

CUTTIN' LOOSE CLUB OF WASHINGTON
BOARD MEETING MINUTES
Round Table Pizza, Tacoma, WA
NOVEMBER 3, 2011

Meeting was called to order at 6:10 p.m. by President, Tim Shea.

Officers and Board Members Present: Vice-President - Karl Crochet; Secretary -Sherrie Larsen; Treasurer – Jane Roundtree; Jaylene Eppel, Roger Evenson, Buster Smith, Janet Browning. Absent – 2011 Outgoing President – Bard Witke.

General Members Present: Steven Harding, Christina Brown, Kathie Taylor, Barbara Evenson, AdaSue Calhoun-Nelson, Jimmy Nelson, and Larry Larsen.

President, Tim Shea started out by reiterating the goals of our club's mission "Promote the sport of cutting, get better at the sport, and have fun". Talked about this past year and how tough it was with so many hurdles to overcome and what we need to do to bring the club back up year to its pre-2011 status. Want to try and not make a lot of drastic changes but clean up some things to get us back on track as more entries = more fun.

Secretary Report: No past minutes to read.

Treasurer Report: The club's books were handed over to Tim this afternoon, so Jane has not had a chance to go thru everything. Need to get the computer password from Past Treasurer, Carol Witke, to access the club's accounting records. Email, voice, and text messages have been left for Carol and we are waiting for her to contact us with the password. Per Tim, he contacted Bank of America and the club's bank balance as of November 2011 is \$11,236.10. Jane has deposits to make from sponsors and some memberships she has received and in addition will be paying a past due bill (from June 2011 in the amount of \$200) to Laurelhills Farms, Lisa McCann, our webmaster. Jane has several reimbursements that need to be taken care of as well.

Tim has the new signature card from the bank and the following officers will be listed on the club's bank account: President-Tim Shea (253)691-5275 toosheas@aol.com; Vice President-Karl Crochet (306)507-3266; Secretary-Sherrie M. Larsen (253)255-1510 clcow09@yahoo.com; Treasurer-Jane Roundtree (206)734-6904 roundtreejane42@gmail.com.

Audit: The annual audit was discussed – Kathie Taylor and Jimmy Nelson wanted to know when it was going to be done. Jimmy requested that we use a CPA because they have to stand behind their work. Buster suggested having it done internally to save money, but per our by-laws the annual audit must be done by an outside entity but it does not say that it must be a CPA. Buster also wants the audit done to make sure everything is correct and in order to protect the past and current treasurers. Kathie and AdaSue would like to know what took place for 2011 so we can have a clean slate for 2012. Jane is going to look into finding a suitable person or firm to perform our audit.

Roger made the motion "Amount to pay for an audit will be \$500 or less." Janet 2nd. Motion passed.

Profit and Loss Statements: What to do with them after they are finished was discussed. Does the club want them published on the website, mailed out only, by request only, how many times mailed out during year? Roger suggested that if on website it should only show total income figure and total expense income and a request can be made to provide it in detail. AdaSue suggested mailing a detailed P & L out to members 2 times per year. Kathie suggested we be as open as possible to our members so they know what is going on with the club's finances. Jane will continue to prepare a P & L for each show and a monthly P & L statement for all club income/expenses per our by-laws.

Hay: Karl asked who the club would be using to supply hay for 2012 as hay in his area (Enumclaw is \$40-\$45 per round). Currently we are getting hay from Kimball's in Rainier and at the last show 2 rounds with delivery cost \$120. Tim is talking with Darrel Lance. Roger has hay and can deliver by load \$30-\$35 per round. Jimmy Nelson stated that he has a round baler.

Cattle: Tim spoke with Kyle Cheney and cattle for 2012 will be the same price as this year.

Newsletter Cost: Tim and Sherrie will figure out the cost to send newsletters out to 100 members, 90 members, etc. and a notation will be added to the membership form regarding the cost to mail. At this time we are only mailing out to those who have requested we do so with the exception of special mailings such as the survey.

Website: Currently we pay \$400 per year to Laurelhills Farm for website managing services and we will continue with this service as the board sees no reason to change. Lisa McCann, our webmaster, has been working hard for us to get the website updated and more user friendly and it is an ongoing process to make it better for everyone. There is an outstanding bill due Laurelhills Farm from June, 2011, in the amount of \$200 that Jane will be paying ASAP.

Non-Profit Status: Tim has talked to an accountant in regards to our non-profit status and was informed that we can be liable for tax on total income. We will need to get a Federal ID# as a "new club starting up" and proceed from there with getting a determination as to what kind of non-profit we are from the IRS. Tim will follow up on this.

Past Show Secretary Fee: Tim was asked by past Treasurer, Carol Witke, to approve a Show Secretary Fee payment to Nancy Andrews for two shows (July, 2011 and August, 2011). Tim told Carol he would take the request to the board. After discussion the board approved paying Nancy \$300 for July and August (Show Secretary Fee is \$150 per show) but the board wants a bill for our financial records, as one was not presented at time of request. Board also wants to know from Nancy, why request for payment was made so late, as normally this fee should be paid out at each show and it is now November. Tim will contact Nancy and inform her of the board's decision. Roger made a motion – "Show Secretary will be paid on day of show." 2nd by Karl - Passed.

NEW BUSINESS

Schedule: Tim has contacted Stewarts Arena to see if we can change the April show date as the 14th conflicts with WCHA's show. Karl stated that moving the show to the 21st conflicts with NWRCHA as does the July show. Tim will report back with answer from Stewarts as soon as he hears. Tentative dates at this time are: April 14, May 19, June 9, July 21, August 18, and September 8 (Finals).

Judges: Tim has contacted judges for this year, but as he didn't have dates when talking with them there will need to be follow-up by him. He has spoke to Joe Jones, Jr., Josh Sleeman, Jeff Sleeman, Mike Walker, Ron Wright, and Dean Rebhuhn.

Arena: We have the contract from Stewarts Arena, but have not signed just yet as Tim is in discussion with them in regards to a few issues:

1. Dirt – We want to be more involved with preparation of the ground before our shows, especially when it comes to the amount of water that is put on it and how it is worked up. Karl, Roger, Bard, and Skunk are able to operate the tractor.

2. Man Gate – The club had requested that Stewarts install a man gate on the side of the outdoor arena for safety of spectators entering and exiting the arena a couple of years ago at which time Stewarts said they would put in with our help, but it did not happen. We have requested this again and Tim was told that they (Stewarts) had ordered the gate and they would be installing it.

3. Bleachers – Stewarts has granted us permission to use the portable bleachers that they have for our shows, so we will now have seating for spectators.

4. Concessions – Stewarts will provide concessions for our shows with a minimum of \$200 in sales required and if that figure is not met than the club pays the balance. We will be using Stewarts to provide concessions for the April show and reassess after that show.

Estimated Income/Costs for 2012: A big thank you to Jane Roundtree, our Treasurer and Sherrie Larsen, our Secretary, for their work on providing the spreadsheets used to help us set goals for the upcoming year. The goal is a minimum of 70 runs/30 practices/95 members just to get us back to the level we were at before 2011. In order to come up with the estimated figures, last year was thrown out (due to low entries and practices) and we went back a couple of years. With the above goal we will have to overcome an imbalance of approximately \$800. A variety of ideas were discussed to accomplish this. Spreadsheets and Financial Facts sheet used for these estimates will be made available to members who request to see them via email. For those who get club information by mail, Sherrie will include a copy with the minutes.

1. Sponsorships – Tim has been working diligently on contacting members (past and present) and businesses with great success so far. Tim indicated that he had contacted Lubrisyn and they are willing to become a sponsor.

2. Practices – Increase the practice fee to \$25. Based on a \$5.00 per run increase x 30 practices would generate an estimated \$900 more per year. Much discussion on this and it was decided to leave the practices fees as they are now. \$20/3 min for members showing and \$25/3 min for members not showing.

3. Kathie Taylor suggested adding used cattle classes to utilize the cows the club has rented for the day. She also suggested adding an Arena Sorting at the end of the day.

4. Westside Team Penners – Tim has been in contact with them in regards to possibly arranging with Stewarts Arena to have penning the following day. If we could arrange this it would benefit both clubs by sharing the cost of cattle. Penners use approximately 140-150 head while sorters use 3 to 4 sets of 10 cows. Tim will follow up regarding this subject and report back to the board.

5. Reined Cowhorse Classes - Karl Crochet has been in contact with several NWRCHA members who have attended our shows in the past and have indicated they would come show with us if there were classes offered for them. This is a great opportunity for us to increase memberships and entries. The following classes were discussed and will be brought before the General Membership. The first two classes are cutting classes, but we would follow NRCHA Rules in regards to judging and Karl said he would help in this regards: The classes are: Herd Work class with fresh cows; Boxing Class (in regards to the Boxing class we are going to research a little more and possibly change the format of our Green/Green class or add a separate class); Fence Work after last class of the day with an entry of \$20/4 min run discussed. Per Karl, fence work only requires the use of 1 cow per rider.

6. Class order - Move upper level classes down in the schedule to encourage these people to stay longer and possibly help in the show pen.

Surveys: Sherrie reported that the return of surveys has been very small with many of the replies coming from those who used to be members instead of our current members. Some of the issues that have been consistent so far from the returned surveys in regards to the club are: Communication – needs to be better whether by mail, web, or other means. The ground – needs to be better. Cattle – need to be fresh. The biggest issue by far however, has been in regards to turnback help or lack thereof. Most of the surveys have stated that the clubs turnback help needs to be better in order for people to continue showing at our club or return to our club. This subject was discussed at length and several suggestions were put forth to help educate our members about turnback and herd holder help. Karl offered to hold a turnback/herdwork clinic with a practice in February or March at his facility in Enumclaw. Club would have to cover cattle cost. Roger Evenson offered his arena in Yelm for the same kind of event or hold a clinic after a show with trainers helping. The problem with clinics was noted however, that no one ever wants to attend a turnback clinic. Larry then suggested that we hold a couple of classes at our shows then use the time during practices and make it into a mini clinic for turnback and herd holders. In addition it was suggested that we do this once in the morning and once in the afternoon. This idea was very well received by all of those attending this meeting and will be brought to general membership meeting for their decision.

April Show: Tim wants to make the April show a “Welcome Back Event” or big party by sending out invites etc. Kathie Taylor has graciously agreed to sponsor awards for this show. Kathie and Jaylene are going to work together to organize awards for classes. We are also looking for sponsors for each class so if you know a business or person who would like to become a sponsor have them contact Tim. Photographer, Ken Bell, from Yelm will be taking photos during the day, as well as taking photos of each class winner. The club will be purchasing each class winner a photo (\$7.00 est. cost per photo) and Tim has ordered special frames for the winners as well. Karl stated he would make the backdrop for the photo shoot. Looking to draw more youth, Tim approached Kyle about donating the cows for the youth and he agreed to do so for this show. Therefore all youth will be able to enter the youth classes for free and if they wish to practice it will be at a reduced cost of \$10. Awards are being given in the youth classes as well, so if you know any youth out there who cut bring them to the show. Also Tim is working on getting Dave (announcer at Oct. show) back to announce our first show. This is a work in progress and more info will be provided as we get things going for this big event.

Point System: Roger asked that we look at changing the club’s point system in order to make things fairer in regards to qualifying for HP Awards. He would like to see a straight point system with a certain number (say 10) being given for getting a first, second (9), third (8), etc. instead of our current system. It was decided that this needs to be thought through more as it was pointed out that a person that is in a class by themselves

would always get first and therefore have an unfair advantage over those in classes with many entries who may not always win first.

Help: Tim asked that our board members help throughout the year in the following ways:

Tim	Judges, April show, sponsors, equipment.
Karl	Set-up crew, tractor
Sherrie	Rulebook, sponsor letters, advertising, communication, office help, show announcer info, help with awards.
Jane	Checks, memberships, insurance, auctions.
Bard	Old sponsors, tractor.
Jaylene	Host, awards, office, help with banquet.
Buster	Help to contact old members and old sponsors, keep an eye on how runs are progressing during the show.
Janet (Skunk)	Cattle help, volunteers, tractor, auctions.
Roger	Cattle help, tear down, tractor.

What can be done to improve the club? Jane – sponsorships, clinics, advertising in the form of hats, jackets, t-shirts etc. Jaylene – Clinics. Sherrie – outreach at horse fairs, advertising. Jimmy – get back to our core of promoting the cowhorse and having fun. Roger – winter practices.

General Membership meeting will be held in January. Karl motioned for adjournment. Sherrie 2nd passed. Meeting adjourned at 8:55 p.m.

Respectfully Submitted,

Sherrie M. Larsen
CLCOW Secretary