

Action Items

Motions Voted On

Minutes for OHSET State Board Meeting September 16, 2018 10:00 AM Willamette Education Service District Building, Salem, OR

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

Kari Laizure – NV, Kari Salzberg – NV, Ann Rusk – S, Kelly Porter – S, Tasha Ballsteadt – W, Heather Loveall – W, Corinne Dimick – NW, Connie Bamford – NW, Chris Dinsmore – NE, Jenny Tackett – NE, Christina Bates – C, Heather Zumwalt – C, Sena Gould – SV, Denise Greif – TRV

Guests – Wendy Bernards, Katie Renner, Launa James, Ron John, Wayne Harris, Casey Bergerson

Vote Count – 14 (Those underlined above are voting members at this meeting.)

NV – 2

S – 2

W – 2

NW – 2

NE – 2

C – 2

SV – 1

TRV – 1

Minutes –

- Was one correction to the June minutes. September meeting was listed as the wrong date – should have been the 16th not the 22nd. No other corrections or additions received.
- Tasha motioned to accept the June minutes with the one correction. Corinne seconded the motion.
- No discussion.
- Vote: 14 Yes, 0 No, 0 Abstain. Motion passed.

Treasurer Report –

- Reports were emailed out prior to the meeting by Denise.
- Reports –
 - State Raffle –
 - District payouts not listed.
 - \$38,000 made.
 - \$5000 goes into the scholarship fund.
 - \$7742 will go back to the districts.
 - \$5000 trip has been paid out.
 - State Meet –
 - \$25,000 donation includes Coastal and other sponsors.
 - Extra costs this year for the guest speaker.
 - Typical loss for a state meet.

- Have not raised cost of stalls or facilities in a while.
 - State pays for district medals now.
 - Cost for the “give a way” we do.
 - Sponsorships are low – that go towards the awards.
- PNWIC –
 - Everything has been entered for this year.
 - Awards seem high – remember over 50+ buckles to be purchased.
- Working on the budget.

Old Business

State Raffle –

- See above in Treasurer report.

PNWIC –

- Debrief Meeting –
 - Have not had one.
- Review of the PNWIC Survey –
 - Seems to be positive for the most part.
 - Concern about graduation dates and the conflict there.
 - Concern about the distance having to travel.
 - Move to Tacoma Unit in Spanaway?
 - Will check into that.
- Continue PNWIC?
 - Yes, will continue PNWIC.
 - Is it in the best interest of OHSET to continue it?
 - What do we need to do to take the work load off those who seem to carry the load?
 - Look for ways to spread the “wealth”.
 - Same people have been on the PNWIC board since the inception.
 - Would like to see some new faces.
 - Would like to see more youth involved.
 - Looking for other OHSET board members and other adults (within the district and/or teams) to be on the committee.
- Meet Dates –
 - Please get those to Kim and cc Scott.
 - Need to be up on the website.
- Judges Hired –
 - Please get those to JoAnn ASAP.
- Radios –
 - Cost to purchase quality radios is not within the \$1200 that was allowed.
 - Costs about \$400 for us to rent them.

- Clackamas County used some of theirs at the 4-H State Horse Fair – looked like they might work.
 - Candi will contact them and ask.
- Stop Watches –
 - Candi will order some more – better quality.
 - Please let her know if you need some more for your district or would like to order one for personal use.
- Equipment Needed –
 - Need to order a state OHSET flag for each district.
 - Will not include the pole – just the flag.
 - Cattle chutes –
 - Front and back included.
 - Candi will check with some sources.
 - District computers –
 - Should districts or state pay for these?
 - Decided they should be purchased by the districts.
 - State will pay for the QuickBooks software.

New Business

- North Valley District –
 - Michelle Michelson has resigned as district chair.
 - Their district secretary has also resigned.
 - Will talk with those in current leadership positions on how to proceed with district leadership.
 - Silverton –
 - A non-disclosure document was implemented with regards to social media.
 - Was not approved nor was OHSET notified of the document.
 - Document was implemented because of some bullying issues within the team.
 - Now having backlash because of the document.
 - Two adult representatives were asked by the board –
 - Why was the board and state chair not made known of what was happening within the team?
 - Why was the document drawn up with OHSET and not approved by the board or the state chair?
 - Discussion on what has been happening on the team.
 - Candi will meet with the team leadership to continue to work through this.
- Matt Richards –
 - How can we help?

- Lost about 20 cows, 1 horse, and all his winter feed in a barn fire.
 - A silent auction organized by SV raised approximately \$1700.
 - Various other districts are also going to organize fundraisers for him.
 - Kari S motioned that we support Matt with a gift of \$2500 from state OHSET. Heather Z seconded the motion.
 - Discussion –
 - Do we know what he will be charging this coming year?
 - Will be increasing with a minimum price.
 - Can we convert this to material donations? For example, feed?
 - He has no place to store it now.
 - He needs to decide what he needs first.
 - He is overwhelmed by all the outpouring of support from everyone.
 - Vote: 14 Yes, 0 No, 0 Abstain. Motion passed.
- Kris Stalnakar –
 - Update –
 - He is home and doing well.
 - Slowly getting back to work.
 - He donates the third-place awards for the state meet.
 - The blankets had the wrong year on them this year.
 - OHSET picked up the cost to correct all the blankets.
 - Was about \$2500.
 - Kris was very appreciative of the donation.
 - Please be sure to contact him directly when booking for meets.
- Points Program –
 - Right now most are running on Access 2010.
 - Need to upgrade to Access 2016 with the new run time.
 - Each district needs to have Office 365 to run Access 2016.
 - Cost is \$69 a year to have this.
 - Also asking WAHSET to do the same thing.
 - This will allow more enhancements for the program.
 - Can OHSET purchase this to be used by all the computers in the districts?
 - All districts need to upgrade and send receipts to Denise.
 - Kari S motioned that each district purchase Office 365 upgrade if needed and get reimbursed by the state. Heather L seconded the motion.
 - No additional discussion.
 - Vote: 14 Yes, 0 No, 0 Abstain. Motion passed.
 - Scott will let Don know.
- Insurance Renewal –
 - Please be sure to get all arenas updated on the spreadsheet that Denise will send out.
 - Cross out the old and add all new ones.
 - Renewal is November 1st.

- Would like to have all updates received back to Denise by September 30th.
- Additional Positions –
 - Need to reach out to others to help where needed.
 - Would like to have someone help in finding sponsors.
 - Karissa will continue to work with Coastal as she has developed a good working relationship with them.
 - Are there other places where we need to add other positions?
 - Rule chair position will be open after this year.
 - Need someone to mentor with Karen.
 - Needs to be someone able to handle all the communications from various contacts (districts, chairs, etc.) about the rule interpretations.
 - Could we separate out the jobs of the position?
- Work Session Topics –
 - Future of OHSET –
 - Planning for.
 - Succession – long term/short term goals.
 - Leadership planning.
 - Executive director?
 - Schools/Districts –
 - How do we deal with things the schools don't want to handle?
 - Wendy is available to help with conflict/issue resolutions.
 - The state board is here for you.
 - Sharing examples of how districts have dealt with certain issues/conflicts/situations.
 - Learning how we can use what worked.
 - Youth participation on the state board.
 - Change it, grow it?
 - Background checks?
 - By-Law amendments –
 - There are 3 or 4 things that would like to see in the by-laws.
 - Were recommended suggestions when attended the non-profit conference.
 - Promote OHSET through 4-H.
 - Protocol for first aid.
 - First year scholarships.
 - Judges.
 - 8th grade grooms/high school grooms.
 - Year-round practices.
 - The Haring's will be hosting a dinner on Saturday evening for everyone.
- First Year/Time Scholarships –
 - Budget for last year was \$3000.
 - Did go over budget.
 - Do have some money set aside for hardships.

- Scholarships are up to \$100.
 - Corinne motioned to allow up to \$5000 for 1st year scholarships. Was seconded.
 - Discussion –
 - Does everyone who applies get the scholarship? No.
 - What if more than 50 athletes apply?
 - Will receive all (if before the deadline) and review all that come.
 - Application states that up to 75% of what the district/state fee (combined) will be paid.
 - Already have criteria for the application.
 - Was decided to spread the scholarship out amongst the ones who applied last year.
 - Vote: 14 Yes, 0 No, 0 Abstain. Motion passed.
 - Will work on the details at the work session.
 - Deadline will be December 1st.
 - Need to add to the application that the applicant will notify the district chair.
- College Scholarship Process –
 - Seems to be working.
 - Will update the application with current dates.
- 8th Grade Participation –
 - Are grooms only.
 - Can't become competing athletes.
 - How do we get these kids excited about OHSET?
 - Rules –
 - OSAA doesn't allow 8th graders to practice with their own horse during sport season.
 - Chris motioned to allow 8th grade grooms to practice with their own horse at the team practices. Wendy seconded the motion.
 - Discussion –
 - Will we be in trouble with the OSAA rules with practicing?
 - Will this jeopardize our trying to be an OSAA sport?
 - They are more of a volunteer within the team – not to be coached.
 - What about warm up/cool down at the meets?
 - ✓ Yes, they can do that.
 - Can they bring their own horses to the meet?
 - What can grooms do?
 - Candi tabled this motion. Will be discussed at the work session.
 - Please bring to the work session what each of your districts does regarding grooms.
- Rules Chair –
 - Anyone with interest or know of someone – please contact Candi.
 - Would like to have someone in place before the state meet so they can work with Karen for the next rule book printing.
- Coaches Training/Topics -

- Who is teaching?
 - Bill – co-ops and eligibility
 - Denise – team finances
- Round tables –
 - Recruiting volunteers for the meets.
 - Practice ideas.
 - Gaming training.
 - Coaching gaming.
 - Safety.
 - Fundraising – Sue?
 - Incorporating youth into your district.
 - What does the judge look for?
 - Expectations.
 - Perspectives.
 - First aid – basics.
- Review Judge Criteria –
 - Judges retiring.
 - Would like to figure out a way to include other judges from other organizations.
 - 4-H might be allowing more flexibility for apprenticing.
 - Don't want our judges to become a "popularity contest".
 - For "other" organization judges –
 - Letters of recommendation from senior judges.
 - Still require some apprenticing.
 - Need to know and understand comment sheets.
 - Resumes.
 - Need some evidence of how they judge.
 - Evaluate after several meets to see how they fit with OHSET.
 - Discussion on hiring, suggestions, rating of judges.
 - Open to different ways of measuring "skills" of the judge(s).
- Patterns & Pattern Book –
 - Need to set a time line.
 - JoAnn will bring to the work session.
 - Patterns have evolved over the years.
 - Update older patterns to use.
 - Will review the pattern book at the March 30th state board meeting.
 - This year's (2018-2019) patterns will be posted on December 1, 2018.
- Coaches Handbook –
 - Coming out soon.
 - Final draft will be done by November 1st.
- District Chair Handbook –

- Scott has a copy of the original document.
 - Will send to Candi.
 - Chris has a hard copy of a “district” calendar.
 - Will send to Candi.
 - Would like to make this an officer’s handbook.
 - Yes, this would work.
 - Candi will have final draft ready December 8, 2018.
- OHSET Media Piece –
 - Will be ready soon.
 - Candi will send out for review.
 - Would like draft to go to press January 12, 2019.
 - Harrisburg Exception –
 - No information.
 - Co-ops/Eligibility –
 - None received.
 - Place for Annual Meeting –
 - Corinne will check with Wilco.
 - Send ideas of locations to Candi.
 - Speaker ideas –
 - AYHC attendees.
 - Would like Jenessa Teachout to present.
 - Importance of AYHC.
 - AYHC –
 - Application will be out soon and posted.
 - Will be in Pullman, WA/Moscow, ID area.
 - March 8 – 10, 2019.
 - Other –
 - Year-round practices –
 - No, not currently.
 - Insurance is year-round.
 - Will discuss at the work session.
 - IF changed – needs to be in the rule book.
 - Signers on the district account –
 - Those writing the checks should not be signing the checks.
 - Need to have checks/balances with your district accounts.
 - OHSET tries to do a review of at least a couple of the district’s books once a year.

- Website Issues –
 - Updated emails – follow up.
 - Documents need updating.
 - Is the website working for us?
 - Some of the information is not on the website.
 - Some of the information is outdated.

- Accident Forms –
 - Update to include “a refusal to treat” signed by parent.

- Promotional Materials –
 - Scott needs these, so they can be updated with new information.

Meeting adjourned at 1:50 PM.

Important Dates

2018

Performance Judges Meeting	Wednesday, October 17th	6:30 PM	Via ZOOM Meeting
Coaches Training	Saturday, October 20 th	9:00 AM	Deschutes County Fairgrounds Redmond, OR
Cattle/Gaming Judges Meeting	Wednesday, October 24 th	6:30 PM	Via ZOOM Meeting
Work Session	Friday – Sunday October 26 – 28th	TBD	Sun River, OR
State Board Meeting	Saturday, November 10 th	TBD	Willamette Education Services District Building (WESD) Salem, OR OR ZOOM Meeting
Coaches Training	Saturday, November 17 th	9:00 AM	Roseburg, OR
State Board Meeting	Saturday, December 8th	TBD	TBD
Annual Meeting	Saturday, December 8th	TBD	TBD

2019

State Board Meeting	Saturday, January 12 th	10:00 AM	WESD, Salem, OR
State Board Meeting	Saturday, February 23rd	10:00 AM	WESD, Salem, OR
AYHC Symposium	Thursday – Sunday March 7 – 10 th		Pullman, WA and Moscow, ID
State Board Meeting	Saturday, March 30th	10:00 AM	WESD, Salem, OR
State Board Meeting	Wednesday, May 8 th	7:00 PM	Deschutes County Fairgrounds Redmond, OR VIP Tent
State Meet	Thursday – Sunday May 9 – 12 th		Deschutes County Fairgrounds Redmond, OR
PNWIC	Friday – Sunday June 14 – 16 th		Deschutes County Fairgrounds Redmond, OR
State Board Meeting	Saturday, June 29th	10:00 AM	WESD, Salem, OR

2020

State Meet	Thursday – Sunday May 7 – 10 th		Deschutes County Fairgrounds Redmond, OR
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