

Action Items

Motions Voted On

Minutes for OHSET/WAHSET Regional Meeting April 13, 2014

In Attendance: Candi Bothum – OR, Bev Matney – WA, Marcia Hallmann – WA, Tracy Mason – WA, Brooke Mason – WA, Diane Pust – WA, Emma Pust – WA, Wendy Bernards – OR, Katie Renner – OR, Denise John – OR, Carol Brizek – WA, Fee Harrison – WA, Tammy Harrison – WA, Jan Harer - OR

Voter Cards –

- Washington will make voter cards for next meeting.
- There are 3 youth votes from each state and 5 adult votes from each state.
- The youth vote breaks a tie.

Next Meetings –

- Face to face meetings –
 - Saturday; May 24, 2014; 10:00 am; Oxford Suites, Portland
 - Friday; June 27, 2014; 7:00 pm; Deschutes County Fairgrounds, Redmond, OR
- Conference Calls –
 - Sunday; April 27, 2014; 7:00 pm
 - Monday; May 19, 2014; 7:00 pm
 - Monday; June 16, 2014; 7:00 pm
 - Candi will email the phone number to call in on and the instructions prior to the meetings.

Schedule –

- Candi read a schedule that was developed by Karissa.
- Discussion:
 - Do we have to do one event at a time?
 - Need to have each arena set up and ready to go – with regards to Equitation Over Fences and Trail – the night before.
 - What is the extra costs of doing more than one event at a time – more judges, extra arenas used?
 - There will be no extra cost (for stall or facility) to move in on Thursday. However, there will be the extra charge for camping (if not at the RV Park). Camping on the fairgrounds is charged by the night.
 - Friday is tight. Saturday seems to work fine with gaming in the morning/afternoon and performance in the afternoon/evening.
 - Have to remember that some from Washington are traveling over 6 hours to get to the meet.
 - Running two events at a time needs to be done to save time.
 - Judges will not be an issue with running events at the same time. Can be done.
 - Athletes may be in more than one event.
 - Can drill practices start when teams arrive?

- Drill practices on Friday morning to allow for travel time and let horses rest after a long day of travel.
- Then start events after drill practices.
- If we run two events at the same time – can move in on Friday morning.
- Some can move in on Thursday afternoon with some drill practices then and rest on Friday.
- Need to have Equitation Over Fences set up the night before. Set up on Friday night and the event would be Saturday morning.
- Athletes can move in starting at 4 pm on Thursday; June 26th.
- And can continue to move in Friday; June 27th.
- New Schedule –
 - After much discussion, input, and figuring time allowed for events (based on what Karissa had developed) – a new schedule was formulated.
 - See attached spreadsheet.

Judges –

- There will be two (2) judges for every event.
- For timed events – the judge and timer will both be paid equally.
 - There will be one timer, scribe, and back up timer for timed events.
 - The judges would have to agree on any DQ (gaming, timed events).
- Judges will be paid \$200 per day, .56 per mile for mileage, and lodging.
- **Bev will provide names of Washington judges to Candi by Sunday; April 20, 2014.**
 - **Candi will take care of all judges contracts.**
- Events –
 - Team Penning –
 - Oregon will have the judge at the pen.
 - Washington will have the judge on the line.
 - Steer Daubing –
 - Washington judge will be on horseback. Oregon will provide horse.
 - Break Away Roping –
 - Oregon judge will be on horseback.
 - In Hand Obstacle Relay (IHOR) –
 - Judge on the line – times the each team, scores the team behind the line, and determines if there are two (2) athletes on the course at a time. This will be an Oregon judge.
 - Judges on the course – they judge the elements of the pattern. Will have two (2) judges – one from each state.
 - Free Style 4's and Free Style Short Program –
 - There will be four (4) judges – two from each state.
 - The timer will be from Oregon.

Awards –

- Sponsorships –
 - Are working on.
 - Sonya is working on the additional \$1600 needed for other sponsorships (not the buckle sponsors).

- Candi will draft a sponsorship letter that can be included with the form.
 - Please let others know (via email) of those sponsors you send letters/forms to. Do not want to send duplicates.
- Lisa is ordering the first place buckles.
- Sonya is taking care of the second place halters and working towards the 3rd place award.

Hotels –

- Candi will get hotel information to Bev.

Shavings –

- All stalls are located on asphalt.
- We have budgeted for one bag per athlete. This will not be enough.
- Candi will work on getting bulk shavings delivered.

Banking –

- The committee agreed to open a checking account under the auspices of OHSET.
 - Signors will be Candi Bothum – OR State Chair and Carol L. Brizek – to represent WA.
 - Denise John as OR State Treasurer will not be a signor, but will have full access to the account for viewing and oversight.
- Denise and Carol will provide Candi with all the necessary personal information needed to set up the account.
- This will be with a bank that can be accessed by both states.

Insurance –

- Denise will take care of insurance for the event.

Vendors –

- Please send all interested vendors to Candi.
- She can provide additional information.
- Would like to have a person in charge of vendors for the meet. If interested please contact Candi.

Photographer –

- Stalnakers is planning on being there.
- When the meets moves to Washington – they will have a photographer.

Program –

- Can we really sell programs for \$5 a piece?
- Need to be working on those ads for the program.
- Full page ads only.
- Needs to be a form for the ads. Lisa can you get that out?

Patterns –

- All patterns will be posted on each state's web site Sunday; June 1, 2014.
- Lisa and Karissa will draw up the patterns.
- These patterns need to be to Candi and Bev for review by Saturday; May 24, 2014.

- Will do Freestyle 4's and Freestyle Short Program.
- Remember that the arena will be split for Showmanship/In-Hand Trail and for Horsemanship (Stock Seat)/Trail.
- Score sheets will include a space for OR – WA that the scribe would circle.
- Will use the Oregon Drill score sheet.

Volunteers/Workers –

- States will be responsible for providing workers for assigned events.
- All equipment will be provided by Oregon and be at arena where event will be held.
- Drill teams need to provide their own entry/exit gate person.
- Drill teams will need to monitor their practice times on Saturday night.
- **Candi will provide a spreadsheet for everyone that will list what state is responsible for each event. (I have included that information on the schedule – but she will supply the number of volunteers needed for each event.)**

Registration –

- All registrations will be due to Scott (Oregon Points Chair) by Sunday; June 1, 2014.
- Scott should be able to upload information from Washington's points program.
- **Candi will send out forms for registration to Bev and Scott.**
- Scott and Shannon (Washington Points Chair) will need to exchange emails.

Order of Go –

- Each state will rotate. I have included this on the schedule.
- On the event sheets – each state will have 5 spots listed as “Oregon” and “Washington”.
 - Those athletes may go in any order within their state.
- Drill will have a specific order of go.
 - Drill order will be – Washington (schools will go in alpha order), then Oregon (schools will go in alpha order). This will be for both the 4's and Short Program.
 - Drill warm up will be the same order of go.

Rules –

- Denise worked up a spreadsheet listing each event and the difference in the rules.
- The general consciences was – the most liberal view of the rule as long as it is safe.
- See attached with the recommendation of the committee.

Judges Q&A –

- The question and answer times for the events will be:
 - Friday before we start for those events taking place.
 - Saturday morning at 7:30 am for performance events.
 - Saturday right before the timed events.
 - Saturday right before Break Away Roping and Steer Daubing.
 - Sunday at 7:30 am before Team Penning.
 - There will be no Drill Q & A.

Opening Ceremony –

- Will be around noon on Friday.

- The American and each of the state flags and the new regional meet flag will be presented.
- Will sing the National Anthem.
- Oregon will carry the American flag and provide someone to sign the anthem.

New Logo for the Regional Meet –

- Katie presented a proposed logo design for the meet.
- Brianna (her daughter who is on the committee) designed it.
- The design was accepted – with the understanding that it might have to have some of the elements moved to fit on various items (flag, shirts, etc.).
- It will be emailed out at a later date.
- **Wendy will take the design and format it so that it can be used by others.**

Athlete Numbers –

- Each athlete will use their number assigned to them.
- **Wendy will have temporary vinyl state patches made that the athletes will wear on the BACK of their uniform.** Has to be visible on the back somewhere.

Other –

- **Please be sure to be at the above mentioned meetings. This is very important.**