

Action Items

Motions Voted On

Minutes for PNWIC Committee Conference Call March 15, 2015 7:00 PM

In Attendance: (Those underlined are voting members.)

WA – Kathy Wendlandt – Co-Chair, Diane Pust, Adam Kasper, Alexis Franklin – Youth, Brooke Mason – Youth, Tracey Mason, Ally Hill – Youth, Shannon Motley, Marcia Hallman, Huston Chatham, Hannah Cantrell - Youth

OR – Sonya Kunkle – Co-Chair, Karissa Dishon, Scott Chauncey, Denise John, Wendy Bernards, Katie Renner, Jan Harer – Secretary

Voting –

WA – 8 (5 Adults, 3 Youth)

OR – 5 (5 Adults)

Minutes –

- One correction/addition –
 - Diane and Emma Pust were on the last conference call.
- **Karissa motioned to accept the February 8, 2015 conference call minutes with the corrections/additions. Kathy seconded the motion.**
- No discussion.
- **Vote: 13 Yes, 0 No, 0 Abstain. Motion passed.**

Treasurer Report –

- Reports were sent out prior to the meeting.
- Need sponsorships.
- OR and WA district money coming in. One WA district is sending in an additional \$500 for sponsorship of Large Drill.
- Last year had most sponsorships in hand by now.
- Concerned about bottom line – not a lot of wiggle room.
- The patches (both rockers for 2014 & 2015 and PNWIC patches) will be about \$1200.
- Did everyone receive the sponsorship letter? Yes.
- **Kathy will follow up with WA family who had access to shavings.**

Old Business

Facility –

- Shavings and Stalls –
 - Bulk shavings will be about \$40 per athlete – this includes disposal.
 - Bag shavings are \$6.25 per bag. We would charge athlete \$9 – this would include disposal.

- \$100 was what was said we would charge the athlete – this included the stall and bedding.
- How are we going to charge for shavings?
- Does PNWIC “eat” the cost of those extra shavings that the athlete needs?
 - Most agreed that a stall should come with at least 2 bags of shavings.
- Athletes can purchase extra shavings if needed.
- We need to adjust the budget for the cost of stalls and bedding.
- Athletes will have to purchase shavings at the fairgrounds – can’t bring own.
 - This is because we have to charge for the disposal of all shavings, so need to know how many are being used.
- How many/much shavings did we use last year?
 - We had some left over from OR state meet.
 - Used OR Willamette district as an example (they have to purchase shavings and pay for disposal) and increased that amount for tax.
 - \$11,000 budget includes stall rental – need to separate out.
- Need to come up with how many/much shavings to provide each athlete.
- Disposal is by the square yard.
- Contract with facility states that we can’t bring in shavings – have to use what they provide. They need to keep track of them.
- According to budget –
 - \$33,000 is income for stalls and bedding.
 - \$4500 is income for tack stalls and extra horse stalls.
- Extra stalls had to be ordered for last year. There is not enough in budget for extra stalls if needed.
- Need a cost break down from last year and numbers.
- **Denise needs a copy of the signed contract.**
- **Kathy and Sonya need to talk about this with the fairground facility.**

Awards –

- All awards have been ordered.
- Buckles done.
- 2nd and 3rd place awards will be trophy items for the house or barn.
- Under \$500 not covered yet.
- Budget is for \$9200. Will be close. Will be under budget.

Budget –

- Last year stalls were:
 - 350 stalls @ \$100 per stall = \$35,000.
- This year:
 - 14,000 stall days @ \$16 per day = \$22,400.
 - 700 bags of shavings (2 per athlete) @ \$9.25 = \$6475.
 - Total budget for stalls/bedding should be \$28,875.
- Budget needs to be revised to state the above for this year.
- Tack stalls are a flat rate of \$16.
- Stalls are \$16 per day.
- **Need to split out horse stalls, tack stalls, and extra stalls on registration form.**

- Who has a copy of the signed contract?
 - Karissa will email out a copy.
- Kathy and Sonya need to talk about facility and contact issues.
 - Agreed to talk tomorrow (3-16-2015) and also make contact with fairgrounds facility.

Schedule –

- Has been approved.
- Needs to be changed to Team Sorting (not penning).
- Was sent out to committee members.
- Is up on both OR and WA website links to PNWIC.
- Cows will be coming in on Saturday – not Friday.

Rules Changes –

- Only one is OR alternate for 2-man teams.

Cattle –

- Have contacted 3 vendors on the west side (WA).
- Two have prior commitments.
- The one vendor can supply cattle for \$1750 for the meet.
- Will be 34 head of cattle.
- Vendor is Kenny Stone – Cows R' Us.
- Will need to overnight the cattle at the facility.
- Will be bringing a couple of workers.
- This vendor does most of the WA meets.
- WA uses horned cattle.
 - WA rules are no more than 2". Same as OR.
- Will follow WA rules for horned cattle.
- Does the facility charge for pens? Overnighting of the cattle?
 - Not sure. During walk thru gentleman didn't seem to think we would be charged. But need to check.
- Will the cattle provider be there overnight?
- Can we set up panels or do the facility workers have to do this?
- Will need to get a contract from the vendor.
- What if we bring more teams/individuals for cattle events – will it cost more? No.
- Adam motioned to approve Kenny Stone with Cows R' Us as our cattle provider for the PNWIC meet. Karissa seconded the motion.
- No discussion.
- Vote: 13 Yes, 0 No, 0 Abstain. Motion passed.

Patterns –

- No update.

Programs –

- Waiting for sponsorships and event sponsorships.
- Also once qualifiers are known – will get other ads.

- A 5x8 will be considered a full page ad.
- Left hand page would be sponsor of an event – right hand page would be athletes qualified in event.
- Can't offer a "deal" if someone wants to sponsor both state meet and PNWIC.
 - Just too complicated.
 - Need to keep separate.
 - Need every penny for each meet.
 - Sponsor letters are separate.

EMT –

- Monroe Fire Station is 4 minutes and 1.48 miles from fairgrounds.
- They are familiar with equestrian events held at the fairgrounds.
- There will be no charge to be on site.
- Have never been asked to stay on site.
- Rig may be called to another call if need be.
- **Kathy will talk with fire chief and arrange to have vehicle on site.**

Radios –

- Currently have 14 radios.
- Huston will submit for the difference to his vendor.
- Will be less than last year.
- **Need to pass this information cost onto Denise.**

New Business

Portable Toilets –

- Maybe need 2 extra.
- **Kathy will check with fairgrounds.**
- **Please get those financial numbers to Denise to revise the budget.**

Next Meeting –

- Need to have a face-to-face meeting.
- Saturday, April 11, 2015, place TBD (will email out).

Hotels –

- Have the hotels been blocked? Yes.
- Rates?
- **Kathy will email out the rates.**

Points Program –

- Is in finalize testing.
- Will be forwarded to Scott.

Sponsors –

- Try to get sponsors from the area surrounding the fairgrounds.

Contract –

- The contract has the original dates – not the amended dates. Just an FYI.

Meeting adorned at 8:15 pm.

Future Important Dates:

Committee Face to Face Meeting; Saturday, April 11, 2015; 3:00 pm. Place: TBD (Portland area)