**VICTORIAN ENDURANCE RIDERS’ ASSOCIATION INC.**

**STATE MANAGEMENT COMMITTEE MEETING MINUTES**

|  |  |
| --- | --- |
| **Date**  | 23rd July2022 |
| **Time** | 9.00 am 9:05am |
| **Location** | Online Meeting  |

# WELCOME by vice-president

Welcome to the meeting. Thank you for all attending and working with me to work through these changes. We will have a few things to Discuss through the meeting

# PRESENT

#

Paul Nugent

Kerrie Gabb

Damien Little

Hans Peuker

Mezcal Manners

Sandy Little

Russell Gillingham

Russell Robinson

# APOLOGIES

Apologies have been received from the following Committee Members:

* Ellen Prestage
* Paul Bryson
* Lyn Taylor

Aplogies Moved by Damien second by Russ R

# CONFLICT OF INTEREST

Declaration of Conflicts of Interest by Committee Members requires update for new SMC members.

|  |  |  |
| --- | --- | --- |
| **Committee Member** | **Point of Conflict** | **Reason** |
|  |  |  |
| Kerrie Gabb | Mark Gabb (Webmaster)Tom Quilty 2023 | Personal relationshipCommittee Member |
| Paul Nugent | Bek WilliamsonLancefield Ride | Personal RelationshipRide Organiser |
| Paul Bryson | Marty Bryson, Daisy Bryson | Personal Relationship |
| Sandy Little | Bronwyn Cuthbertson, Damien Little | Personal Relationship  |
| Damien Little | Bronwyn Cuthbertson, Sandy Little | Personal Relationship |
|  |  |  |

# VISITORS

NA

The following members have indicated they will be attending the meeting:

* Nil

# MINUTES FROM MEETING HELD ON 25th June 2022

## 6.1 Amendments

## 6.2 Adoption Moved Sandy Little Seconded Mezcal Manners

##  6.3 Business Arising From the Minutes

Sandy asked why the last minutes hadn’t been finalised, this was due to Linda not having time to complete due to family issues.

Follow up on the Eldorado letter for disqualifications

# RATIFICATION OF ONLINE MOTIONS

The following motions were moved online and requires ratification at the meeting.

| **Motion** | **Moved** | **Seconded** | **Vote** | **Outcome** |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |

# CORRESPONDENCE

## 8.1 Inwards Correspondence

|  |  |  |
| --- | --- | --- |
| **Date** | **From** | **Details** |
| 25th June 2022 | Lyn Taylah | Resignation from Governance sub Committee- follow up letter required |
| 29th June 2022 | Ash Grieves | Head Vet Report Eldorado |
| 29th June | Kim Moir | Minutes of AERA Meeting |
| 29th June 2022 | Kim Moir | Subsidiary Agenda AERA Meeting |
| 2nd July 2022 | Kim Moir | Swabbing Targets for each DA  |
| 19th July 2022 | Latrobe Recreation | Invitation to participate in Survey- Kerrie to look into |
|  19th July 2022 | Linda Tanian | Resignation |
| 19th July 2022 | SAERA | SAERA State Champs |
| 19th July 2022 | Kim Moir  | VERA Representative to AERA |
| 19 July 2022 | Kim Moir | Ride Calendar 2023- Mez follow up attachments with Kim |
| 19th July 2022 | Kim Moir | Correspondence AERA- Mez follow up attachment with Kim |
| 19th July 2022 | Kim Moir | Subsidiary AERA Agenda |

## 8.2 Outwards Correspondence

 Move motion- Damien Little

 Seconded- Mezcal Manners

# REPORTS

## 9.1 President

No report recieved

## 9.2 Treasurer

Date 17-07-2022

For Meeting 23-07-2022

The square for the merchandise has been purchased, a square account set up, linked to the bank, and square did a test transaction of .01c out and back into the bank account. Square says it will take 28 days to activate the account, as they check all the information I needed to supply to open the account.

Once we have the activation approved, we will need to set the app up on some devices so that if we take the merch to rides, we can sell it.

Incoming Accounts

|  |  |  |
| --- | --- | --- |
| **Name** | **Details** | **Amount** |
| D Little | Reimbursement ride sec and TQ22 teams fee  | 470.00 |
| AERA – 1353 | Affiliation and horse fees | 720.00 |
| AERA – 1330 | Liability Insurance fees | 938.00 |
| K Gabb | Reimbursement for square, hire of library and Aust post account that was due before meeting  | 192.64 |
| Vic Roads | Trailer rego #1 | 62.40 |
| Vic roads | Trailer rego # 2 | 62.40 |
| EA - 2500 | Swabbing fees – Brimpaen | 382.34 |
|  |  |  |

**MOTION xxxxx:** Thatthe tabled accounts be paid.

**Moved:**  Mezcal Manners

**Seconded: Sandy Little**

**Abstained: K Gabb, D Little**

**Motion xxxx:** That the Treasurer’s Report be received.

**Moved: Sandy Little**

**Seconded: Mezcal Manners**

Attachments:

* Balance Sheet YTD
* Profit and Loss YTD
* Profit and loss since last meeting
* D Little - reimbursement
* AERA – 1352
* AERA – 1353
* EA - 2500
* Vic roads #1 & # 2
* K Gabb – Reimbursement

## 9.3 Rides

Ride Reports

Ride Support Personnel

Verbal report from ride support personnel for the 2022 rides.

|  |  |
| --- | --- |
| **Ride** | **Ride Support Person** |
| Eldorado #3 | Kerrie Gabb |
| Ararat | Damien Little |
| Quilty Test Event/VERA SC | Russell Gillingham |
| Dergholm Championships | Paul Bryson |

Ride Information

The SMC agreed that the following information should be gathered from the ROs for each ride at least 6 weeks before the ride date.

|  |  |  |  |
| --- | --- | --- | --- |
| **Ride** | **Vaccination Status** | **Chief Steward** | **Head Vet** |
| Eldorado #3 |  | Linda Tanian | Narelle Cribbs |
| Ararat |  | Sandy Little | Lesly Hawson |
| Quilty Test Event/VERA SC |  | Tom McCormick | Narelle Cribbs |
| Waterloo ride |  | Sandy Little | Lesly Hawson |
| Dergholm Championships |  |  |  |

ETS

The ETS will be used for the following rides:

|  |  |  |
| --- | --- | --- |
| **Ride** | **Transport to Ride** | **Returned After Ride** |
| Eldorado #3 |  |  |
| Ararat |  |  |
| Quilty Test Event/VERA SC |  |  |
| Dergholm Championships |  |  |

## 9.4 Calendar Coordinator

No report received.

Discussion in regards to dual affiliation with the National capital ride at Brookvale as a part of the Mountain Challenge with Eldorado and Tumbarumba, this ride doesn’t come into our 300km radius, Sandy advised we can override the policy, it won’t affect any Victorian rides. Damien stated it is 117km as the crow flys.

Sandy moves a motion to dual affiliation for the National Capital ride

Seconded Damien Little

All in favour

## 9.5 Insurance Officer

No report received.

Michelle Cranston wants to take out the insurance cover through VERA

## 9.5 AERA

## 9.6 Assets Officer

Date 17/07/2022

For Meeting 23/07/2022

Gippsland Clock turned up damaged at the TQ22. I am currently tracking it down to get it back to its home base with the trailer, it will then be looked at and see what is required to fix it.

The ETS had problems at Eldorado 2, which appeared again at the TQ22. It was determined it has a faulty antenna, and it doesn’t seem to be transmitting full power. Tom McCormick has a spare antenna that can be sent to us, hopefully it will arrive before the Eldorado #3. If not we will need to take in to consideration where the gates will be placed, so the ETS can still be used.

Clock to return back with Kerrie from Eldorado

## 9.7 Horse Welfare Officer

no horses on warnings

**2022 SWABBING PROGRAM**

## 9.8 Honorary Vet

No report received.

## 9.9 Logbook Registrar

Things generally slow with logbook applications. I have a good supply of logbooks, covers and upgrade stickers. A few applications in the mail on my return from TQ22

## 9.10 Membership Registrar

## 9.11 Merchandise Officer

 Mez will try and get Merchandise back from Sheree at the next ride

## 9.12 Point Score Officer

No report received.

## TPR Coordinator

## 9.14 Veterinary Coordinator

No report received.

## Webmaster

No report received.

Mark emailed Paul in regards into website manager. Linda emailed content to Mark to go onto the website. Mark needs someone to send him the content. Damien suggested Jen as she already does Facebook content.

## Swabbing Steward

Portfolio currently vacant.

## Social Media

No report received.

## Grievance Officer

Nothing to report.

## Governance Sub-committee

Damien and Russell R are currently reviewing he stated that some of the policies just need a few word changes and go on to the new template, then sent in for review by the SMC. Kerrie mentioned that they will need to be sent through to webmaster to be put up on the website.

#  GENERAL BUSINESS

**Kerrie brought up that we need 2 people to sign for the bank accounts and asked if Mez can be the second signature so bills can be paid, as Kerrie is heading to Fish creek it is easier for Kerrie to get Mez signed up.**

**Kerrie has moved a motion that Mezcal Manners be added to Benidgo bank as signature and remove Linda Tanian.**

**Moved by Sandy Little**

**Seconded Kerrie Gabb**

**Carried**

**Mez suggested after discussion with Ellen possible 50th anniversary vest, hoodie or long sleeve top and put it forward to the members via a facebook poll. Everyone agrees**

**Russell Gillingham asked why it took so long for ribbons to be sent in the mail. Kerrie believes that with the point score difference things needed to be redone.**

**Kerrie bought up that the Team uniforms are with Phoenix who are based out of Warragul, they are nearly ready. Moving forward all Merch for anything to go through merch orders.**

**Paul asked if anyone knew where the State Champ rugs were at, no 1 knew, Kerrie to follow up with Linda.**

**Russell G asked if there was any news from the Quilty- 1 Victorian team come second. Damien assisted with selection as Sandy was tied up with other things.**

**Kerrie asked when do we move the money over to the TQ23 as she was unsure, she stated she be apart of the discussion just not the decision. Sandy believes it was sent when they required it. Kerrie is looking for the policy. Kerrie isn’t sure if they know about the money, Sandy believes a loan agreement should be in place for the Quilty fund in case things go pear shaped.**

**AGM preparations- where to have it?**

**Mez suggested that everyone looks for a place and we come back at the next meeting with the suggestions.**

**Hans asked what we are doing with the 50th Anniversary possibly put together something for the members. Kerrie has some old newsletters from Jen Green. Russ G suggested a podcast be created, Mez suggested a social ride.**

**Rugs have been ordered with Dale Williamson for State Champs**

**The VERA SMC accept Linda Tanian resignation as President and a letter be sent thanking her for her good work.**

**Moving it as a committee- carried**

**Sandy suggested that we send a proxy for AERA meeting, Lyn, Paul and Mez unable to attend, Sandy should be able to attend**

**The DA move a motion that Sandy Little be VERA proxy vote for the next AERA meeting being held 24/7/2022 provisional until a new member is appointed**

**Moved- Paul Nugent**

**Seconded- Russell Robinson**

**Sandy to vote against the logbook rule and in favour of the rest of the rules**

**Russell G brought up how good AERA online is and he congratulated the team that created it.**

**Kerrie asked what was happening with the SA state champs being run at the Dergholm ride. Paul to call David and Trish to discuss what their thoughts are with changing their ride to the SA state Champs and speak with Mel bright in helping out with the admin side of things. Paul do to this in the next week.**

#  ACTION LIST

The Action List will be reviewed to discuss progress on outstanding tasks that have been allocated to Committee members.

#  OTHER GENERAL BUSINESS

Any other general business will be discussed as time permits.

#  LATE ITEMS

#  NEXT MEETING

The next VERA SMC meeting is scheduled for 27th August 2022.

#  MEETING CLOSURE

Meet closed at 11:48am