

2025 Season Start Up Meeting

Sept 15, 2024 2:00pm

Minutes

Meeting call to order: Sept 15, 2024 2:00pm

Introduction of new officers and coaches:

Roll Call

Ashland – Laura Stutesman*- Coach, Bella Helm - Coach
Klamath Schools – Kim Ries* - Coach/Co-Chair
Crater – Makenna Jones (Courvette)* - Coach
Eagle Point – Jessica Debrick* - Coach
Grants Pass – Sam Henricks* Coach/Co-Chair, Jamie Mays* Youth
Hidden Valley – Jenny Hull* - Coach
North Medford – Lexi James* -Coach
Rogue River – Korey Hamilton* Coach/Vice Chair/Treasurer
South Medford – Gabrielle Laitinen* - Coach

***Vote Count 10**

Also present were Teresa Schawo - Secretary, Jordan Stone – Points, Cari Baker – Treasurer Ashland, Liz Ries, Payton Jones, Sandy Mays, Tia Combe, Katie Kephart, Shay Smith, Melissa Hernandez, Emma Patten.

Youth Representative introduction and presentations: Jamie Mays was the only candidate that attended this meeting. Jamie hopes to be Youth Representative for the 2024 season. She has 3 horses and competes in most all events. Plans to help with awards and would like to bring in some new ideas.

Approve previous minutes: South Medford Gabrielle Laitinen made a motion to approve the prior meeting minutes, Ashland’s Laura Stutesman seconded the motion. **Motion passes unanimously with a show of hands.**

Treasurer Report:

- 2025 budget was presented for discussion
- Discuss and vote: Discussion included the addition of a new equipment trailer, that is bigger than the last and with the help of many in the room is now all organized. The 2025 fees will remain the same as last year, District athlete fee lowered to \$325, \$75 stall, camping \$75, 3 meets/3 judges per meet, State fee raised to \$70. Sam from Grants Pass motioned to pass the budget as presented, Kim from Henley seconded. **Motion passes 10 Yes, 0 No.**

Update arena list:

Everyone needs to review the list of arenas used and clarify if there are any new arenas being used to ensure insurance is there. Can add arena later in the year but will cost the team so best to put any possibilities on the list.

Update coaches contact list:

- Make sure everyone has taken their online training before registering the team. Two classes are required, Fundamentals of Coaching and Concussion in Sports. Sam has a master sheet that will indicate who went when. Head Coach, Assistant Coach, Head Advisor, Advisor and Assistant Coaches all need to complete.
- Certificates need to be turned in to Sam
- Coach's trainings: Head Coaches and Head Advisors must take the in-person training
 - Oct 12- somewhere in the Gorge area.
 - Nov 16- In the Valley. It is not yet scheduled so Sam is going to see if we could do it in Southern Oregon, Roseburg or South Medford.

Wreath Fundraiser:

- Fundraiser is available now and orders will be due to Korey by **Nov 1st**. Recommend that teams turn order sheets in 5 days early. Spreadsheet will be available on the coach's page to keep track of and calculate profit.

Registrations:

- How we need them filled out: 1. Team registration and a roster together in one PDF before team practices. 2. Athlete registrations must be legible. IheartPDF.com allows you to create PDFs for free. Make sure the coach signs registration on the back. 3. All volunteer forms in one document
- Date they are due: October 15th for everything.
- What is included in a complete registration: Team Registration, Roster, Athlete Registrations, Volunteer forms, team rules, school code of conduct, practice dates and times, signed SOG's.
- How we would like them turned in: Email Team Registration, Roster, Athlete Registrations, and Volunteer forms to Koreyh@outlook.com. Team rules, school code of conduct, practice location, dates/times and signed SOG's to be uploaded to the Google drive.

New protocol for writing coaches up for rule infractions: One-page protocol to keep track of rule infractions. No more keeping in phone, including a plan of action. If something pops up at an event it will be handled immediately and put to rest. Signed by two District officers and the coach.

Google Doc Demo: All throughout the season, there will be lots of things that will be put onto Google Docs. Music, Senior Bios, Pictures, Team Bios, etc. Every question on Google Drive, please don't type over words, click below anything there to ensure that it works for everyone. When you upload, please name it properly. Text Sam if there is any question as to whether it is uploaded.

Coaches Role:

- There are several resources for coaches on the OHSET website. Under the Resources tab click on Coach.
- Parades: Absolutely **NO** riding, leading, driving equine in parades under OHSET. Insurance will not cover it. They can go on a vehicle, walk, etc., but no animals.
- Foster your relationship with your Principal and your Athletic Director. They are tremendously helpful in dealing with parent/kid issues. Set your ground rules at the start-up meeting. Be firm with the rules and the role of the parent and the athlete.
- Hidden Valley HS has opted to not have Anna return, so is currently looking for a new head coach. Sam and Korey are acting as interim coaches to get the team rolling with the fundraiser and their practices. The school will be posting the position but will take several weeks before they can get someone hired.

Team Treasurers:

- Reports: If your team banks through the school, reports are not needed. Monthly reporting has been requested but was set aside for the summer months. Therefore, July, Aug, Sept reports will be due October 15th, then return to monthly reporting. If the team has no activity, the team still needs to supply all documents to Korey. If reports are not turned in on time, the team will not be able to compete at the next meet, and possibly not able to practice. Ask for assistance from Korey if you need help, or engage a parent to assist.
- All fundraiser funds must be run through your OHSET or school account. The team cannot hold funds out as petty cash. The teams should be having meetings with minutes recorded that discuss what the team is planning to fundraise for and how those funds will be used. Ensure that your minutes indicate how funds are spent so there is a clear record of what the funds were spent on. Best to have a record of what is being done with the raised funds. The schools will allow funds to be used for gas for the athletes. Some other teams can have gift cards.
- Sunday, October 20, 6 p.m. is a mandatory treasurer meeting. All team treasurers are required to attend.
- Raffles: Raffles are allowed but the team must fill out a form with OHSET. Must get permission from OHSET to do a raffle, including a 50/50 raffle, car wash, gaming day. Must submit an insurance request 30 days in advance.
- Max gift amounts: Maximum gift amount of team funds is \$50 per team.

Auction: Having some difficulty finding a venue. Fairgrounds only has one day available but it is the first weekend of spring break and the first meet is the second weekend of spring break. Getting auction items needs to come in earlier. No late items. Would be nice to collect them after the meet to allow the time to add to the sales program and get them on the computer. Need a building to allow for 150 people plus 12+ tables for auction items.

Any discussion on the March 22 date? Expo was about \$450; Jo Co fairgrounds would be about \$800. Possible Rogue X as a location. Hoping to have it after the meet. More attendance would occur.

Will be doing a committee. Would love to have extra help so any parents would be great.

Paint party: Want to get together Oct 19th to pull all the equipment out and repair, and repaint to give it all a fresh look. Will need 2 representatives from each team to help paint. Some sort of food will be included. Paint sprayers, rollers and other things will be supplied. Suggested Oil paint to give it a longer life.

Any additional Information:

Estimated Team sizes

Ashland 5-7 competing with 3 potential 8th graders'
Bonanza 1 competing with 2 8th graders'
Crater 14 competing
Crosspoint 0 competing
Eagle Point 6 competing
Grants Pass 15 competing
Henley 4 competing
Hidden Valley 10-12 competing
Illinois Valley 0 competing
Klamath Union 0 competing
Lost River 1 competing
Mazama 1 competing
Phoenix 4 competing
North Medford 6 competing
North Valley 3-4 competing
Rogue River 2 competing
South Medford 8 competing

Additional meetings will be via Zoom. Please ensure there is always a representative at the meeting. Lots of information dropped at those meetings and quorums are needed to vote for things.

Southern.ohset.com. has all the past minutes if anyone needs to look back.

Athlete uniform numbers: Returning athletes will be assigned what they have had in the past, but coaches need to work with Korey for new athletes. Some team sets are running out of numbers and the teams are not in order anymore. Korey would like to get them back in order.

Upcoming Important dates:

Oct. 12 Coaches training somewhere in the Gorge area.

Oct. 15 Registrations due.

Oct. 15 Co-Op's due. Send to Kim

Oct. 15 Team Reports due (Period July 1 - Sept 30)

Oct. 19 Paint Party....Need not be artistic to attend!! 😊

Oct. 20 6pm Mandatory Treasurer meeting (Zoom)

Oct. 27 District Meeting Zoom 7pm

Nov. 1 Wreaths due

Nov. 16 coaches training In the Valley location TBD

Nov. 25 Combo applications due. Send to Kim

Dec. 1 District Meeting Zoom 7pm

Jan. 19 District Meeting Zoom 7pm

Feb. 9 District Meeting Zoom 7pm

March 28 District Meeting in person at the meet AM

April 18 District Meeting in person at the meet AM

May 4 District Meeting zoom 7pm

Meeting adjourned @ 4:25 p.m.

Next meeting will be October 27 @ 7 p.m. via Zoom