Chairs/Vice Chairs radio out when an event is starting and/or ending.
    - Would like to have a specific person in charge of the Remind App.
  - Awards –
    - Continue to do them daily.
  - Arena Footing –
    - Was an issue at times.
    - Can we get someone approved by the fairgrounds to help with dragging and watering?
    - Need to work with the fairgrounds on the footing.

- Cattle –
  - Matt's 2-year contract ended with this State Meet.
  - Another provider has reached about supplying cattle for the State Meet.
  - **Need to remind Matt to put in a bid.**
  - **Will put a request for RFPs on the website for the cattle provider.**
    - **January 1, 2024 is when those bids are due.**
- Judges –
  - Positive feedback about judges.
- Trainer/Parents on Horseback –
  - How do we handle this?
  - Anyone in a District Chair/Vice Chair shirt can handle this.
    - If run into problems – please contact the State Chair.
  - Only athletes are allowed on horseback at the State Meet.
- Bikes, Side-by-Sides –
  - Lots of those around – near the horses, barns, arenas, etc.
  - Will need better communication to get the word out.
  - Need to remind EVERYONE.
- Drill –
  - Prefer it during the day.
- Patterns/Schedule –
  - Would like to see the average time for each ride listed on the pattern.
  - Should time them and include on patterns.
  - Include time takes to get to next rider.
  - Judges take varying amount to time to compete scoresheets.
- Photographer –
  - End of a 2-year contract at this State Meet.
  - Need more signage and communication with parents/coaches about exclusivity with photographer(s).
    - Let people know what the guidelines are.
  - Flash issue – need to know up front how to handle.
  - **Would like an RFP on the website for a photographer also.**
- Volunteers –
  - Need the District Chairs/Vice Chairs to take leadership of setting up an event.
  - Need to inform all volunteers about what is happening with regards to the job.
    - Maybe better job descriptions?
  - Need to make sure at the district level things are being communicated on set up.
    - Might make it easier at the State Meet.
- Food/Tent –
  - Did a great job!
  - Really appreciate her being there.

- Maybe take a headcount of people eating a certain meal.

## New Business

- Any Bylaw Changes for the General Meeting Agenda?
- This year's timetable PDF attached, based on first Saturday in December.

**ByLaw Change Timeline, for 2023 Annual State Board Meeting**

	Proposed changes due to State Chair/Designee	Proposed changes due to Districts	District feed back due to State Chair	Final Draft due to Districts/members	State Board Vote on ByLaw Changes, at 2023 Annual Meeting
Back-Scheduled due date from Annual State Board Meeting ----->	<b>120 days</b>	<b>60 days</b>	<b>30 days</b>	<b>2 weeks</b>	
Annual State Board Meeting Date:					
Saturday, December 2, 2023	Friday, August 4, 2023	Tuesday, October 3, 2023	Thursday, November 2, 2023	Friday, November 17, 2023	Saturday, December 2, 2023

- Rules Committee –
  - Meetings to set up?
  - New rule book this next season.
  - There are submitted rule changes for the new rule book.
- Raffles Outside of State Raffle –
  - Have to follow the rules.
  - Whether a team or district – need to communicate with Denise.
  - These outside raffles are included in the annual report we are required to submit.
  - A raffle is considered anything won by chance.
  - 50/50 IS a raffle.
  - Denise has drawn up an SOG for raffles (and I think fundraising?).
    - **Waiting for approval before publishing.**
  - Additional insurance guidelines –
    - **Can we please have these back on the website?**
    - **Need guidelines for fundraising.**
    - **NO EQUINES IN PARADES.**
- Penning vs Sorting for 2024 –
  - Sorting next year since PNWIC will be in WA.
  - There is currently a rule change submission to change to Sorting permanently.
- AYHC
  - Still a scholarships for 2 athletes? Yes.
  - Will be February/March 2024 in Fort Worth, TX.
  - No definite dates yet.
  - Has been valuable for the athletes that do go.

- Athletes that just went will get their presentation up on the website soon.
- Will need to budget for funding this next season.
- Jenny motioned that we budget \$5,000 for the 2024 AYHC Symposium. Sena seconded the motion.
- No discussion.
- Vote: 19 Yes, 0 No, 0 Abstain. Motion passed.
  
- PNWIC –
  - EVERY district needs to bring a silent auction basket to PNWIC.
    - These will be displayed up at the booth on the concourse.
    - Auction will close Saturday. Evening.
  - Will have PNWIC gear and items for sale up in the booth.
  - Would like volunteers to help up in the booth.
  
  - Will be a judges meeting every morning before events start.
    - This was started because of the rules for PNWIC.
    - Now have a PNWIC rule book – PLEASE make sure your athletes know the rules!!!
  
  - Please make sure that your district has paid for all athletes prior to coming to PNWIC.
    - PNWIC depends on these fees to pay for the meet.
  
- Nominations for State Officers –
  - Teresa Hoffman has been nominated for State Chair.
    - She has accepted the nomination.
  - Scott Chauncey has been nominated for the State Vice Chair.
    - He has accepted the nomination.
  - Christina motioned to elect the slate of Teresa Hoffman for State Chair and Scott Chauncey for State Vice Chair. Jenny (?) seconded the motion.
  - No discussion.
  - Vote: 19 Yes, 0 No, 0 Abstain. Motion passed. Teresa Hoffman will be the 2023-2024 State Chair and Scott Chauncey will be the 2023-2024 State Vice Chair.
  
- Appointed Positions (Board Approval) –
  - Denise John for State Treasurer – has accepted.
  - Jan Harer for State Secretary – has accepted.
  - Motion was made to approve the above-mentioned positions. Motion was seconded.
  - No discussion.
  - Vote: 19 Yes, 0 No, 0 Abstain. Motion passed. Denise John will be the 2023-2024 State Treasurer and Jan Harer will be the 2023-2024 State Secretary.

- Appointed Positions (No Board Approval) –
  - Rules – TBD
  - Judges – Anne Garrett and Tryn Magallanes
  
- Calendar for the Year –
  - Annual Meeting –
    - Saturday, December 2, 2023
    - At the Willamette ESD Building in Salem
    - 8:30 AM State Board Meeting
    - 10:00 AM Annual Meeting
  
  - Coaches Trainings –
    - TBD
  
  - Work Session –
    - Friday evening – Sunday morning
    - October 27 – 29, 2023
    - Eagle Crest
  
  - Judges Training –
    - Friday – Sunday
    - October 13-15, 2023
    - Place - TBD
  
- Other –
  - Candi wanted to take the opportunity to thank everyone for the gifts she received at the State Meet.
    - Stated that is has been a pleasure working with such a great group of individuals who share the same passion as she does and worked well together.
    - Also stated that she thanks everyone for the opportunity she has had with the organization – it has been a great ride.

Meeting adjourned at 2:40 PM.

### **Important Dates – To Come**