

CNC Equestrian Committee Meeting Minutes
May 09, 2018

Stakeholder or public comments

Roll call – Dorothy; Darlene; Dean; Rudy; Jeff Hammond
Stakeholders – Jan; Martina

Stakeholder comments:

Vicki – 1. Great day, no one acknowledged Jan, she did a great job. This needs to be part of the agenda for next year. 2. Needs to be labeled CNC Day of the Horse. 3. Placement of the exhibitors needs to showcase Mitch, the CNC and sponsors first. 4. Banners – CNC needs to be prominent. Fully funded by us yet it wasn't apparent. 5. Other organizations are looking to take credit for our event.

Martina – Need a process for marketing to ensure oversight is in place.

Jeff – Need to put a due-by date to review October board meeting. Use mock-ups.

Meeting called to order by Dean at 7:05pm

1st Topic:

Nominating stakeholders

None present.

Motion to nominate chair – Dorothy nominates Dean Wageman. Darlene seconded. Motion passed unanimously.

Motion to nominate secretary – Dorothy nominated Darlene Brothers-Wageman, Dean seconded. Motion passed unanimously.

2nd Topic:

DOTH – Re-cap of the event and discussion of Forms. Kid's art, procurement.

3rd Topic:

What worked/what didn't?

- Key clubbers – Didn't show up when needed. Need to coordinate them better. Martina had an online signup for the Garden Festival, completely staffed. The Keyclubbers actually sign-in at the Kiwanis booth, we need to get that list from Shekhar and Nick
- Vendors – Jan says needs to get info early. Dean recommended using the form for vendors before taking them in and adding.
- Trailers – Came in too early, Jan says need to wait until 10am to arrive. Came in at 9:30am.
- Certificates – Need to confirm correct. How do we determine who and how many are distributed? We were able to get out certificates processed within 3 days. We need to review early.
- Ribbons – Jan says people didn't get them to the exhibitors. Need a gate person identified that does the passing out.

- Speaker system – Jan says too low.
- Poster judging – Need to keep separated better. We came up short on ribbons. Need to order more and really nice ones like Bryan had.
- Food – Dorothy says had way too much. Should order accordingly.
- Clicker – We need someone to take attendance.
- Umbrellas – West End Art Walk has them. We need to see if these can be used at the eating area.
- Need to send a thank you note to Bryan, this week. Bring to Retreat Meeting on Saturday.
- Martina volunteered to be volunteer coordinator for managing volunteers.
- Vendor parking – Need to confirm for next year.
- Vendors map – Need to use map for next year. Need volunteer runners so dedicated person stays put.
- Need to send a letter of thanks to Pastor Ruy.

Motion to adjourn by Dorothy , Darlene seconded 8:38