

Victorian Endurance Riders Association State Management Committee		Committee meeting	Date: Venue: Meeting commence	October 21 st 2017 Caroline Springs library 1015
	Attendance:	Simon Thomas Brittnee Smith Kasey Thomas	Sandy Little Sioux Reid	Bronwyn Cuthbertson Martin Mlzzi Rebecca Williamson Eric Thomas Tamara Atkinson Paul Nugent
		Visitors: Julie Woods, Carol Laidlaw, Geoff Jolly, Ellen Prestage, Jane McLaughlan		
	Apologies:	Hans Peuker, Fiona Passarin, Paul Bryson Motion2017.10.01: that the apologies be accepted M-BCuthbertson S- SThomas carried		
1	Minutes from previous meeting	Motion2017.10.02: that the previous minutes have been read and accepted as correct. M: SReid S:RWilliamson carried		
		<p>Letter read by Simon Thomas in response to the anonymous letter sent by email to SMC members on 20-2-10-2017. Resignation of Simon Thomas and Kasey Thomas immediately as they feel that the continued negativity towards them has interfered with their ability to work in the SMC and their enjoyment of the sport..</p> <p>The anonymous email had attached word document. The document properties noted that the letter had originated from a computer at some point licensed to [REDACTED], however it was discussed that this did not necessarily mean that [REDACTED] was the actual author of the letter".</p> <p>SMC business is mentioned in the correspondence and therefore there has been a breach of SMC confidentiality. This letter has been circulated and comments regarding it have been posted in public media – this is a breach of AERA social media policy.</p> <p>Simon Thomas and Kasey Thomas left the meeting at 1042. Vice President Sandy Little took chair to lead remainder of meeting, stating that this anonymous correspondence is cowardly and despicable. This table cannot condone this behaviour and there is a strong case for Disciplinary Panel as this is outside of the member code of conduct.</p> <p>MOTION2017.10.03: That a Disciplinary Panel be formed to investigate the following;</p> <ol style="list-style-type: none"> 1. Identify the source of the letter 2. Determine if breach of member Code of Conduct 3. Determine if breach of social media policy 4. Determine if breach of SMC code of conduct <p>M: TA S: RW</p> <p>Motion 2017.10.04: Amendment to above motion that the source of the anonymous correspondence to SMC be determined and then the DP investigate if any breach of Member Code of Conduct, breach of Social Media policy, breach of SMC Code of Conduct M: EThomas S: MMizzi For 6. Against 3 Amendment carried</p> <p>Motion 2017.10.04 carried.</p>		

		<p>ACTION: Secretary to forward recommendation to IDP members to form panel and investigate as instructed</p> <p>ACTION: response to social media exposure</p> <ol style="list-style-type: none"> 1. Notification to the membership of resignation of the SMC president and Kasey – website and facebook 2. Thank you to Simon and Kasey for involvement and actions over previous 3 years, 3. That VERA Inc. facebook mediator can remove posts associated with the anonymous letter and post reminder of social media policy 	
2	Online Motions	Nil	
3	Business Arising:		Action/Motion:
3.1	3.1.1	Catani traffic management invoice	R.Stanes has confirmed this has been paid and has followed up with company.
	3.1.2	Ride trailer update	<p>Investigations into trailer options</p> <ul style="list-style-type: none"> • 2nd hand car trailer – will wait to end of competitive season to follow up • Cool room • Horse float with modifications <p>Martin has spoken to firm who is putting together a quote for purpose built trailer.</p>
	3.1.3	Child Safe standards update	<p>WWCC received from Ellen Prestage, Sandy Little, Carol Laidlaw</p> <p>Comment from Jane McLaughlan re child supervision during rides. Suggestion that the responsibility for supervision of children be moved from the Ride Organiser providing safety back to the guardian of the children to establish a safe, supervised environment.</p> <p>ACTION : confirm with Fiona ability to continue with portfolio – child safety standards.</p> <p>ACTION: rule change request to AERA re guardian responsibility for under 18yr old. – Jane McLaughlan</p> <p>ACTION: State management recommendation for 2018 events – require that parents/guardians responsible for provide supervision of children under 18yrs</p>
	3.1.4	NSW v VIC trophy	<p>VERA has won the inaugural event held at Eldorado. Some confusion re dual affiliation, hopefully NSWERA has resolved this.</p> <p>B.Cuthbertson submitted reimbursement request for</p>

Person

complete

Tamara Marty

ongoing

Fiona

			<p>\$500</p> <p>ACTION: invoice \$250 to be forwarded to NSWERA.</p> <p>ACTION: team Tshirts have been purchased and Brittnee has these. Invite team members to AGM & annual presentation and present Tshirts with cup for attending members to share.</p>	Rebecca Bronwyn
3.1.5	Webmaster		<p>Login provided to D.Griffin and provided contact with website designer.</p> <p>ACTION: Phone contact with Danielle to establish for 2018. Identify changes required</p> <p>Calendar access issues – look at means to resolve</p>	Sandy
3.1.6	Horse Enzyme Study		<p>Good uptake from members at Eldorado.</p> <p>To be offered again at Dergholm State Championships. Promote to membership prior.</p> <p>Participating members feel they do not receive sufficient info following.</p> <p>ACTION:Follow up with Dr Hawson</p>	Bronwyn
3.1.7	Membership card investigate options for renewal		<p>Find printer to replace existing card or find printable alternative with welcome letter and pop out card.</p> <p>Rebecca has purchased cards to support remainder of 2017. Requesting letter format to welcome returning or new members.</p> <p>ACTION: Format letter for 2018 membership year.</p>	Rebecca
3.1.8	VERA Logo formatting		<p>Rebecca formatted logo with clear background cost \$10</p> <p>Purchase VERA stickers to share with new members</p> <p>ACTION: Design suitable sticker that will fit in standard mailing envelope.</p>	Rebecca & Brittnee
3.1.9	RO support options		<p>VERA discussion with DELWP and Parks - ? endurance agreement with all documents supplied and in place, then RO to only supply track maps – discuss with DELWP fees, currently \$110 to process application and \$1.10 per rider. PARKS fee \$125.80 flat fee for application and access.</p> <p>? Vic gov future plan for limiting state land access. 5th Nov Landsborough ATHRA event with media to highlight</p>	

			<p>limiting access to Parks bushland.</p> <p>ACTION: Geoff Jolly to attend and report back to SMC in December. Suggest all VERA members contact local parliamentarians re access issues.</p> <p>? RO grant scheme- allocation of set amount, if profit above the grant given is made the grant amount is to be returned.</p> <p>ACTION: business plan for grant/sponsorship – Rebecca Williamson to present at Dec meeting</p> <p>ACTION: Contact with RO re why not organising rides</p> <p>Comments from JaneMcL – personal risk related to juniors, track access, member behaviour, time management. Each RO faces different challenges to be investigated.</p> <p>Challenge of volunteers for events – riders do not make practice of supporting events when not riding. – education of riders. Can volunteering be an expectation of membership?</p> <p>? VERA to run one ride annually and any profit to be used the following year for grant/VERA sponsorship or VERA run state championship and profits go to TQ support</p> <p>MOTION2017.10.05: That the ride calendar policy procedure change to change procedure point 2 – remove ‘Endurance Events will be run 3rd weekly’ and replace with ‘Endurance Events should be no less than 2 weeks apart’. M: MMizzi S: PNugent carried</p> <p>ACTION: sec to make change to policy, forward to SMC and post on website.</p>	
4	Correspondence			
4.1	IN			
	4.1.1	WWCC for CS Ellen Prestage	Scanned to AERASPACE	
	4.1.2	TQ18 sponsorship invitation	MOTION2017.10.06: sponsorship to value of \$2000. M: RWilliamson S: TAtkinson carried	

			How money to be spent – priority for rugs, or negotiate alternative.	
	4.1.3	AERA invoice 451 (logbooks)	Corrected invoice – now accurate for logbooks processed to date in 2017	
	4.1.4	AERA – rider lifetime distance awards advice		
	4.1.5	AERA – advice that Dr Ash Greeves and Dr Lesley Hawson now AERA veterinary accreditation.	AERASPACE updated	
	4.1.6	AERA – national veterinary panel request to ensure RO aware of and plan for sufficient veterinary cover at rides.		
	4.1.7	Eldorado ride fees/forms		
	4.1.8	AERA – EWS sticker trial	To use at remaining rides, report to AERA in 2018	
	4.1.9	TPR response – April Robinson, Angelica Anderson	Both remain keen to complete qualification Angelika at Eldorado	
	4.1.10	Linda Tanian – EA notification re NZ riders		
	4.1.11	Invoice for bookkeeping software		
	4.1.12	G.Jolly correspondence – AGM motion	To be included in AGM agenda.	
	4.1.13	WWCC for Carol Laidlaw	Scanned to AERASPACE	
	4.1.12	Invoice Ballarat Trophies – Border cup and team trophies	Reimbursement to BronwynC	
	4.1.13	Sioux Reid EV membership invoice	ACTION: reimbursement to Sioux Reid	
	4.1.14	Anonymous letter to SMC		
4.2	OUT	<ul style="list-style-type: none"> Letter to Carol & Peter Laidlaw Letter to Paul Morrilee by email re fundraising suggestion Letter to E.Holland – IDP final outcome Letter to R.Player TPR qualification & badge supply Letter – K.Thomas thankyou Email to probationary TPR re any support needed to complete qualifications Email to R.Stanes re invoice payment 	<p>Invitation to contact SMC Alternative fundraising option suggested – no response</p> <p>Response from Angelica Anderson & April Robinson – still keen to qualify Motion 2017.10.07 that correspondence be accepted M: SR S: BS carried</p>	
5	REPORTS		Action/Motion	Person

5.1	President:	Resignation of Simon Thomas from this position	<p>Motion2017.10.08: That Sandy Little be nominated to the position of president for the remainder of 2017. M: SReid S: PNugent carried</p> <p>Motion 2017.10.09: That Geoff Jolly be nominated to the position of VP for remainder of 2017 M: EThomas S: TAtkinson carried.</p>	
5.2	Treasurer:	<p>Bookkeeper reports attached</p> <p>Invoice from AERA for logbooks, ride fees, insurances from this financial year not included. This will amount to over \$5000.</p> <p>Motion2017.10.09: that the treasurers report be accepted M: RW S: MM carried</p>	<p>Request from EHolland for \$20 refund on logbook supply – payment by EFT and paperwork by email on 28 aug, application found in junk on 10 sept, processed, express mailed following day.</p> <p>Motion2017.19.10: that the following banking changes be made</p> <ul style="list-style-type: none"> • Removal of Simon Thomas for signatory • Removal of Kasey Thomas from banking access to merchandise account • Give access to Brittnee Smith (Dhont) to access view of merchandise account <p>M: BCuthbertson S: RWilliamson carried</p> <p>ACTION: Banking paperwork to be completed</p>	
5.3	Ride Reports	Eldorado – CS Sandy Little	<p>Verbal report from Tamara at meeting of out of control horse at start galloping on bitumen upsetting other riders. Report received – appendix 2 SMC agreed with CS actions on the day.</p>	
		Mundulla (dual affiliated) CS Sandy Little	Dual affiliated with SA – the weather initially caused some track concerns. Overall, riders enjoyed the ride.	
5.4	Calendar: Insurance:	2018 calendar submissions	Suggestion for website – remove ride info once ride completed. People using phones are having difficulty scrolling through all year rides to find end of year rides. Suggestion for facebook – create event page for rides after the ride before	
		<p>Feb 10 Kim Noble – training ride weekend sat and sun Feb 24-25 viking group end/tx/intro sat 20-40 sun 20-40-80 March 10-11 long weekend end viking group Easter – Mil Lel dual affiliated May 5-6 moyston 20-40 120 elev</p>	<p>MOTION2017.10.11 That the dates and rides presented by calendar coordinator be accepted M:PNugent S: BSmith carried</p> <p>ACTION: PaulN to contact previous RO to discuss 2018</p>	

		May 26-27 colbrook June LW Maryborough PC – want 160km on long weekend, have alternative venue. SMC support to PC for course planning and marking. Offer queens birthday	calendar and determine assistance SMC can offer.	
		Great western ride cancelled due to committee issues of the RO	VERA member support to help RO run the ride, but RO not able to use this during 2017. Paul N had offered support, but RO unable to use this. Paul B has also contacted RO to no avail. Replacement ride offered in Macedon ranges on this date – Kim Noble to submit written application 40km on sat, 80km and 40km on sun. CS – Digger Leehane Data – Damien Little TRP – to be arranged Vets – ?Narelle Cribb, Leslie Hawson + 1 Member of SMC happy to support RO SMC to accept offer in principal – Paul N to confirm details	
5.5	AERA Delegates:	AERA request for agenda items	AERA voting on motions for 2 nd vote to be completed at next meeting Noted some clarification advice to international horse registration. ACTION: Advice to delegates to vote in support of all motions.	
5.6	AERASPACE:	Steve Swan has rectified AERASPACE issues causing incorrect logbook numbers.		
5.7	Assets Officer:	5.7.1 Medallions used at Ararat and Eldorado ride. Will also be used at Great Western. Will supply more time slip books for use at Great Western.	State championship medallions x 58 in stock with no leather shields. ACTION to source supply and cost of leather shields.	
		5.7.2 Western trailer VERA site arrows and road safety signage needs replacement.		
5.8	Horse Welfare Officer:	Medication screening has been carried out. Sioux Reid has qualified and available for medications swabbing		

		steward.		
5.9	Honorary Vet:	Nil report.		
5.10	Logbook Reg:	AERA invoice now correct for logbooks processed from January to end September.		
5.11	Membership Reg:	Nil report.		
5.12	Merchandise:	Thank you to Britnee for taking on this role. Envelope with merchandise paperwork delivered. Rugs for top 5 at VERA state championship ordered.	Discussions regarding embroidery for rugs for state championship. Review state championship and event sponsorship policy to prevent future conflict not completed.	ongoing
5.13	Pointscore Reg:	Nil report.		
5.14	Volunteers:	FionaP unable to add the TPR coordinator role to the vet portfolio	Two members have expressed interest. <ul style="list-style-type: none"> • Pamela (Michelle) Moore • Robyn Player 	Ongoing for online discussion
5.15	Webmaster: Social Media:	Still awaiting webmaster volunteer for ongoing website management.		
6	General Business			
6.1.1	Policy review	Communications policy	Communications policy not discussed	Ongoing dec meeting
6.1.2	Policy review	Annual Awards policy – issue for discussion - riders with disciplinary actions eligibility for awards.		Online discussion
6.3	Rider bibs	Member comments re riders with own bibs indicating incorrect riding divisions	VERA only state using colour on rider bibs to identify riding weight divisions.	AGM discussion
6.4	AGM planning	Website poll results Time of day: dinner x 37 lunch x 11 Dress: Formal x 6 casual x 42 Venue: retain tabcorp x 12 move venue x 36	Promote SMC positions available in November, AGM agenda December, 2017 AGM, 20 January 2018. AGM attendance 25-40 people. Presentation-sit down dinner for 80-100 people. ACTION: MartinM is investigating meeting room with	Marty

			accommodation options. Report before Dec meeting to confirm booking availability. ACTION: Annual awards collection of awards MartinM to ask Carl Adamson to coordinate MartinM will organise engraving once winners confirmed by Point Score reg.	
7	Next meeting:	Caroline Springs Library	2 nd December 2017 – 1015a	
	Meeting closed:	1619		

Appendix 1 – Simon & Kasey Thomas Resignation

Appendix 2 – Chief Steward Report Eldorado 23-10-2017

The ride base was the Eldorado recreation reserve. This is an excellent tried and true venue with all conveniences. The only drawback is the short run through town to get to the riding country.

The weather was fine and mild with a good breeze. The course was not particularly challenging and excellent underfoot.

Although it was the first ride for the nominated ride organisers they are very experienced in the sport and had great support from past Eldorado ride committee members.

The vet ring ran well with the very experienced Graeme Blanch as Head Vet. The two assisting vets were new to the sport and both had a positive experience.

A horse presented to the pre-ride vetting with an elevated heart rate and temperature. It was decided not to allow the horse a start and control of the horse was returned to the owners.

A TPR made an error by not calling for a vet when a horse had a heartrate higher than 55 bpm after the first leg. The rider questioned the TPR at the time was told that the limit was 60 and at 58 they were just under. The error was not discovered until the data entry was being done and Aeraspace flagged a vet out. By this time the rider had started the second leg of the ride but was just outside the gate. I then had the unenviable job of informing him that he could not continue. He did not take this decision with good grace but was not abusive. I feel it was a poor resolution as the error was made by a TPR with no confirmation from a Vet, but in the interests of horse welfare the rider could not continue.

The ride organisers are to be congratulated for their efforts in presenting a first class ride and I hope they continue.

A. L. Little.