

CNC EC Notes 05/10/17

Call to order - 7:04pm Dorothy

Attendees

Council Members - Dorothy Allison; Vicki Briskman; Charlotte Brodie; Anna Kumor; Martina Turner, Dean Wageman (President) ; Darlene Brothers-Wageman (Secretary).

Stakeholder Members - Marcia Chopp; Pat UpdeGraff; Bill UpdeGraff; Ellen Schneider;

Absent: Shekhar Chikhalikar, Carol Lucas (Excused); Rudy Schultz; Anne Weaver

Minutes from March – Approved – Dean motioned, Pat seconded, passed.

Stakeholder comments –

Personal comments by Pat – DOTH was needing clarification

Ellen responded – Parking barriers needed. Signage needed. Need key club to be notified.

Vicki said there was never a problem in the past, simply shorthanded because Key clubbers were a special event.

Jody needs compensation – Vicki. Incurring costs and aggravation. This should be included into the budget for next year, we will put it to a vote. Vicki to put together a budget for us to review. Add to agenda for next month.

Pat and Bill to reach out and get a feel for this.

Motion - None

Guest Speaker – None this month

What went well what didn't?

Carol has the binder from last year created for us to update.

Vicki - Need an event chair coordinator?

We all agreed we need an event coordinator specifically dedicated to managing DOTH. Martina Turner volunteered to be the point of contact for this, all agreed. Thank you Martina!! Martina to be given binders.

Carol Lucas couldn't make the meeting, therefor kindly wrote the board a letter instead, of suggestions to improve next year. Will put letter in DOTH in binder.

Place signage at Chatsworth and Topanga, Andora, gate entrance, and then a couple down the driveway with wording to get people excited (watch a horseshoer in action, free grub,...).

- Ensure we have a Greeter (early) to welcome people, answer questions and hand out programs. Schedule alternates so most of the day is covered.
- Ensure we have traffic control early. Schedule alternates so most of the day is covered.
- Suggestion from attendee: Add "Free Admission" on the Flyer, not just "Free Food."
- Suggestion from multiple attendees: Can CNC add pony rides? FYI: I noticed Larry's Ponies does offer this along with the carriage rides.
- Another attendee suggestion: Can CNC add more activities for children? FYI: Maybe a Pin the Tail on the Mini? We can give out pencils.
- I noticed many people wandering through the stall areas. Do we need people to walk around to observe, caution folks and chat about horses? I redirected people to the Mini Therapy horses if they wanted to pet them. This is a great opportunity to interact with the public by mingling and talking horses
- It would be nice to think of things we can do to accommodate riders/horses coming in – like pointing out where to fill water buckets, tie area, checking to see if they need anything – to encourage them to come next year.
- Assign someone to check on vendors and assist where we can – bring them a program, ask if they need water (especially if they do not have anyone else to help them). Recommend the types of canopy weights/braces that work best in the wine.
- Have two announcers like in the Rose Parade or sports events. One person needs to be horse knowledgeable and can ad lib to fill in. Both need to be energetic and engaging.
- Replace the sound system. It will engage the crowd if the sound is clear and crisp.
- Enlist a nurse for the full day.
- The bios for the performers would work best if we standardize the format and information for the announcers.
- Brainstorm other types of performances we might have: a few trail obstacles in one half of the arena, cavalettis in the other, Dr. Ramey or someone pointing out parts of the horse, barrel race, Ride On demo & talk (should we add them to the "thank you" section for the parking?)
- Pick the 2018 date early and check for events, holidays, schedules to work around.
- Set a Milestone Chart for the action items to prevent last minute rushing.
- CNC's goal is to improve communication so publicizing the event should be easier next year. A Media point person is needed. I do not think the Agenda was posted on the website though it did get on FB. We do need a point person for each DOTH category (such as Food, Performers, Vendors, Announcer/Sound System, Traffic, Greeter, Gate, Presentation, Crafts, Cleanup etc). Designate as soon as possible, set up the milestone chart, report and track each meeting, plan weekly huddle meetings as needed to meet the various deadlines.

Vicki will assist Martina in putting the DOTH Binder together.

In future, need to patrol the area not have wandering the stables. Barrier tape / police tape. Next year use more volunteers, groups of 4 rotating ever few hours. Inform Kamesh far in advance to avoid Key clubbers being in another event same time.

Need a nurse to serve all day. This year was Sylvia Mieure, she said to Marcia Chopp she would do it again if advance notice.

Could add more vendors, wasn't bad this year: 22 vendors similar to the last few years

List of people that performed should be in binder (Jan has it)

Gatling Gun startling the horses that board in the nearby corrals.

George Lightbody's Charityville jail didn't make much money this time. Unfortunate because set up and tear down is a lot of work. Advertising for it was announced at least 4 times, problem is only hear it next to speakers by one end the arena

Need more speakers. Vicki has a solution: She has a friend that has a fabulous sound system offered to let us use.

Pastor George Nelson who was the new speaker this year, said willing to do it next year.

Pick the date as soon as possible. Can't pick date too early due to waiting to find when other event dates are. Board goes black in July. Marsha wants to get Posters to kids in fall, not wait until beginning of year.

DOTH flyer should not be folded over. Everything on **one side**. This year it wasn't deliberate, it was a printing mistake. For the media we need to have same flier.

Binder needs to be kept in the CNC storage here at train depot make it available to board incase board member/ staff member quits or not re-elected.

Need to make sure get a Health permit for serving food.

Follow up Cupcake Lady Gabriella donated to CHS

The Candy truck at Los Toro's 50th anniversary was inexpensive. Cupcake lady was expensive but her truck is tiny. They could fit if parked far down come off Topanga will bring people to the rear of property.

Bring more activities for the kids.

Pony ride has been requested several times. On city property special requirements. Larry's ponies. Parents would have to pay – not in the budget. Popular attraction at the Farmers market in Studio City kid's line up to ride.

Other business:

Bring back Jerry England Slow & wide signs put in peoples yards which look like "Vote for" Politician's signs. Committee would like to Invite Jerry England to come to a meeting and talk in August or September.

Street signs that say slow for horses. Horses next 2 miles, Whoa, etc.

Speed radar monitors are effective see lights breaking.

Pat said we should see if we can have a rep from DOT come to a meeting. Marsha Chopp will contact DOT try to invite DOT for next month meeting.

Need public awareness' that west of De Soto is horse territory. Completely different community than East of De Soto. No horses.

Pedestrian & Horse flashing stop by cross walk like on Mason.

Carol's letter suggested the Equestrian Committee hold two or more community horse chats. A few attendees commented they love horses but are not horse owners and would like to see more community events. Idea: have a late afternoon event (2 hours) with Jody giving children riding lessons. People can bring their kids to watch. It may give Jody some business. The EQ committee can discuss the value of kids being involved with horses from our experience. We can get a few chairs, water and snacks. Throw in info on coming to our committee meetings and the history of horses in Chatsworth. We can partner with Corral 54 too or maybe a local stable would host.

Motion adjourned by Dorothy and Anna Kumor 2nd.