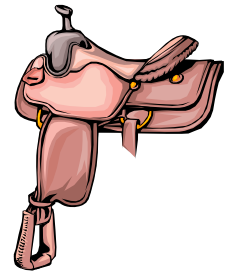




# BOOTS & SADDLES



October 2008

## 2007 Board

### President:

Todd Miller 214-8281

### Vice President:

Jody Osban 631-1271

### Secretary:

Anita LaFond 635-4816

### Treasurer:

Susan Bennig 635-8844

### Horse Show:

Connie Ri esland 638-3874

### Gymkhana:

Jody Clark 634-0945

### Concessions:

Ela ine Anderson 547-9299

### Grounds:

Tammy Maas 421-4455

### Advisor:

Lisa Pontoriero 635-1862

### 3-D Barrels:

Jody Osban 631-1271

### Buidling:

Cindy Loofboro 638-1517

### NON-Board Positions:

#### Royalty:

Cindy Loofboro 638-1517

#### Parades:

Margie Earlywine 638-8688

#### Rules:

Lisa Pontoriero 635-1862

#### Clinician:

\*\*\*\*\*Open\*\*\*\*\*

#### Drill:

Barb Pitt 547-3347

#### Sponsorship/Fundraiser:

\*\*\*\*\*OPEN\*\*\*\*\*

#### Website:

Jay Ostby 632-5817

# Cheyenne Saddle Tramps Monthly Newsletter

## CST Annual Awards Banquet

The CST annual awards banquet is scheduled for November 22, 2008 at VFW 1881 off Nationway. The event is the celebration of this year's show season. We recognize the top performers in horse shows and gymkhanas. 2008 CST president's year end review and description of Board Positions and Special Awards will begin at 5:00 pm. Dinner will start at 5:30pm. We request that each member bring the following dishes based on the first letter of your last name. Coronation of Royalty will start at 7:00pm. Presentation of awards will start immediately after that. Ballot boxes will be available during dinner time. This should be a great event and lots of family fun.

<b>Salad/Side Dish</b>	<b>A-H</b>
<b>Appetizer/Hor'Doevours</b>	<b>I-P</b>
<b>Desert</b>	<b>O-Z</b>

## Book Your Holiday Party with Cheyenne Saddle Tramps

Cheyenne Saddle Tramps has an affordable location for hosting your holiday party. go to the website for a brochure. [www.cheyennesaddletramps.org](http://www.cheyennesaddletramps.org) call Cindy at 638-1517 for more information and available dates.

## Nominations for 2008 CST Board Positions

All CST board positions are elected on a year to year basis. Nominations for the 2009 year board of directors was held at the meeting held on October 15, 2008. This is your chance to choose your leadership for the upcoming year. If you are interested on serving on the board, come to the awards banquet and be nominated. Elections for the 2008 board of directors will be held at the awards banquet in November. You must be present to accept the nominations for the position. All members are encouraged to attend and guide CST for the following year. See below for the job descriptions of all the board member positions.

1. **President:** The President shall preside over meetings according to accepted rules of parliamentary procedure, appoint committees and serve on them as an ex-officio (non voting member). If there is a tie, the President will then, make a decision to break the tie, or table the motion made until a later time. The president shall Coordinate the activities of the club and evaluate and make recommendations as necessary to enhance the progress of each committee. The president shall be the club representative for Public Relations and official functions.

2. **Vice President:** The Vice President shall assume all duties of the president, if necessary. The Vice President shall Coordinate all work committees, and work closely with the President to assess and monitor club goals and the performance of each chairperson.

3. **Secretary:** The Secretary shall record and preserve the proceedings and records of all of all general Club and Board meetings as well as all matters of which a record is deemed necessary by the Club. The secretary shall receive from the treasurer and preserve all original membership applications and create and/or maintain a membership roster including addresses and telephone numbers. The secretary shall be responsible for preparing, or delegating, the preparation of the newsletter. The secretary shall keep a key inventory to account for facility keys, equipment keys and post office box keys. The Secretary, President and an alternate from the Board will be responsible for picking up mail

4. **Treasurer:** The Treasurer shall develop a Projected Debt Summary for the club for the year's expenses. This report must be made available by the February Meeting. The treasurer shall be responsible for all financial matters of the club including: collect and receive all money, utilize the bank approved by the board for account creation and maintenance including balancing. All bank accounts shall be in the name of the Club. Withdraws and Deposits are only to be made by the Treasurer, Event Chairperson, Vice President or the President. The checks may only be signed by the Treasurer, Vice President or the President. These individuals need to be placed on the "Clubs" checking account no later than the January meeting. All funds brought into the club must be deposited with in a timely manner, no longer than 10 business days after the event. The books shall be open at all times to inspection by the club. The condition of the Club finances shall be reported at every board and general meeting. The report shall include an account of all moneys received and expended during the previous month and the current bank account balance (s). The Treasurer shall receive applications for membership and forward those applications to the Secretary for addition to the permanent files. One copy of the applications will be forwarded to the Horse Show/Gymkhana chairpersons.

5. **Advisory Member:** It is recommended that the Advisor has been a member for at least two years and it is strongly recommended that they have previously held the position of President or Vice President. The Advisory Member shall serve as a member of the Board of Directors; with the primary responsibility of rendering as much assistance as possible to the current Board. The advisory member shall also be the chairperson of the Audit Committee which ensures the audits of all books be performed twice a year. The financial records must be audited in February, and reported in March, and also in July, and reported in August. All horseshow, gymkhana and 3-D Barrel records will be audited after the last event of the season, and before any awards are distributed. The Advisor will be available as a mediator to all committees. The Advisor is also responsible for assisting in grievances pertaining to the club.

6. **Grounds Chairperson:** The Building and Grounds Chairperson shall be primarily responsible for repair, maintenance and improvements of club property; shall keep a current inventory of Club items. The grounds chairperson shall make purchases for the upkeep of the buildings and grounds as approved by the club. This person may appoint and lead a team of club members to help with the chairperson's duties. The Grounds Chairperson is also responsible for ensuring the arena is ready for events, and restrooms are available for use if the clubhouse is rented and restrooms are available for horseshows, gymkhanas, 3-D Barrels and camping.

**7. Fundraiser/Concessions Chairperson:** The Concessions Chairperson shall be in charge of organizing and providing concessions for Club events and may appoint and lead a team of club members to assist in these duties. The Fundraiser/Concessions Chairperson is responsible for overseeing all fundraising, or appointing others to assist them. The Fundraiser/Concessions Chairperson or the person responsible for the event is responsible for turning over all funds raised to the Treasurer, and submitting a report to the Board and the club at the monthly meetings.

**8. Horse Show Chairperson:** The Horse Show Chairperson shall be responsible for the organization, performance and operation of all club Horse Shows. The Chairperson may appoint a Co-Chairperson to assist with or assume these duties, as necessary; however, the Co-chair may not attend Board Meetings. The Horse Show Chairperson must coordinate with the Gymkhana Chairperson and present a Calendar of events to the club by the March meeting for approval. The chairperson shall make all purchases related to the shows with prior club approval. The Horse Show Chairperson must submit a projected budget to be presented by the July meeting in regards to year-end-awards. The Horse Show Chairperson is also responsible for advertising their events.

**9. Gymkhana Chairperson:** The Gymkhana Chairperson shall be responsible for the organization, performance and operation of all club Gymkhanas. The Chairperson may appoint a Co-Chairperson to assist with or assume these duties, as necessary; however, the Co-chair may not attend Board Meetings. The Gymkhana Chairperson must coordinate with the Horseshow Chairperson and present a Calendar of events to the club by the March meeting for approval. The chairperson shall make all purchases related to the shows with prior club approval. The Gymkhana Chairperson must submit a projected budget to be presented by the July meeting in regards to year-end-awards. The Gymkhana Chairperson is also responsible for advertising their events.

**10. 3-D Barrels Chairperson:** The 3-D Barrels Chairperson shall be responsible for all activities related to the 3-D barrel events. These activities include scheduling, ensuring grounds preparation, monitoring and attending all events with collection of entry fees, distribution of payouts to event participants, tracking points, and purchasing prizes (with prior board approval). The 3-D Barrels Chairperson must submit a Calendar of events to the club by the March meeting for approval. The chairperson shall make all purchases related to the races with prior club approval. The 3-D Barrel Chairperson must submit a projected budget to be presented ½ way through each series in regards to season-end-awards. The 3-D Barrel Chairperson is also responsible for advertising their events.

**11. Royalty Advisor:** The Royalty Advisor shall organize and oversee all Royalty activities including tryouts, public relations functions and fund raising. A ledger will be kept of all incoming and outgoing funds and donations. This ledger needs to be made available to the Board and club, and be audited at the same time as all other financial records. The term of the Royalty Advisor will correspond with the term of the Royalty. Therefore, nominations and all elections of this office will be performed at the Awards Banquet when Royalty is crowned. The Royalty Advisor is also responsible for putting together the Royalty packet for those members wishing to try-out for the next years Royalty. This packet is to be presented for approval at the March Membership meeting,

**12. Building Rental Chairperson:** The Building Rental Chairperson shall be responsible for all aspects of building rental, including but not limited to: Showing the property to prospective renters, obtaining signatures on rental agreement (exhibit A), inspecting the property following the rental, initiating emergency repairs that cannot wait for approval at a club meeting. The Building Rental Chairperson must have a complete report available at every meeting. A formal audit of all financial club records will be performed twice a year by the Treasurer, President and Advisor. This audit will be done in February and August. A current rental agreement must be presented to the club at the January meeting. This agreement is to be added to the rules and the constitution as an addendum and subject to review by the rules committee.

**If you are not sure that you want to be on the board, there are several ways to put your talent to work! There are several non-board chair positions available. Please come and let us know which one you are interested in!**

Parade/Color Guard Chair Person

Sponsorship Chairperson

Website Chairperson

Drill Team Chair Person

Rules Chairperson

Jr. Board Chairperson

Clinician

**Year End Awards:** CST gives out the following awards during the awards banquet. These awards nominees are taken from club members. Nominations can be started now and brought to the meeting or the night of the awards. Ballot boxes will be available at the banquet during dinner and the winners will be announced during the awards presentation.

**John Easterwood Award:** Recognizes individuals or family who has displayed extra ordinary dedication to the club and its membership through leadership, participation, and sportsmanship.

**Sheila Vossler Award:** Youth member of the club who on January 1st of the year of recognition has not reached 19 years of age, had displayed extra ordinary dedication to the club and its membership through leadership, participation, and sportsmanship

**Most Improved Rider:** Recognizes rider who has excelled the most in their ability

**The Lifetime Achievement Award:** Recognize that member or family consistently and continually for a significant number of years has demonstrated extra ordinary leadership, participation, and sportsmanship together with tireless and selfless service to the club, its members and its founding principles and purposes. This may not always be awarded every year.

### Meeting Minutes from October 15, 2008 per Todd Miller, CST President

Minutes from Last Meeting: Amendment to minutes to add the motion for annual officer plaques by Jay O.

Officer's Present: Myself, Jody O., Susan B., Connie R., Jody C., Tammy M., Lisa P., Cindy L., Barb Pitt, Elaine A., Jay

Treasurers Report: See attachment. Had a returned check from last Gymkhana with fee ... following up on that. We must notify insurance company of our schedule of events for next year ... our coverage follows the membership, and doesn't just cover activities at the CST grounds.

Gymkhana: Currently working end of year awards.

Grounds: Final work day was most attended with 24 present. Included work, picnic, roasting marshmallows, extensive overhall of crows nest (a bird got in again). Grants are still being looked into ... we will be more successful if we tie it to our heritage. Next step for improvements seems to be a septic system for concessions and other uses. We have someone who will provide labor and install at cost ... still doing investigations into a "public" septic design.

Rules: Barb, Wendy and Todd will audit financial statements for shows and gymkhanas.

Building: Motion to advertise for Holiday rentals approved at a cost of \$100. Cindy's phone number will be put on the webpage for rentals. Starting January, meetings will be held at the Library (Susan making reservations) ... we will continue discussion at next meeting concerning winterization ... Jay Otsby may have been volunteered to winterize if necessary.

Parades: Margie Earlywine to return to Cheyenne in approximately 6 weeks.

Royalty Advisor: Jackets being ordered ... buckles are being looked into.

Old Business: Tractor part being ordered for approximately \$60.

New Business: Tammy is sending out flyers for banquet ... decorating will start at 1pm the day of. Christmas parade details are being worked out by Barb Pitt and friends. Goat tying clinic is being researched by Tammy to possibly be held at LCCC. All officers nominated should be made aware of their responsibilities if elected. Nominations can still be made at the Banquet as long as they are able to be accepted by individual nominated. Your e-mail was read concerning hour requirement of club service in order to be eligible for end of year awards ... need to put in minutes and on website that this will be discussed at the next meeting. One objection ... but a lot of interest. Jay O thinks there is a more positive way to lure in the help.

Officer Nominations:

President: Todd Miller

VP: Jody O.

Secretary: Anita LaFond

Treasurer: Susan Benning

Advisory Board Member: Barb Pitt

Gymkhana: Susan Benning

Horse Shows: Connie R ... thinking about it.

3-D Barrels: Jody O.

Royalty Advisor: Victoria Hall

Fundraiser/Concessions: John Schofield

All nominations were accepted except where noted.



#### **HALLOWEEN SAFETY TIPS FOR KIDS**

- ⚠️ Help your child pick out or make a costume that will be safe. Make it fire proof, the eye holes should be large enough for good peripheral vision.
- ⚠️ If you set jack-o-lanterns on your porch with candles in them, make sure that they are far enough out of the way so that kids costumes won't accidentally be set on fire.
- ⚠️ Make sure that if your child is carrying a prop, such as a scythe, butcher knife or a pitchfork, that the tips are smooth and flexible enough to not cause injury if fallen on.
- ⚠️ Kids always want to help with the pumpkin carving. Small children shouldn't be allowed to use a sharp knife to cut the top or the face. There are many kits available that come with tiny saws that work better than knives and are safer, although you can be cut by them as well. It's best to let the kids clean out the pumpkin and draw a face on it, which you can carve for them.
- ⚠️ Treating your kids to a spooky Halloween dinner will make them less likely to eat the candy they collect before you have a chance to check it for them.
- ⚠️ Teaching your kids basic everyday safety such as not getting into cars or talking to strangers, watching both ways before crossing streets and crossing when the lights tell you to, will help make them safer when they are out Trick or Treating.

#### **HALLOWEEN SAFETY TIPS FOR ADULTS**

- ⚠️ Know the route your kids will be taking if you aren't going with them.
- ⚠️ The best bet is to make sure that an adult is going with them. If you can't take them, see if another parent or a teen aged sibling can go along.
- ⚠️ Know what other activities a child may be attending, such as parties, school or mall functions.
- ⚠️ Make sure you set a time that they should be home by. Make sure they know how important it is for them to be home on time.
- ⚠️ Explain to children the difference between tricks and vandalism. Throwing eggs at a house may seem like fun but they need to know the other side of the coin as well, clean up and damages can ruin Halloween. If they are caught vandalizing, make them clean up the mess they've made.
- ⚠️ Explain to your kids that animal cruelty is not acceptable. Kids may know this on their own but peer pressure can be a bad thing. Make sure that they know that harming animals is not only morally wrong but punishable by law and will not be tolerated.

### **Royalty Report**

Crowning of your 2009 Royalty will take place at the banquet. 2009 Queen Shelby Benning and 2009 Princess Cianna Schofield are ready to begin their reign and have a great year! 2008 Queen Lori Riesland and 2008 Princess Rylee Anderson will be doing their farewell speeches. Both of these girls represented the club well! Good Job!

Cheyenne's Annual Christmas Parade is coming up. This is always a fun and cold event for CST. If you are interested in helping with this, please let us know! The parade is scheduled for Nov 29, 2008 at 5:00pm with the theme being the "A Story Book Christmas"

*Where Dreams Become Adventures*  
*Cheyenne Saddle Tramps Riding Club*  
*P.O. Box 2062*  
*Cheyenne, WY 82003*

Visit our website [www.cheyennesaddletramps.org](http://www.cheyennesaddletramps.org)