

**Minutes of Zone 2 Meeting
December 8, 2002
Holiday Inn
Reno, Nevada**

Meeting was called to order by President Doug Haws at 11:00 am. Directors present were Shiela Plimpton (NV), Vince Fance (CA), Sharon Avery and guest Gary Avery (NV), George Maxwell (CA), Bob Lentz (CA), and Marla Fadel (UT).

Minutes from the November 3, 2002 meeting held in Las Vegas were read and approved.

Treasurer's Report

Sheila distributed the Profit & Loss - January through December 2002 (10/22/02) and a Transaction Detail By Account - January through December 2002 (12/07/02). There was no change since the last report.

Refunds from Regional Clubs: Sheila has received a check in the amount of \$255.00 from California and another from Nevada for the overpayment of Zone fees. She has not received reimbursement from Utah. Doug will follow up with the Color Country PHC and Marla will follow up with the Utah PHC.

There was a question on the treasurer's report regarding the current balance. The November minutes stated the balance was \$38,000 and the February minutes state there was a balance of \$34,000, including a \$4,000 payment to the Reno Livestock Events Center for stall deposit. There was a loss of approximately \$8,900 on the 2002 Zone 2 show. It would appear the current balance should be approximately \$25,000, but the current Financial Report shows a balance of \$16,000. Sheila brought up the check register on her laptop for anyone who wanted to look at it. Approval of Financial Report pending.

Location of Zone Show and Dates

Sharon went to the Reno Livestock Events Center the day after the last meeting to check on availability of the preferred dates, May 30-June 1, 2003. This date is not available due to a Cutting Horse Extravaganza; however Sept 4 - 7 is available. There was a conflict with a show held in Fallon, NV, but they moved it. Show will run 4 days. Vince motioned and Bob 2nd to accept the Sept. 4-7 dates at the Reno Livestock Events Center for the 2003 Zone 2 Show. Motion passed.

Program

Sheila still needs a classlist for the Premium Book. Advertising for the Premium needs to be camera ready & in to Sheila by May 1. Premium to be mailed by Memorial Day.

Sheila submitted a photo of the winners of the first Zone Show ever held, 1980. Sheila motioned to use the photo for the cover of the 2003 Premium Book. Sharon seconded. Motion passed.

The Zone 2 Website is being maintained by Sheila. Cost is \$400/year for the server, space and domain name. We have 10GB of space and have never charged for ads. After discussion, the following proposal for cost of Ads and Sponsorship was made:

Vendor Space Only - \$85.00

Full page black & white ad in Premium Book Only - \$75.00

Ad on Website Only - \$30.00

For a Donation of \$250.00 the sponsor would receive:

Booth Space

Full page Black & White Ad in Premium Book

Ad on Website

(if no booth was desired the donation/cost would be \$200.00)

Futurity Sponsorship - \$1,000.00 (\$750.00 to be added to the Sponsored Futurity – No money is added to un-sponsored Futurities)

Sponsor must specify which futurity they are sponsoring.

Sponsor would receive booth space, full page black & white ad in premium book and an ad on the website **plus** sponsor supplied sign on the arena floor during the show and mention of the sponsor's name/logo on all applicable futurity promotion.

Futurities for 2003 to be:

2 Reining - Open & Non-Pro, 2 year old Western Pleasure, Non Pro Longe Line, Open Longe Line, 3 Yr Old Hunter Under Saddle, 2 Yr old Hunter Under Saddle, 3-4 Year old Western Pleasure and 3 Year Old Western Pleasure.

High Point Sponsor - \$500.00 (6 High Points Awarded: Open, Amateur, Novice Amateur, Youth 11 & Under, Youth 13 & Under, and Youth 14-18)

Sponsor would receive a Full Page Ad in Premium Book and an Ad on Website (no booth space).

Category Sponsor - \$400.00 (16 Awarded: Jr & Sr Cattle, Jr & Sr Performance excluding cattle, English Horse: Open, Amateur, Novice, Youth 11 & Under, Youth 13 & Under and Youth 14-18, and Western Horse: Open, Amateur, Novice, Youth 11 & Under, Youth 13 & Under, and Youth 14-18.

Sponsor would receive a 1/2 Page Ad in Premium Book and an Ad on Website (no booth space).

Expenses for Awards are approximately \$16,000 including the General Store which is approximately \$10,000.

A motion was made by George & seconded by Vince to accept the above Sponsorship Proposal. Motion passed.

Appointment for Show Chairman

Vince motioned for Sharon Avery to remain the Show Manager for the 2003 Zone Show. Sheila seconded. Motion passed

Proposed Budget

Sheila passed out a Profit & Loss showing the income and expenses for the years 1999 through 2002. The average for the 4 years is the proposed budget for 2003. She also distributed and explained an itemized list of all payments to/for Show Management. She contacted the Nugget regarding rates for the 2003 show. The Nugget's rates are \$90.00/night for staff with no complimentary rooms. Holiday Inn's rate is \$69.00/night and in the past has given 10 complimentary rooms. 15 rooms were used for management last year and 280 total nights were rented under the block. Sharon motioned to accept Holiday Inn as the host hotel. Vince seconded. Motion passed.

Discussion on cost involved in producing the Program; 1500 copies were printed last year. Sheila used an address service and used a bulk main non-profit permit to save costs of mailing.

Discussion on cost to rent jumps (\$772.20 and only 6 exhibitors in the jumping classes). If jumps were purchased, transporting and maintaining the jumps would be a factor. It was decided to continue renting the jumps for the show.

Discussion on stall charges: Cost is \$64 per stall for the circuit plus \$5 for shavings, total \$69.00. It was decided to leave the current stall charges at \$125.00 for the circuit.

Discussion on staff: All staff is paid \$150.00 per day plus room and meals while at the show. Sharon Avery was both Show Manager and Awards Chairman. She can get by with 1 good person for Arena Crew, plus a flagger for the roping. 3 Ring stewards needed; Sharon Bates, Nikki Wilson & Ann Elliott will be contacted, also John Taylor for the back gate and Taffy Wolf, announcer. Sharon will contact Lynn Molina to see if she is still available for Show and Futurity Secretary and Sheila will check on how she figures her bill. Ribbons can be picked up at the General Store so people will not be needed to hand out ribbons in the arena. Marla will be the Pointkeeper. Steve Pope will do the food.

Last year Judges were paid a flat fee (no overtime) of \$1,800.00 plus room and meals while at the show (3½ days). They paid their own airfare. This year the show will run 4 days. The going rate for Judges is \$500/day. Vince motioned to offer judges a flat fee (no overtime) of \$2,000 plus room and meals while at the show, judges to pay their own travel expense. Sheila seconded. Motion passed.

George said there are 2 clubs in California who would like to use a requirement for their members to donate 2-4 hours time at the Zone show in order to qualify for year end awards. Sharon will have a sign-up sheet and will coordinate dates and times.

Discussion on Entry & Stall fees for committee members: In the past, show fees have been paid for some committee members and/or spouses and stalls were provided at cost. There is need for work to be done during the year that isn't part of the show budget. It was decided that all members should submit expenses incurred for re-imburement, but entry fees should not be paid directly. The board also agreed to pay Gary Avery \$7.00/hr for the work he does during the off season. Sheila motioned that stalls be provided for committee members at cost. Sharon seconded. Motion passed.

Advertising

Discussion on advertising the 2003 show in various club directories. George will talk to Denise Munson on prices for the California directory. Marla does the Utah Directory - cost is \$225 for full page black & white ad. George motioned that black & white ads be placed in all 3 (California, Nevada, and Utah) Directories. Ads to include new show dates, host hotel information, Show Manager & Show & Futurity Secretary information and the website address. Vince seconded. Motion passed.

Miscellaneous

Sharon is already working on the awards. If anyone has any suggestions, please contact her.

Everyone should review last year's classlist for future discussion. Sharon will do the classlist and Trail patterns. Doug will do the Pattern Book.

Sheila will send a revised Treasurer's Report to committee members.

The next meeting was set for February 16th in Sacramento. George will make arrangements.

Motion to adjourn made by George, seconded by Vince. Meeting adjourned 1:35 p.m.

Respectfully submitted by Marla Fadel 1/4/03

Corrections:

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