

Zone One Coordinating Committee

Meeting Minutes

January 30, 2016

Hood River, Oregon

Call To Order: Dale Parker (Chairman) called the meeting to order at 8:37 am

Roll Call: The following clubs were represented: Central Oregon PHC, Inland Northwest PHC, Oregon PHC, Pacific Northwest PHC, Snake River PHC, Southwest WA PHC, WA State PHC.

Quorum Established: Yes

Previous Minutes: The previous minutes were read aloud by Secretary, Kory Kumar.

- Discussion of the minutes.
- Motion to approve the previous minutes by Shannon O'Dell. Seconded by Jessica Thorndycraft. The motion passed.

Treasurer's Report: Financials were presented by Treasurer, Kathy Tuttle-King.

- Discussion of current financials.
- Discussion of Year End 2015 financials were presented and discussed.
- Discussion of 2014 vs. 2015 financials were discussed and analyzed by the group.
- Zone made a profit off the Zone One Show for 2015.

Website: The website redesign is currently being worked on.

- The new website will be ready in mid-February.
- We need content and pictures for the website.
- Stacy Judd (last year's photographer) will provide us with any pictures needed for the new website.

OLD BUSINESS

2017 Zone One Show Location: Discussion of the differences in Albany, Oregon and Nampa, Idaho.

- Each person was allowed to give an open opinion via collaborative discussion format on their feelings for what the best location for the Zone One Show beginning in 2017 was.
- Both facilities are similar in cost.
- Nampa, Idaho offers the ability to pull from a larger area, and hopefully will allow for a larger number of exhibitors.
- Guests gave exhibitor perspectives on both facilities.
- A proposal was made to continue holding the show in Albany, Oregon for 2016 & 2017 so that we can grow financially before making a move to a new location. Discussion about this took place.
- A motion was made to move the Zone One show to Nampa, Idaho beginning in 2017-2018 by Shannon O'Dell. This motion was seconded by Jessica Thorndycraft. The motion passed with the following number of votes:
 - To move to Nampa, Idaho: 12 votes
 - To remain at Albany, Oregon: 3 votes
 - Abstained from voting: 1 person

Show Staff 2016: Bids were reviewed and discussed.

- Show Secretary: Karen Lunan submitted a bid.
 - A motion was made by Erin Henderson to accept Karen's bid for the secretary position. The motion was seconded by Leila Styler. The motion passed.
- In Gate: Kenna Slater & Kathy Parker submitted bids.
 - Discussion of the two bids.

- A motion was made by Lyla to accept Kathy Parker's bid for the In Gate position. The motion was seconded by Erin Henderson. The motion passed.
- Show Manager: Tammie Whitt submitted a bid.
 - A motion was made by Shannon O'Dell to accept Tammie's bid for the show manager position. The motion was seconded by Jessica Thorndycraft. The motion passed.
- Ring Steward: Jan Goding submitted a bid.
 - A motion was made by Erin Henderson to accept Jan's bid for the ring steward position. The motion was seconded by Shannon O'Dell. The motion passed.
- Announcer: no bids were presented.
 - Lauren Vansickle filled this role last year. Jessica Thorndycraft will reach out to her for 2016.
 - Linda Vance expressed interest as well.
- Scribes & Runners
 - An Oregon State High school Equestrian Team submitted a bid for these position.
 - A motion was made by Jessica Thorndycraft to accept the bid. The motion was seconded by Erin Henderson. The motion passed.
- Photographer: Stacy Judd submitted a bid for this position.
 - A motion was made by Mary Ann to accept Stacy's bid for the photographer position. The motion was seconded by Shannon O'Dell. The motion passed.

Judges Committee Report: Judges names were shared and the flat fee payment structure was discussed.

- Kory Kumar will write the judges contracts. Kathy Tuttle-King and Kory Kumar will sign the contracts.
- 2016 Judges are:
 - Carter
 - Carter
 - Rhonda Replogle (pending)
 - Brendan Brown
 - Tracy Willis
 - Jodi Finkerbinder

Host Hotel: Pheonix Inn will be our host hotel. Each room will be \$149.00 per night.

- Niki Slattery-Abila and Linda Vance are working on getting a better rate per night.

Flat Fee:

- Discussion of how to structure the flat fee for 2016.
- Discussion of different amounts of money to offer as a flat fee.
- A motion was made by Leila Styler to have the flat fee to move to \$400. This motion was amended by Leila to have the flat fee remain the same as last year \$425. The motion was seconded by Mary Anne. The motion passed.

Advertising/Sponsorships:

- Discussion of how to bring in sponsorships for 2016.
- Mary Anne's brother is very good at this, however, he lives too far away. He will provide assistance with this once we move to Nampa, Idaho.
- Erin Henderson shared that she has a relation who does sponsorship work, for a fee. He will receive 20% of any money he brings into Zone One.
- Erin will talk with her relation and report back to the board.

Zone One Logo:

- Zone One does not currently own the logo that was used last year. Brenda Woods designed that logo, and did all the embroidery work, as well as awards ordering. She is the current owner of the Zone One logo.
- A proposal was made to have Danyelle Harp design a new logo for Zone One. The logo would come to us digitized, which allows any company to embroider, screen print, or vinyl print it. Danyelle will also provide 4 promotional items, such as flyers for us to use. The cost of having Danyelle do this is \$100.

- The board requested logo proofs for their approval prior to moving forward with this.
- A motion was made by Leila to have Danyelle provide logo proofs for approval. This motion was seconded by Kory Kumar. The motion passed.

Professional Hire for Trail: A proposal for trail was presented for board discussion.

- Robert Dehn will design the trail courses for Zone One.
- Robert Dehn will provide instruction on a Zone Hosted trail clinic Wednesday prior to the beginning of the Zone Show.
- Jessica Thorndycraft will work with Robert Dehn to set up the clinic and trail course.
- A motion was made by Leila to accept Robert's proposal and to move forward with hiring him to run trail at the show, as well as to instruct a clinic prior to the show. The motion was seconded by Louise Bruce. The motion passed.

Outside Audit of the Books:

- Discussion of who to have do this audit.
- The board discussed the need to have someone outside the horse industry complete the audit.
- Kathy Tuttle-King will propose to the board different CPA's that are near to her residence.
- Debe Palmer shared that she knows a CPA that travels to Kathy's area. She will provide contact information of this person to the board for approval.

Northwest Championship Classes:

- Zone One will offer the championship classes again for 2016. We are allowed to have as many championship classes as we want, however, APHA will only pay for 15 of them.
- Discussion of the 20 classes we held in 2015 that are eligible for the championship in 2016. Of these 20 classes that are eligible, we are allowed 15 of them at the show.
- The rules state that an exhibitor cannot have been top 5 at the World Show with in the last 5 years for Halter, and an exhibitor cannot have been top 10 at the World Show within the last 10 years for all performance classes.
- Northwest Championship classes will run concurrent with the Zone One class (same as last year).
- A motion was made by Leila to include amateur and youth halter classes. The motion was seconded by Linda Vance. The motion passed.
- A motion was made to keep all classic, masters and open classes that are eligible by Shannon O'Dell. The motion was seconded by Erin Henderson. The motion passed.
- A motion was made to have novice amateur showmanship, walk trot pleasure and walk trot horsemanship as championship classes by Shannon O'Dell. The motion was seconded by Kory Kumar. The motion passed.
- The following classes will also offer a Northwest Championship.
 - Amateur Halter Mares
 - Youth Halter Mares
 - Youth Halter Geldings
 - Amateur Halter Geldings
 - Showmanship Classic Amateur
 - Showmanship Masters Amateur
 - Hunter Under Saddle Classic Amateur
 - Hunt Seat Equitation Classic Amateur
 - Trail Open Senior Horse
 - Trail Open Green Horse
 - Horsemanship Classic Amateur
 - Western Riding Open Senior Horse
 - Novice Amateur Showmanship
 - Walk/Trot Amateur Western Pleasure
 - Walk/Trot Amateur Horsemanship

NEW BUSINESS

Class Schedule for Zone One Show: A great deal of discussion took place on the way in which to organize the classes to accommodate everyone.

- A motion was made to have halter count toward the highpoint, but not be required in order to qualify for a highpoint by Diane Rouse. The motion was seconded by Louise Bruce. The motion passed.
- A motion was made by Mary Anne to add Ranch Pleasure, Ranch Trail and Ranch Reining as a youth, amateur, open and solid bred class to the 2016 class list. The motion was seconded by Kory Kumar. The motion passed.
- A motion was made to add color halter for open tobiano horses and open overo horse by Leila. The motion was seconded by Mary Anne. The motion passed.
- A motion was made to take out the Rookie classes from the 2016 schedule by Niki Slattery-Abila. The motion was seconded by Kory Kumar. The motion passed.
- The following is the board voted and approved organization of the class schedule for 2016:
 - Thursday: start time 8:00 am
 - Trail
 - Halter
 -
 - Friday: start time 8:00 am
 - Western Pleasure
 - Western Riding
 - Horsemanship
 - Lunge Line
 -
 - Saturday: start time 8:00 am
 - Driving
 - Hunter Hack
 - Hunter Under Saddle
 - Hunt Seat Equitation
 - Games
 -
 - Sunday: start time 8:00 am
 - Showmanship
 - Reining
 - Ranch Riding
 - Ranch Reining
 - Ranch Trail
 - Ranch Pleasure

Show Fees:

- The voted flat fee will remain the same for 2016 as it was for 2015: \$425
- A motion was made by Shannon O'Dell to not make any changes to the individual class fees from last year. This motion was seconded by Jessica Thorndycraft. The motion passed.
- Discussion on the enforcement of late fees for all exhibitors who do not meet the criteria for the Early Bird Discounts. The board felt this was appropriate and will enforce late fees.
- A motion was made by Niki Slattery-Abila to charge Canadian exhibitors at par. This motion was seconded by Jessica Thorndycraft. The motion passed. We also need to advertise this in our show flyer!
- Discussion on stall prices, since we are adding a day to the show with the trail clinic.
- Erin Henderson and Mary Anne will check stalls every day and report the number to the board.
- A motion was made by Erin Henderson to have early bird stall fees be \$175 for the entire show; \$110 for 2 days; and \$55 for a single day. This motion was seconded by Linda Vance. The motion passed.
 - Full Weekend Stall \$175
 - 2 day stall \$110
 - 1 day stall \$55
- A motion was made by Jessica Thorndycraft to have stall fees outside of the early bird discounted rate time frame be; \$225 for the entire weekend; \$150 for 2 days and \$75 for a single day. This motion was seconded by Leila. The motion passed.
 - Full weekend stall outside of the early bird time frame \$225
 - 2 day stall outside of the early bird time frame \$150

- 1 day stall outside of the early bird time frame \$75

R.V.'s for Show Staff & Judges:

* Erin Henderson will check into getting R.V.'s again for this year. She will report back to the board.

Awards:

- Remaining 2015 inventory was discussed.
- An Awards Committee was formed: Dale Parker, Kathy Tuttle-King, Niki Slatterly-Abila, Shannon O'Dell and Jessica Thorndycraft.
 - The purpose of this committee is to make recommendations to the board.
- We need the following for Top 5 Awards:
 - 1 Youth Walk/Trot
 - 2 Classic Amateur
 - 3 Masters Amateur
 - 3 Youth 14-18
 - 1 Novice Youth
 - 1 Amateur Walk/Trot
- An awards budget was discussed and established.
 - A motion was made by Leila to set an estimated dollar amount for awards to be purchased. The motion was seconded by Linda Vance. The motion passed.
- Buckle designed were discussed and priced out.
- Having an all-around saddle award was discussed.
 - Different saddle vendors were shared and prices were discussed.
 - A motion was made by Leila to pursue all-around saddles; youth, amateur and open. This motion was seconded by Shannon O'Dell. The motion passed.
 - Information regarding saddle vendors and prices will be prevented to the board via the Awards Committee by February 22, 2016.

Show Committee:

- A show committee was created. The show committee will consist of Mary Anne, Jessica Thorndycraft, Dale Parker, Shannon O'Dell, Erin Turner-Henderson, Linda Vance and Kathy Tuttle-King.

A motion was made by Jessica Thorndycraft to adjourn the meeting. The motion was seconded by Debe Palmer. The motion passed. The meeting adjourned at 3:03 pm