**Jefferson County Horse and Pony Project**

**Board Meeting Minutes**

**July 7th, 2022, 7:00pm**

Present:

Jenn Olson, Co-Chair

Matt Hanson, Co-Chair

Lori Hogan, Treasurer

Erica Neis, Secretary

Terri Besch, Reporter

Angela Mitchell, At-Large Member

Julie Lohman, At-Large Member

Lauren Hanson, Youth Chair

Bella Mitchell, Youth Vice-Chair

Ava Armstrong, Youth Secretary

McKynzie Neis, Youth Treasurer

Rylie Neis, Youth Reporter

Mason Blazewicz, Youth Member

Mary Grace Lohman, Youth Member

1. Lori H. called the meeting to order at 7:02pm.
2. Pledges were led by Bella M.
3. Secretary’s Report was read by Erica N. – The June minutes have been posted on the website and a hard copy was made available. McKynzie N. made a motion to approve the Secretary’s Report, seconded by Rylie N. Motion passed.
4. Treasurer’s Report was read by Lori H.

- Starting Balance: $24,876.72

- Ending Balance: $31,196.50

Ava A. made a motion to approve the Treasurer’s Report, seconded by Angela M. Motion passed.

1. Fair – Next Week!!
	1. 53 horses, 57 youth signed up
	2. Announcers
		1. Wednesday: David Gross
		2. Thursday: David Gross
		3. Saturday: David Gross
		4. Saturday Evening: Jessica Pfeifer
		5. Sunday: Shannon Streich
	3. Ring Steward
		1. Wednesday: Sue Zimmerman
		2. Thursday: Marri Heimstreet
		3. Saturday: Sue Zimmerman
		4. Sunday: ???
	4. Herdsmanship Judges – Angela pointed out that Herdsmanship is a fair class and suggested that we need to reach out to Brian or Penny to see if Fair Park is providing judges. We need to know how to get their tickets to them. The judges that we have lined up are:
		1. Karen Grunewald
		2. Helen Weisensel
		3. Cory Randall
	5. Fun Show Judge is Jim Clark
	6. Pizza or subs? Angela mentioned that Tuesday 7pm might be a better day for this. The board agreed on pizza on Tuesday evening. Angela will order the pizza.
	7. Saturday Evening
		1. Jenn mentioned that there is advertising for this at both 5pm and 6pm. In past years, the start time has been 6pm and Rough Riders are planning for that. The board agreed to a 6pm start.
		2. Jenn will talk with Penny about a schedule for arena watering.
		3. Jessica Pfeifer will be the announcer.
2. Fair Planning
	1. Ground Poles have not been painted yet – the board agreed to skip this for now.
	2. We need to make sure that Fair Park has AV working in the barn. Jenn will contact Penny about this.
	3. Walkie Talkies – Matt has gone through them (8 sets of walkie-talkies and 6 headsets). They are working and charged. Matt will leave them in the upstairs of the indoor arena.
	4. Photo Corner – Matt said there is some sand in that spot, but that it is not enough. Matt will check into that by Monday and set up the photo stand on Monday.
	5. Middle aisle decorations and info board
		1. We need sign-ups posted for each day. Angela will re-do the current sign-up sheets. Angela suggested that the youth board should sing the National Anthem together on Wednesday.
		2. Grounds clean-up – Angela mentioned that it is typically done by club. She suggested that everyone should pitch in on Saturday and that we should have more wheelbarrows (supplied by Fair Park). Terri suggested that each youth sign up for an hour time slot.
		3. Info to post on the board: expectations for clean-up, welcome bag pick-up time (6-7pm Tuesday), JCHP non-show schedule, showbill, ring etiquette, barn rules/fair rules, etc.
	6. Herdsmanship – Jenn has the scoring sheets. Angela said that Stable Stompers has one trophy and that the small group trophy is at fair park and needs to be cleaned up.
	7. Saturday Evening Show
		1. Matt has everything he needs.
		2. Jenn has cake, plates, forks, napkins covered.
	8. Sunday Fun Show – We have 23 classes if we keep it the same as last year. Jenn passed around the class list binder for review. Lori looked for possible ribbons on amazon and will order. Angela said there is plenty of crepe paper in the shed. Erica will be in charge of clear cups. Angela said that UWEX has cups/spoons in storage that might work, or metal spoons that can be stored in the shed and reused each year. Julie will donate eggs for egg/spoon.
	9. Tents – The board discussed two possible tent options and agreed to rent from Capitol City Tent Rental for $448.23. Matt asked if one 20x20 would be enough. There was discussion from the board on renting one tent or two. Angela suggested getting just one this year and getting feedback for next year. Angela made a motion to rent one 20x20 tent for $448.23, seconded by Lauren. Motion passed. Jenn will find out what payment method is needed.
	10. Fair Tickets Needed – 25. Lori will get these tomorrow and Angela will distribute them. Lori will send tickets with thank you notes to the ambassador judges.
	11. State Expo and Gymkhana - Angela said that the meeting for state is Friday. Flyers will be printed and they will be checking qualification cards. All paperwork is due on Sunday of Fair.
	12. Each club provides raffle prizes for the drawing on Saturday night– Jenn will send a separate email reminder for clubs to bring them on Saturday after the show.
3. Concerns
	1. Jenn clarified her position on the judge reimbursement. She asked the board if we want to be notified of everything before she has all the information or if she should wait until she has all of the information. There was discussion on this topic and it was decided that, moving forward, Jenn would provide any info when she gets it.
	2. Youth Members
		1. Missing deadline for paperwork – several seniors are being allowed to show despite not turning paperwork in and fair park is allowing this without repercussions. There was discussion about special circumstances – these youth have had plenty of reminders and have not mentioned special circumstances. Lori suggested that we could take away state privileges. Terri mentioned that other county kids outside of 4-H might also be involved in our fair.
		2. Erica mentioned that kids went to state last year without qualifying. Angela said that all qualification cards will be cross-referenced this year.
4. Fair info from Penny LePak:
	1. Sunday – stalls will be marked by club and maps will be placed in the center aisle.
	2. Schedule at fair – Penny will be available from Tuesday through noon on Thursday, on Friday night, all day Saturday, and on Sunday for horse pick-up.
	3. Requests
		1. Angela will help Penny with check-in on Tuesday (1-7pm)
		2. Stalls with fans – cords must be up high and out of reach of horses (duct tape/zip ties work well).
		3. Manure must be put in the back of the manure pit (all days, but especially on Sunday). Angela will make a sign.
5. Other Business
	1. MNL’s – start back up on July 25th. Both Jordan and Cailyn would love to come back.
		1. July 25th -- Open Ride
		2. August 1st – TBD - Gymkhana? Jenn has not been able to find someone to do this. Board should brainstorm.
		3. August 8th – ???
		4. Last one is a party/fun night
	2. Drewek Family discussion – tabled until August board meeting (tree/plaque, scholarship, how do we treat this with other families in the future and to not upset anyone about youth members that have passed away in the past?).
	3. Banquet Budget - $1350 last year. A $2000 budget was suggested for this year. Erica made a motion to increase this year’s budget to $2000, seconded by Bella. Motion passed.
	4. Scholarships – all info is on the website. July 22nd is the deadline. This info can be posted on the info board at fair.
	5. What can we do to thank Penny for all of her hard work over the years? Ideas included a vacation, gas card, restaurant. Ava suggested a plaque. Angela motion for $50 gas card, $50 restaurant gift card, and plague to be presented at August banquet, Jenn seconded, passed. Lori will take care of the plaque. Erica will take care of the restaurant gift card. We have three gas cards left.
	6. We have 18 seniors – Kim has emailed them asking them questions for the senior ride.
	7. Angela needs pics (5 or 6 from each kid) for the big board at fair.
	8. T-Shirt update from Matt – 67 items ordered as of Tuesday. Angela asked for 12 shirts via email and never heard back. Matt will follow-up.
	9. Jenn reviewed comments from after fair last year – most complaints were about not knowing where/when to get welcome bags. Angela will send this info out via email/facebook/etc. along with all other reminders needed for fair. Also, there were complaints about safety issues by the gates. We need to be clear about cones and the area between arenas. Drones were an issue last year. Lori suggested reaching out to the PD about this. People were disappointed that we ran out of time on Sunday Fun Day. Costume Class is the first class, and horses/riders should be ready at 9am.
	10. Timers are ordered and on the way.
	11. Lori mentioned that Molly’s Custom Silver runs sales throughout the year. If we know what we want for belt buckles ahead of time, we can order at anytime and ensure that we get them on time!
	12. Julie said she’d be in charge of ice for the bottled water at fair.

Meeting adjourned at 8:54 pm by Jenn O.

The next board meeting will be August 4th at 7:00pm.

The next countywide meeting and banquet will be August 16th at 6:00pm.