

PHBA EXECUTIVE BOARD MEETING – TULSA, OKLAHOMA

NOVEMBER 10, 2021

A face-to-face meeting of the PHBA Executive Board was held on Wednesday, November 10, 2021, in Tulsa, Oklahoma, at the Expo Square Fairgrounds. President Mimsi Coon called the meeting to order at 9:10 a.m. CT. Assisting Secretary Jenifer Patridge was not able to attend, so Lynn Rohwedder took the minutes.

Present at the meeting:

Mimsi Coon -	President
Tom Craun -	President Elect
Lowanda McDowell -	Past President
Dave Remus -	Vice President
Gene Ray Stewart -	Vice President
Lynn Rohwedder -	Secretary/Treasurer
Mike Battey -	Appointee
Mike Bendele -	Appointee
Terri Green -	General Manager

Tom Craun made a motion to excuse Joy Isley; Mike Battey seconded. Motion passed.

Mimsi asked for review of the Sept. 1, 2021, conference call minutes. Gene Ray Stewart made a motion to approve said minutes; Tom Craun seconded. Minutes were approved as submitted.

Mimsi asked for review of the October 6, 2021, conference call minutes. Dave Remus made a motion to approve; Gene Ray Stewart seconded. Minutes were approved as submitted.

The next order of business was review and discussion of PHBA financial documents as of Sept. 30, 2021, and current accounts payable as of November 8, 2021. Terri Green noted that income is up 37% while expenses are up only 9% from 2020.

At 9:27 a.m., Gene Ray Stewart was excused from the meeting to go show a horse at the Color Breed Congress show which was in process at the facility.

Terri stated that the Heritage Foundation has paid their rent through June, 2022, half of the real estate taxes, half of the office security cost and half of the lawn maintenance expense.

The contract PHBA has with Cowboy Bronze was discussed and it will be reviewed.

Lowanda McDowell made a motion to approve the financials; Mike Battey seconded. Motion passed.

Lynn Rohwedder asked if there has been a budget prepared in the past. Lowanda stated she had done one when she was Treasurer. Lynn Rohwedder asked Terri to email a copy of that budget to her and she will communicate with the Finance Committee about preparing a current budget.

The next order of business was the General Manager's report.

Terri presented the association report which shows the number of registrations, transfers, membership, and horse shows from 2020 and 2021. Discussion was had.

The next order of business was the 2022 National Convention. The convention registration form was reviewed and discussed. There will not be a change in fees from the 2020 convention. The hotel remains the same as well at \$97.00 per night, including breakfast. The convention meeting schedule was reviewed and discussed. The only change to the schedule was the addition of a Heritage Foundation Museum visit on Thursday, March 17, 2022, from 4:00 to 6:00 p.m., and then the welcome reception will be from 6:30 to 9:00 p.m.

The list of year end awards was reviewed and discussed. Tom Craun made a motion to change the High Point Palomino and High Point Halter/Color Horse awards to a belt buckle; Mike Battey seconded. Motion passed.

The next order of business was the World Show.

There were two submissions for World Show credits due to injury; they were reviewed and discussed. Lowanda made a motion to credit Danielle Beauchamp the \$1,800.00 requested; Tom Craun seconded. Motion passed. Tom Craun made a motion to credit Andrea Passe the \$350.00 requested; Lowanda seconded. Motion passed.

Terri has spoken with Joe from the fairground's office about the mold problem that was present in the office during last year's world show. There are options available, and they will work with us on that. We have discussed moving the stalling office and using that office for the show office, or possibly using a mobile office trailer. The fairgrounds has some mobile office trailers that could be used; however, they have no furnishings in them whatsoever. Joe has no problem making the Food-A-Rama area one large riding arena.

There was discussion of using iPads/tablets for class additions/deletions, etc. Terri will check into cost and what type of tablet must be utilized.

Terri stated the Judges Committee is compiling a list of judges for submission to the Tri-Chairs.

The next order of business was discussion of open performance class payout donors. Carmen O'Donnell has donated \$2,500.00 to be used as payout monies for the Jr. & Sr. Western Pleasure classes at the 2022 World Show. She was planning to donate the same for two additional years until she was told by Mimsi that there was a 1% administration fee deducted from the monies. Carmen is against the administration fee and will not donate further if the fee is charged. The board held discussion on this matter. Tom Craun motioned to not charge the administration fee to Carmen; Mike Bendele seconded. Motion passed. Mimsi gave Terri a check for \$1,000.00 from Fox Creek Ranch, owned by Dan Fox, WCHA President, and his daughter Katie Fox. This is payout for Open Ranch Riding at the 2022 World Show. Mimsi also stated the Open Color class is being funded in memory of Jim Mulhausen, with the final total to be determined. It was also discussed that those donating less than \$5,000 for a single class will not pay an administration fee; those donating greater than \$5,000.00 will pay a 1% administration fee.

Lowanda motioned that in order to donate payout monies for a World Show class, the minimum amount PHBA will accept is \$1,000.00 per class. Multiple donors can donate to meet the minimum required amount. Mike Battey seconded. Motion passed.

Terri next gave us the outcome of the Congress booth. She stated that in general it seemed slow this year. She procured 6 registrations (4 regular and 2 palomino bred) and 7 memberships, for an income of \$830.00.

Terri asked the board to address the office holiday hours for this year. Discussion was had. Mike Battey motioned that the office be closed from December 23rd until January 2nd. Mike Bendele seconded. Motion passed.

Employee Christmas bonuses was the next topic to be discussed. Lowanda motioned that PHBA write a check to our two employees for \$150.00 each. Lynn Rohwedder seconded. Motion passed.

Lunch Break: 12:16 p.m. – 1:16 p.m.

Terri stated that C Bar C Arena in Cloverdale, Indiana, contacted her about our World Show. They have our dates available and wanted to reach out to us to see if we were interested. Verbally they quoted us \$1,000.00/day for the arena; \$105.00/stall; \$35.00/night for RV hookups; youth stalls for 4 days at \$85.00/day. They would probably do a \$5,000.00 sponsorship. They would want \$20.00/day per vendor and a 30' x 40' space for their official trailer. After discussion, it was decided Terri should follow up to get more specifics.

Under old business:

Mimsi brought to the table the idea of using taller bases on trophies for exhibitors receiving multiple YE awards. All award plates would be placed on a single trophy. After discussion, Mike Bendele motioned to have Terri investigate with Clay the idea of using a taller base to place more award plates on instead of multiple trophies. Mike Battey seconded. Motion passed.

Lowanda had placed a call earlier in the meeting to her saddle contact to check on price and availability of the same award saddles used last year. She received an update from her supplier that the saddles are not in stock until January and that the price has gone up \$7.00 per saddle.

Mimsi presented the Ad Hoc Corporate Sponsor Committee's corporate sponsor booklets for us to hand out to potential corporate sponsors. Mimsi was able to get these brochures printed at no cost to PHBA.

Under new business:

Reese Pekny emailed the office on October 28, 2021, with a request to create a PHBA-Y You Tube channel to host promotional videos spotlighting youth members across the country and of adult members in our organization who are supporters of the youth. He is a member of his school's Digital Media Team, and it would serve as a school project for him. Mike Battey motioned to accept Reese's proposal; Lowanda seconded. Tom Craun reached out to Merle and Suzy Arbo to see if they could come to the meeting to give us more information on You Tube. They were not available at this time but would come later. Motion failed.

Gene Ray Stewart returned to the meeting.

Mimsi brought the registration special to the table for discussion. Lynn Rohwedder motioned to change the registration special dates from Jan. 1 to April 30. Mike Bendele seconded. Motion passed.

Mimsi brought a request from the Amateur Executive Board to host a Pampered Chef online party as a fundraiser for the amateurs. After discussion, Mike Bendele motioned to approve their request as long as the funds raised are deposited with PHBA to be credited to the amateurs. Mike Battey seconded. Motion passed.

There was discussion about the minimum number of points needed to earn a YE Honor Roll award. Tom Craun motioned that the Executive Board do a Rule Change proposal to change the minimum points needed to earn a YE Honor Roll award to 20. This would affect Rules 1253, 1254, 1273, 1274, 1290, 1291, 1312, 1313, 1427, 1428, 1452, 1453, 1476, 1477. Mike Battey seconded. Motion passed.

Next, Mike Bendele was asked to give his opinion on going forward with the 2022 Cattle Classic. Mike stated he and Tom Craun met with Leonard Berryhill about the possibility of moving it to April in Tulsa, instead of staying with the Holiday Circuit in July. After discussion, it was decided to move forward with plans for a 2022 Cattle Classic.

Merle and Susie Arbo came into the meeting and answered questions about how to set up a You Tube channel and how it is administered. After discussion, Mike Battey motioned to reply to Reese Pekney that he can use the PHBA logo on his videos and submit them to the PHBA office for approval and posting on the existing PHBA You Tube channel. Lowanda seconded. Motion passed.

Lynn Rohwedder brought some items from the Marketing Committee to the table. Discussion was had about trying to get more Reiners to show at the World Show. She also read an email from Diane Kutz about Diane possibly having a donor to provide funds to hire a webmaster to redo the PHBA website and to help on social media.

Mimsi presented the Standard Operating Procedures for Website/Social Media Posts that Diane Kutz drafted as Chair of the Marketing Committee. It was reviewed and discussed.

At 4:44 p.m. Mimsi called for an Executive Session meeting. Tom Craun motioned to go into Executive Session; Gene Ray seconded. Motion passed.

At 4:50 p.m. returned to regular session.

Terri was asked to update us on the computer software. She stated that since FunnWare was finished with the Congress, they were back to working on our issues.

There being no further business, Dave Remus motioned to adjourned. Mike Bendele seconded. Meeting adjourned at 5:00 p.m. CT.

Respectfully submitted,

Lynn Rohwedder, PHBA Secretary/Treasurer
Acting Assisting Secretary