



**Coordinating Committee Meeting  
11:00 a.m.  
February 11, 2006  
The Beach  
365 Convention Center Drive  
Las Vegas, Nevada**

- I. Call to Order***
- II. Minutes of last meeting***
- III. Treasury Report***
- IV. 2006 Show***
  - A. Arena & Stalls**
  - B. Class List & Premium**
  - C. Staff**
  - D. Judges**
  - E. Awards**
  - F. Sponsorships**
  - G. Advertising**
- V. Old Business***
- VI. New Business***
- VII. Next Meeting***

**Minutes of Zone 2 Meeting held February 11, 2006 at The Beach, 365 Convention Center Drive, Las Vegas Nevada.** Present were Denny Thomas, CA, Terri Wirthlin, NV, Sharon Avery, NV, James Christopherson, UT, Marla Fadel, UT, Lynn Harding, UT, and Bob Thomas, guest. Bob Wagg, CA, was excused due to a conflict with their club's awards banquet. Meeting was called to order at approximately 11:15 a.m. by Terri Wirthlin.

### **Minutes of last meeting – November 20, 2005**

There were no corrections to the 11/20/2005 minutes. Sharon motioned to approve the minutes as submitted, seconded by Denny. Minutes approved.

### **2006 State Representatives**

There was a question as to whether Bob Lentz would be continuing as Zone 2 Representative from California. Denny will try to find out.

### **Treasurer Report**

James had not received any of the financial records from Sheila as yet. Balance in the Zone 2 account as of the last meeting was reported as \$3,193.18. Sharon gave James a check for \$900.00 drawn on the Zone 2 account as promised in prior emails (Addendum #1), however, the balance in the Zone 2 account on 2/09/2006 was \$886.28. Marla obtained a cashiers check from US Bank made payable to Western Regional Zone 2 for that balance to use in setting up a new Zone 2 account along with a statement history from 11/01/2005 through 2/09/2006 (Addendum #2) showing withdrawals of \$25.00 for service charges (3), and checks for \$3.00, \$13.00, \$40.00 and \$2,111.86. Sharon motioned and Lynn seconded to close the old account and open a new one. Signers on the new account to be James Christopherson (Treasurer, UT), Marla Fadel (Secretary, UT), Denise Thomas (CA), and Sharon Avery (Vice President) NV. Motion passed. Sharon noted that we should request a copy of the Western Regional Zone 2 Letters of Incorporation from the Bank when opening the new account. Denny motioned to approve the Treasurers Report, seconded by Sharon. Treasurer Report approved.

Next was a discussion as to how we should manage to pay the start up fees for the upcoming May show with \$886.28. Sharon asked what the Utah PHC would be willing to do. The UPHC has already paid the \$500 deposit on the arena as the contract is in the UPHC name, and will pay the APHA approval fee of \$150. The UPHC will also pay to print & mail the show premium and pattern books if they need to be paid before stall money is received. The UPHC can be repaid from show income at the conclusion of the 2006 show. Any other expenses that need to be paid before funds are received would need to be approved by the UPHC Board of Directors. James agreed to use his personal credit card to pay for any judge's airfare - to be reimbursed at the conclusion of the 2006 show. The Salt Lake County Equestrian Park will not require a deposit to reserve stalls and the CottonTree Inn (host hotel) does not require any deposit. The cost of awards would most likely be the only other expense that would be incurred prior to the show.

### **Awards**

Sharon noted that the awards budget was set at \$14,000, but in light of the financial situation should be reviewed. After discussion, it was agreed that we would not do the General Store this year, but would do High Point & Reserve Walk Trot, Novice Youth, 13 & Under, 14-18, Novice Amateur, Amateur 19-44, Amateur 45 & Over, Jr Horse & Sr Horse with a budget of

approximately \$300 for Hi Points (\$2,700) and \$100 for Reserves (\$900) and class overall awards (budget \$15 per class – approx. \$2,280) and class overall reserves (\$10 per class – approx \$1,500). Possibilities for the awards would be buckles, sheets and chairs. Inventory on hand from General Store will be used to make “buckets” to award to randomly drawn class placings or as can be used for the High Point awards. We will also award Grand & Reserve Halter ribbons and we will give a High Point and Reserve halter award in all 3 sex divisions. Sharon motioned and James seconded to set the revised Awards budget at \$8,000. Motion passed. We will try to have awards expenses billed so they can be paid after stall money is received.

Memorial awards will only be given if they are sponsored. In the past Tom Sanders (Eastern Nevada PHC) has sponsored the Duane Pettibone (Reining) Award, the Nevada PHC has sponsored the Sharon Bates (open barrels poles & stake race), California sponsored the Al Reese (open over fences) and Sheila & Allen Plimpton sponsored the Paul & Jean Mullan award (open heading, heeling & steer stopping).

## **2006 Show**

### **Classlist & Premium**

Marla distributed a draft of the Showbill, Classlist, Entry and Stall Forms. Denny suggested re-arranging the roping classes to put the Open roping events first, then working cow horse and then the Youth & Amateur Roping. Marla will check with the cattle supplier and show management to see if they have any input on the change. Sharon motioned and Denny seconded to approve the 2006 Show premium with the possibility of making that change. Premium approved.

### **Show Staff**

James is in the process of hiring help. Dan Bierman may not be available as arena manager this year. James will see if Bob Lentz will still be doing the gate with Jim Spindler. Gary Avery will be available to help since we won't be doing the General Store. Terri noted we will need 6 scribes available for all individual work classes. Laura Fowler will be head ring steward.

### **Sponsorships**

Parragon Press will be printing the premium at cost. Letters have gone out to the Regional Clubs requesting at least a ¼ page ad. Ad prices in the premium are \$300-Full page, \$200 ½ page, \$125 ¼ page and \$50.00 Business card. The UPHC will contribute \$300 for a full page ad.

### **Advertising**

The UPHC donated a full page in their Directory again this year. Marla will check with Kelly Barnes/Lope and Lead magazine to see if she will donate a full page as she did last year.

### **Old Business**

James reported on the 3 checks to the Utah PHC that were questioned at the last meeting. The \$1,926 was the State Awards check from Zone 2, 2004 Show that the UPHC had not cashed. The \$777.36 was reimbursement to the UPHC for 2005 show expenses (\$121.50 awards, \$524.54 judge's car rental, \$51.00 Express Shuttle, \$80.57 Pizza for judges). The \$819.02 was the Zone 2 share of split expenses (mailing \$58.08, photographer assistant airfare \$148.44, pattern books

\$336.76, and \$275.74 on James' personal credit card for photographer hotel, and airfare and express shuttle expenses for Laura Fowler).

The UPHC has paid the hotel bill for last year which will be split according to the agreed 60/40% split as no receipts have been provided.

Next meeting will be at the Zone Show May 25-28.

Lynn Motioned to adjourn, unanimously seconded. Meeting adjourned 1:15 p.m.

Respectfully submitted,

Marla Fadel

Corrections:

1.)

2.)

3.)

4.)

*Secretary's note....As of 2/23/2006 these minutes have NOT been approved.*

Addendum #1 to Minutes of Western Regional Zone 2 Meeting held February 10, 2006.

---- Original Message -----

**From:** ohd4lvng@aol.com

**To:** Sheilap888@msn.com

**Cc:** marlafadel@hotmail.com ; Sheilap888@msn.com ; paintmee@aol.com ;  
windsong@phonewave.net ; brad@bbjco.com ; dthomas@tcsn.net ; Lentz@softcom.net ;  
eandl@sisna.com ; dallasscowboys@juno.com

**Sent:** Saturday, February 04, 2006 7:12 PM

**Subject:** Financial information

Sheila;

Since the meeting is coming up I need to get Zones information. Can u e-mail me the quickbooks information and how do we change over the bank information. In checking I beleive you have to sign the release.

I hope your doing okay.

Sincerely, James

-----Original Message-----

From: Sheila Plimpton <sheilap888@msn.com>

To: ohd4lvng@aol.com

Sent: Sun, 5 Feb 2006 08:02:49 -0800

Subject: Re: Financial information

I have talked to Sharon and will send a check with her. That is how it was handed to me. If you want some bank statements, I will send them along. After paying my credit card for the awards you will get about 980.00. Good luck and do the best you can!!

Sheila

From : <ohd4lvng@aol.com>

Sent : Tuesday, February 7, 2006 9:11 AM

To : sheilap888@msn.com

marlafadel@hotmail.com, Sheilap888@msn.com, paintmee@aol.com, windsong@phonewave.net,  
CC : brad@bbjco.com, dthomas@tcsn.net, Lentz@softcom.net, eandl@sisna.com,  
dallasscowboys@juno.com

Subject : Re: Financial information

Shelia;

Let me understand this, you are refusing to give Zone II its own financial information??

Also, you cut yourself a check, without board approval or two signatures as we agreed? How much? Are there any others?

Send all that you will, Fed-Ex on my account #1956-4249-4.

James

----- Original Message -----

**From:** PAINTMEE@aol.com

**To:** OHD4LVNG@aol.com ; sheilap888@msn.com

**Cc:** marlafadel@hotmail.com ; windsong@phonewave.net ; brad@bbjco.com ; dthomas@tcsn.net ; Lentz@softcom.net ; eandl@sisna.com ; dallasscowboys@juno.com

**Sent:** Wednesday, February 08, 2006 11:03 AM

**Subject:** Re: Financial information

Sheila, can you send the information to James for this weekend, he will need it. We need to do some kind of financial planning for the show at this meeting.

Thanx

Terri

-----Original Message-----

From: Sheila Plimpton <sheilap888@msn.com>

To: PAINTMEE@aol.com; eandl@sisna.com; Bob Janice Wagg <dallasscowboys@juno.com>; Brad Jones <brad@bbjco.com>; Sharon Avery <windsong@phonewave.net>; Bob Lentz <Lentz@softcom.net>; Sheila Plimpton <sheilap888@msn.com>; James Christopherson <OHD4LVNG@aol.com>

Sent: Wed, 8 Feb 2006 15:31:58 -0800

Subject: Re: Financial information

Terri

I have mailed a check to Sharon for \$900.00 that she is to give to James. There is about 75.00 left in this account, and we have to pay the State of Nevada for our incorporation. James seems to think that I should have not paid that credit card, but lets use his for awhile. He should have all the records some time next week. Right now, I have other things to attend to.

Sheila

-----Original Message-----

**From:** Marla Fadel [mailto:marlafadel@hotmail.com]

**Sent:** Thursday, February 09, 2006 12:31 PM

**To:** OHD4LVNG@aol.com; sheilap888@msn.com; PAINTMEE@aol.com; marlafadel@comcast.net; windsong@phonewave.net; brad@bbjco.com; dthomas@tcsn.net; Lentz@softcom.net; eandl@sisna.com; dallasscowboys@juno.com

**Subject:** RE: Fwd: Financial information

Terri,

This email wasn't sent to me, but James did forward it.

I don't think he meant that Sheila's credit card shouldn't or wouldn't be paid, but, (1) it should have been a committee decision to pay (Minutes of July 10 meeting: "It was noted that the committee must be informed and agree when debts are to be paid." and (2) if the check was for more than \$250 it should have been signed by 2 committee members from different states, (Minutes of Nov 20 meeting: James motioned and Bob Wagg seconded to require 2 signatures on Zone checks in the amount of \$250.00 and over. Additionally, these signatures must be obtained from representatives from 2 different states. Motion passed.)

Marla Fadel  
(801) 451-0512

*Addendum #2*

BANK: 0985  
 PROD: DDA  
 ACCOUNT: 00000000000153700459685

STATEMENT HISTORY

DATE: 02/09/06  
 TIME: 11:12:45  
 PAGE: 1

POST DATE	CHECK NUMBER	DB/CR	C	TRANSACTION AMOUNT	LEDGER BALANCE
<u>DESCRIPTION</u>				<u>UNAVAILABLE FUNDS</u>	<u>AVAILABLE BALANCE</u>
02/09	0	D		886.28	0.00
TELLER HOLD				0.00	0.00
02/01	0	D		25.00	886.28
MERCH 2207538998 JANESVIL BILLING				0.00	886.28
01/18	10630	D	*	40.00	911.28
CUSTOMER CHECK				0.00	911.28
01/17	0	D	*	13.00	951.28
ANALYSIS SERVICE CHARGE - DEBIT				0.00	951.28
01/03	0	D	*	25.00	964.28
MERCH 2207538998 JANESVIL BILLING				0.00	964.28
12/12	10632	D	*	2111.86	989.28
CUSTOMER CHECK				0.00	989.28
12/01	0	D	*	25.00	3101.14
MERCH 2207538998 JANESVIL BILLING				0.00	3101.14
11/15	0	D	*	3.00	3126.14
ANALYSIS SERVICE CHARGE - DEBIT				0.00	3126.14
11/01	0	D	*	25.00	3129.14
MERCH 2207538998 JANESVIL BILLING				0.00	3129.14

SELECT: ALL HISTORY

ITEMS PRINTED: 00009

DB/CR: ALL

CYCLE/NON: ALL