



Meeting Agenda

Date: November 2, 2023

Location and Time: HHR and Zoom

Reason: Board Meeting @ 7:00 PM

1. President / Vice President
 - a. Call to Order
 - b. Roll Call (Attendance Sheet)
2. Treasurer
 - a. Account Status:
 - i. Corry Credit Union: \$10,686.22
 1. Undeposited cash/checks: \$50.00
 2. Outstanding checks: \$0
 - ii. PayPal: \$0.00
 - b. Fundraising Efforts
 - i. Chinese auction at banquet
 - c. Expenses Since Last Meeting
 - i. July Show
 - ii. Year-End awards
 1. Awards - \$1,190.50
 2. Buckles - \$1682
 - d. Anticipated Expenses in November-January
 - i. Remaining Year-End Awards
 1. Leslie (Micro-Tool) – Leather, plaques, etc. (~\$700 without sponsorship)
 2. Malin (Amish) – Green Reiner Frames (\$300)
 - ii. Banquet Venue
 - iii. 2nd Laptop for the show office: black Friday, cyber-Monday deals – Budget?
 - e. QuickBooks/Taxes
 - i. Charitable Organization paperwork has been submitted and the check has been cashed, but nothing has been processed yet. Still need to file the 990-N Postcard for our 2022 taxes (once the charitable organization paperwork is processed)
 1. Called the IRS on 7/19 and they stated we would be assigned a representative within 180 days of submission, which is in September. Said to call back mid-October if we do not hear anything from them.
 2. Called again on 11/2 and they processed the changes on 10/11 but it has not been updated online yet. They are resending our confirmation letter, and we should be able to file the 990-N within the next 4 weeks.
 - ii. Bank Statements (for Megan to enter in QuickBooks)
 - f. Savings Accounts/Certificate of Deposit (CD)
3. Secretary
 - a. July 20th Meeting Minutes
4. New Business
 - a. 2023 Show Season Recap
 - i. July Show Survey
 - ii. What went well
 - iii. Improvements for 2024
 - iv. Cheryl:
 1. July Show Financials
 2. Overall Season Financials
 3. Money Owed to WPRHA
 - b. Banquet venue
 - i. Conneaut Lake Hotel vs. Gatehouse Winery (Sponsorship for waived fees)
 - ii. Chinese auction? Stall Auction? 50/50?

- iii. Membership votes?
 - 1. 2024 events
 - a. Explore and decide on events via board decision
- iv. Brandon: Kathi Green for Centerra coupons
- c. Year-end awards
 - i. What are we missing? Pickup order from Micro-Tool, picture frames,
 - ii. Craft Day @ Megan/Eric's House: Horseshoe Candles, Iron-on (Cricut) Stall Bags, Iron-on T-Shirts, Bootjack Leathers
- d. By-Law Changes
 - i. Update language
 - 1. Staff stalls – limit to 1 stall per person, can be used for tack or horses
 - 2. Board Members
- e. Current Board Members & Open Positions for 2024 season
 - i. M. Mays
- f. 2024 Show Season (time permitting)
 - i. Memberships (updates?)
 - 1. Levels, costs, etc.
 - ii. Sponsors
 - 1. Sponsor Tracker - https://docs.google.com/spreadsheets/d/1pfAvKRjd_RHFOy1hastKalpyhRXj1bPp/edit?usp=sharing&oid=112550879361564866292&rtpof=true&sd=true
 - 2. Sponsorship form - Updated levels
 - 3. Current Sponsors
 - a. Molly's Buckles – Two Free Buckles again
 - iii. Venue Issues
 - 1. Garwood: \$20,000 Min
 - 2. Other venues?
 - iv. LEC Nuances
 - 1. Stall Cleaning
 - a. Start looking for groups to hire & amount paid per stall
 - b. Ant. Starting around noon with wheelbarrows, then use LEC staff with the spreader around 5pm, once a half-aisle is empty
 - c. If needed, we have permission to stay and finish the remaining stalls on Monday. She could possibly have a tractor/spreader person available from 7-10am if needed.
 - 2. Total Stall Count
 - 3. Cost Changes from previous seasons
 - a. Decreased stall rate to \$20 each to accommodate for cleaning
 - b. LEC staff cost of \$20/hr for tractor/spreader after 5pm Sunday
 - v. Special events to happen on Saturday instead of Sunday
 - 1. June Weekend: Non-Pro and Open Derby? Could do both, like we did with the Futurity
 - 2. July Weekend: Green or Rookie Shootout using combined scores from both June days and Saturday in July (3 scores total)
 - vi. Showbill Changes
 - 1. Combining classes to help shorten the show
 - 2. Move short stirrup to lunch time
 - 3. Novice horse changed back to Green Horse (discussed lightly in July)
 - vii. Co-hosting an early summer/spring show with KRHA or YRHA
 - viii. Live Feed by Timeless Photography possibly
 - 1. Finding possible sponsor(s) to cover the cost or ask them to sponsor us for part of it
 - ix. Show Staff
 - 1. Office Manager/Secretary (Heather Baker)
 - 2. Judges
 - 3. Scribes
 - 4. Announcers
 - x. Possible Short Stirrup, Youth, or Green Entries sponsored (like Leonard does for some NRHA shows)
- g. Closing Remarks/Questions



Meeting Minutes

Date: Nov 2, 2013

Location: HWHR

Reason: Board Meeting

Members present:

Order of Business:

Call to Order by President at 7:02 AM (PM) Megan Stevenson

Reading of minutes of previous meeting Brandon motion 2nd Mary Clear

Secretary-Treasurer's report of finances 1,190.50 Paid for Year end Awards (Not Including Bucks)
\$10,686.22 ^{\$1682.00}

\$50.00 uncashed check

Unfinished Business (from previous meeting)

- \$2000 to go into CD for lunch
- Improve the Gate During Ranch
- Survey results

New Business

- 2nd laptop for Show office to help w/ check-in & check out
- Christen to Announcer for next year?
- Office Help New Show office personal
- trainer Need to provide a stall list + Paid
- office to close @ noon on Sunday all entries must be in by noon
- July Show \$12,542.03 expense \$9,932.20 for a Profit of \$3,188.20
- June Show \$12,533.15 expense \$9,403.85 for a Profit of \$3,129.30
- (Banquet Venue Conneaut) Hotel or Gatehouse winery
Brandon made Motion Mary 2nd

▪ WPRHA Cookie Cutter made

▪ Chinese Auction 50/50 Donation for 1 sheet of tickets

▪ Dec 16+17 Craft day @ Megan's

▪ Madison Mey - effective from the Board. → Nancy has to be offered the position immediately

Social Media

▪ Stall Cleaning @ LEC

▪ timeless Photography to do live stream the shows \$300 to stream \$ a run

Adjournment 8:41 Brandon 2nd by Cheryl



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Megan's notes

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 2. Malin (Amish) – Green Reiner Frames (\$300)
 - ii. Banquet Venue
 - iii. 2nd Laptop for the show office: black Friday, cyber-Monday deals – Budget? **\$500 max**
 - e. QuickBooks/Taxes
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 - f. Savings Accounts/Certificate of Deposit (CD) **\$2,000 max**
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 - a. July 20th Meeting Minutes
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 - i. July Show Survey
 - ii. What went well
 - iii. Improvements for 2024 **- Gate during Ranch**
 - iv. Cheryl:
 1. July Show Financials
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 - i. Conneaut Lake Hotel vs. Gatehouse Winery (Sponsorship for waived fees)
 - ii. Chinese auction? Stall Auction? **50/50?** **Menu**
Chinese Auction Donation = Book of Tickets

- iii. Membership votes?
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- iv. Brandon: Kathi Green for Centerra coupons
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 - ii. Craft Day @ Megan/Eric's House: Horseshoe Candles, Iron-on (Cricut) Stall Bags, Iron-on T-Shirts, Bootjack Leathers **Dec. 16-17th (Ant.)**
- d. By-Law Changes
 - i. Update language
 - 1. Staff stalls – limit to 1 stall per person, can be used for tack or horses
 - 2. Board Members **↘**
- e. Current Board Members & Open Positions for 2024 season
 - i. M. Mays
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 - 1. Office Manager/Secretary (Heather Baker)
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 - 3. Scribes
 - 4. Announcers - **Christine Nemeth**
 - x. Possible Short Stirrup, Youth, or Green Entries sponsored (like Leonard does for some NRHA shows)
- g. Closing Remarks/Questions

updated show docs

- Stalls + Trainer sheets

- Eligibility

- All office decisions are final

* Increase stalls to \$100 each to cover cleaning.

Catering at Gatchouse Winery

ESTIMATE FOR WESTERN PENNSYLVANIA REINING HORSE ASSOCIATION

DATE: JAN 27, 2024

Estimated # guests
100

RENTAL FEE (fix fee regardless of # guests)

cost/guest

5.00

500.00

FOOD & BEVERAGE (varies based on actual # guests)

15.00

1500.00

DESSERT

1.50

150.00

SUB-TOTAL

2150.00

GRATUITY

25% automatically added to total bill

5.38

537.50

ESTIMATED TOTAL

2687.50

All Inclusive Cost per Person (estimated)

26.88

OPEN/CASH BAR WILL BE AVAILABLE

AND YES, WE CAN ADD A VEGETARIAN OPTION - to be discussed

WPRHA Desserts

* Cupcakes

* Cookies

- Chocolate chip

- Snickerdoodle

- Wh. choc macademia

- m+m

-

Favors

- WPRHA logo
Cookies

VEGETABLES

- Roasted Medley (seasonal veggies)
- Green Bean Almondine
- Baked Beans

			X
		X	
X			

SALAD

- Mixed greens salad
- Caesar salad
- Pear and Beet salad
- Harvest salad

X	X
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PIZZA

See details on attached menu

You would need approx 25-30 pizzas for 100 guests with other food being offered

X	X
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- White 13
- Cheese 12
- Pepperoni 13
- Cheesy Breadsticks 12
- Italian Red 16
- Italian Green 15
- Margherita 15
- Roasted Tomato 16
- Buffalo Chicken 16
- Baby Ray 16
- Chicken Bacon Ranch 16

***cauliflower crust available for GF options

DESSERT ASSORTMENT (premier desserts)

tiramisu, chocolate cake, cheesecake dipper

cost is \$2 per guest, qty can be defined of each of three choices below

DESSERT SPECIAL

- Ricotta Cheesecake w/fruit glazes 2.50
- Gingerbread Apple Skillet Cake 1.75
- Cupcakes (buttercream frosting)
- chocolate, yellow, red velvet, vanilla, spice, or tint white any color)
- Sheetcake -- serves approx 30

X	X	X
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Other desserts available upon request - open to discussion

Ask about our sliders!!

2.50 each

- Chicken Salad Croissant
- Portabella Mushroom, Roasted Red Pepper
- Pot Roast w/ caramelized onions and pepperjack cheese
- Meatball w/Mozzarella

Western Pennsylvania Reining Horse Association

2024 MEMBERSHIP

Name:

Address:

Home phone:

City:

Cell phone:

State:

Zip:

Email:

WPRHA # - assigned by WPRHA office:

Date of birth for 18 & under - required for Youth & Short Stirrup Classes:

I prefer newsletters and other club information sent to me via: US mail Email Neither

I give WPRHA permission to publish photos of me, my family and/or horse for newsletters, website and Facebook.

Yes; signature:

No

MEMBERSHIP CHOICES:

Peewee (ages 8 and under)

\$15

\$

Youth (aged 9 - 18)

\$40

\$

Adult

\$50

\$

Year end totals are calculated based on earnings for each Rider/Horse combination within each class.

In order to qualify for year-end awards, every member must show in at least 1/2 of the scheduled shows and complete a minimum of three (3) work hours throughout the 2024 season.

WPRHA Donation (all donations will be used for individual show prizes or year-end awards)

\$

\$5.00 discount if paid before March 1, 2024 \$

Total Due \$

Please make checks payable to: WPRHA

**\$35 fee for returned check(s)*

Mail form & payment to :

Cheryl Miller-Yurcak/WPRHA

11250 W. Pleasant Street

Corry, PA 16407

OK for
2024

Amount Enclosed: \$ _____

Western Pennsylvania Reining Horse Association

Sponsorship Form



2024 Show Dates: TBD

All shows will be held in the NW PA and NE OH Region

Class Level: \$20 per class in cash or prizes

- Sponsor a class(es) at a WPRHA show and get your name announced during the class.

Bronze Level: \$100 - \$249 in cash or prizes

- Logo and Link on our website
- A single Facebook shoutout on main page
- Announcement at every show

Silver Level: \$250 - \$499 in cash or prizes

- Name/Logo listed on sponsorship banner
- Logo and Link on our website
- Facebook shoutouts on main page only
- Announcement at every show

Gold Level: \$500 - \$749 in cash or prizes

- Name/Logo listed on sponsorship banner
- Name/Logo listed on showbill
- Facebook shoutouts on events and main page
- Announcement at every show
- Logo and Link on our website
- May provide own banner to be displayed at every show (in addition to sponsorship banner)

Platinum Level: \$750 and up in cash or prizes

- All Gold Level perks
- Personal/Custom banner made with your logo and year(s) sponsored, displayed at all shows and events
- May provide own banner(s) to be displayed at every show (in addition to sponsorship banner)

Sponsor Name: _____

Contact Name: _____ Phone Number: (____) _____ - _____

Address: _____

City: _____ State: _____ Zip: _____

Level: **Class Bronze Silver Gold Platinum**

Class Level: Preferred Show: _____ Class #(s): _____

Please return this form, your artwork/logo, and check (payable to WPRHA) or prizes to:

Megan Stevenson/WPRHA
8900 Wattsburg Rd
Erie, PA 16509

Logos/Artwork can be emailed to admin@wprha.com

OK for 2024

Thank you for your support and interest in the WPRHA!