

## FOHP Board Meeting July 12, 2017

Board members present: Jon Wootten, John Flores, Myrna Flores, Karen Crooks, Rich Robertson, Dru Alberti, Brooke Thomas, Byron Kimball

### Minutes

- Motion to accept the June minutes by Brooke Thomas. 2<sup>nd</sup> by Karen Crooks. Passed

### Treasurer's Report

- Balance in general account = \$15,302.74 (No outstanding bills)
- Balance in RnB account = \$33,055.18
- Projection of \$7,712.34 in the black
- CIP account = \$5,299.00
- jon to close out the credit cards in the name of Suzanna and Doreen.
- Once completed, we can change the bank account name to FOHP
- Motion to create a CIP account by Rich Robertson, 2<sup>nd</sup> by Byron Kimball. Passed.
- Motion to accept the Treasurers report by Dru Alberti. 2<sup>nd</sup> by Karen Crooks. Passed
- Queen fundraising money in General fund.
- SKR fundraising money in General Fund. - Leave for now.
- Move to have Brooke open up a separate bank account for Queens by Brooke Thomas. 2<sup>nd</sup> by Dru Alberti. Passed.
- Need to look at options for credit card processing from our vendors. We should not have any credit card info. Brooke to look into options.

### Budgets/Tracking

- Brooke will update chairs each month on their budgets. They will need to review each month with Brooke.
- jon and Brooke to work on how to track budgeting.
  - Budget template to be sent out in August to all committee chairs.
  - Budgets due to Board by our September meeting to review.
  - Final budget approvals in October.
- jon and Brooke to work on vendor list.
- jon and Dru to work on hotel marketing package.

### Fundraiser for Covered Arena (CIP)

- Question to increase our effort from \$100,000 to \$150,000 - No change in matching cap.
- Moved to change our fundraising effort from \$100,000 - \$150,000 - by Dru Alberti. 2<sup>nd</sup> by Brooke Thomas. Passed

- Kiwanis would like a flyer to promote their fundraisers at HPEC - Tim has nothing to create for him. - Jon to work with Erica

### Kickoff Dinner

- Sept 9 1st choice; Sept 16 2nd choice
- Flores - Chair
- Need invite from Erica by 7/31 - Jon
- \$10/per person budget - approximately \$1,000.00
- Motion to budget approximately \$1,000.00 for kickoff dinner and \$500.00 on sponsor giveaways. Defer to Treasurer on what account the money comes out of by Karen Crooks. 2nd by Rich Robertson. Passed.
- Nice to have nametags, dinner slideshow of last year and what to expect this year. Jon to work with Eric on slideshow.
- Jon to inquire with Nikki if queens or sweethearts will be doing anything special.
- Myrna to check on rooms.

### Capital Item Status

- Trailer – Voted to purchase tire covers. Motion by Karen Crooks to purchase tire covers for trailer. 2<sup>nd</sup> by Rich Robertson. Passed.
- Need estimates for the following possible purchases:
  - First Aid Kits - Byron
  - Flashlights - Byron
  - Storage Container Light - Karen
  - Flags/Flag Poles - Robert - Jon to update him.
  - West side fans - Jon
  - Changing Tables for restroom - Rich - \$300-\$500 each
  - Outlet Center for Roof - Jon
  - Flashers for Gators - Jon - \$35.00 each
  - Mutton Bustin Chutes - \$2,000 - \$2,500

### Do Differents

- Mount TV in VIP areas? – Capable of running 2 TV's in hospitality area.
- Need full quote for video board. – Robert still need to get details. Not talked to Montex yet.

### Staffing Changes

- Need a new SKR Chair.
- Post on website to help.
- Key positions need backup.
- Entertainment Chair – Erica Jorgensen.

- Family Rodeo/Teen Xtreme/Ranch Dressing Chair – Sandy McNatt.
- Need to order more chairs for handicapped seating at rodeo.
- Card tables at the bar area
- Make bars not out of the hay.

### Rodeo Planning

- Specialty Act – Riata Ranch Cowgirls – Trick Riding - 2 yr contract - \$4,000/yr.
- Video/Specialty Act = Increase approximately \$4000.00
- Mark Swinger - Clown & barrelman - has more acts - use him and not have a specialty act and pay more for barrel man? \$1500.00/perf = \$4,500.00 total. Does Robert have recommendations on him?
- Have Robert contact Bobby Kerr (specialty act)

### Marketing

- Flyer – Tri-Fold
  - Make by day (not Friday)
  - No more welcome
  - Add theme
  - Print 8 ½ x 11 - no fold
  - Check on the price for 3 different templates
- Billboards
  - More options? - Table....Dru to talk to Banner first.
- A-Frames for town events - Tell benefits for carnival tickets and seating map - Jon & Erica

### Queens

- Jon to talk to Nikki about direction on Queens.
- AITC - Will we have representation? During spring break. AITC to schedule and we'll do our best to staff.

### NFR Convention

- Convention Dec 4-7
- Motion to nominate John and Myrna Flores as Youth Chairs by Karen Crooks. 2nd by Brooke Thomas. Passed.
- Youth Committee outline approved by Board. Jon to send out to all committee.
- Board/Committee Members - Motion to spend approximately \$500.00/for a pair. Board gets 1st choice and Committee Chairs get 2nd choice. 6 max for a total of \$1,500.00. Chairs will be selected by invite by Board. Motion by Jon Wootten. 2nd by Karen Crooks. Passed.
- Youth Committee - Motion to allocate \$1,500.00 to youth members who want to attend. Youth Chair will decide on how it will be allocated. Motion by Dru Alberti. 2nd by Brooke Thomas. Passed.

### ToQC Events

- Trunk or Treat - Booth and Volunteers
- Founders Day - Volunteers
- Block Party
- Holiday Parade
- Motion to register and spend the money needed to attend all these town events by Jon Wootten. 2nd by Dru Alberti. Passed.

### Miscellaneous

- General Dynamics radios
  - We have 50 - do we want more?
  - We can only run 35 in one channel per network.
  - Motion to accept the donation of radios and chargers from General Dynamics by Dru Alberti. 2nd by Rich Roberston. Passed. Ask for earphones.
- Jon to talk to Erica Perez's boyfriend about SKR Chair
- September 13 meeting with all committee chairs.

Next business meeting - August 23.

Motion to adjourn the meeting Jon Wootten. 2<sup>nd</sup> by Rich Robertson. Passed.