

VICTORIAN ENDURANCE RIDERS ASSOCIATION INC.

**MINUTES FOR THE STATE MANAGEMENT COMMITTEE HELD ON 23rd JUNE 2018 AT THE
CAROLINE SPRINGS LIBRARY WHICH COMMENCED AT 10:13AM**

1. **WELCOME:** Alam welcomed and thanked all present for attending. He also welcomed Jane to the role of Treasurer for the remainder of the year
2. **PRESENT:** Alam Dastani, Ellen Prestage, Geoff Jolly, Eric Thomas, Martin Mizzi, Carol Laidlaw, Jennie Armistead, Pauline Wallace, Paul Nugent, Jane McLaughlin
3. **APOLOGIES:** Sioux Reid, Tamara Atkinson, Steve Noble
4. **Guests** – Julie Woods
5. **MINUTES FROM THE PREVIOUS MEETING held on 21st April**
 - 5.1 Adoption of the Minutes
Motion 01/06/18 That : the Minutes from the meeting held on 21st April 2018 be adopted
Moved: Carol Laidlaw **Seconded:** Pauline Wallace **Carried**
 - 5.2 **Amendments to the Minutes; Nil**
6. **BUSINESS ARISING :**
 - 6.1 **VERA State Championship:**

Thank Sioux for accepting the President's request to add the 160k State Championship ride to her Moyston ride
VERA will cover cost of all vets for the ride plus placing trophies and rugs for the 160k ride
 - 6.2 **Sporting Clubs Grants program Application**

Unsuccessful
 - 6.3 **Webmaster Applicants:**

Two applications were received, Mark Gabb and Doug Bail
After online voting Doug Bail was appointed the new VERA Webmaster
 - 6.4 **Archive Storage:**

On going. Need to purchase a suitable weatherproof container to store historical documents.
 - 6.5 **Honory State Veterinary Terms of Reference**

Adopt AERA TOR
 - 6.6 **Policy Reviews**

Volunteers update unavailable
 - 6.7 **Vet Contact List**

On going
 - 6.8 **RO Financial Support Proposal**

On -going. No report available
 - 6.9 **Child Safe Standards**

Not finalised.

6.10 **SMC Bio/photo**

Still to be provided

6.11 **ONLINE MOTIONS**

6.11.1 **Webmaster:** That Doug Bail's application be accepted 9 for 5 against
Moved : Bronwyn Cuthbertson Seconded: Sandy Little

6.11.2 **CC Medallions:** That VERA purchase 250 70mm generic fan medallions
from namebadgesaustralia @ \$6.49 each, total \$1622.50
Moved: Bronwyn Cuthbertson Seconded: Sandy Little Carried

6.11.3 **Treasurer:**

That EOI for the treasurer's role be sought from the membership base
with a two week cut off

Moved: Paul Nugent Seconded; Carol Laidlaw 11 for, 0 against No vote
2 Carried

6.11.4 **State Championship Vets**

That VERA cover the cost of ALL vets

Moved: Pauline Wallace Seconded: Geoff Jolly 11 for 2 against Carried

6.11.5 **Profits from State Champs**

That after cost profit to go to the Moyston CFA

Moved; Pauline Wallace Seconded; Geoff Jolly
8 for no nil received Carried

6.11.6 **Treasury paperwork**

That all paperwork usually sent to the elected VERA treasurer be
forwarded to Carol Laidlaw until such time as an interim treasurer is
appointed

Moved; Ellen Prestage Seconded: Alam Dastani 13 for Carried

*ACTION: Rebecca is currently forwarding all correspondence relating to
treasurer responsibilities to both the secretary and vice president.*

*Secretary has notified AERA to forward all invoices to the secretary until
treasurer appointed. Secretary forwarding all treasurer related info to
book keeper and vice president*

6.11.7 **VERA Reduction in Fees**

VERA reduce ride fees for 40k rides from \$20 to \$15 with immediate
effect

6th June – Ellen withdrew her motion

Moved: Alam Dastani Seconded: Ellen Prestage

Yes 5 No 5 NOT carried as an equal vote is deemed to be a motion not
passed

6.11.8 Reduced Fee for Juniors at State Championship

That : juniors pay 50% of applied entry fee at the state championship

Moved: Ellen Prestage Seconded: Alamar Dastani

Comments from Tamara on 5/6/18

Motion withdrawn by Elle 6/6/18

6.11.9 State Championship

That final decisions on State Championship payments be finalised at SMC meeting on 23rd June

Moved: Carol Laidlaw Seconded: Ellen Prestage Carried

6:11;10 Vet Payment State Championship

That all Vets be covered by VERA for State Championship

Moved: Eric Thomas Seconded: Alam Dastani

Motion withdrawn by Eric on 14th June

6:11;11 Treasurer Position

That we vote on the Treasurer's position immediately so that the successful candidate can be notified by Wednesday the 20th June to attend the SMC meeting on the 23rd June as Treasurer

Moved: Carol Laidlaw Seconded: Ellen Prestage

Voting 7 for

6:11;12 Treasurer Position

That SMC members forward to the Secretary and Committee members,

On this thread, their preferred candidate by tomorrow evening Tuesday 19th June

Moved: Carol Laidlaw Seconded: Ellen Prestage

Voting: Jane McLaughlin 8 Michael Milne 5

7. CORRESPONDENCE

7.1 Inward:

Email Sandy Little – resignation from SMC
Email – Bronwyn Cuthbertson – resignation as VERA Secretary
Melton Shire Invoice (hire of meeting room)
Resignation of Rebecca Williamson as Treasurer
EA Medication swabbing invoice – Waterloo 3
Medallion order invoice
MDHCP ride fee form, volunteer form and trailer return forms from
Maryborough ride
AERA invoices 599 & 600
Complaint from Warren Shultz – resolved
AERA meeting notification – 28/29 July
AERA swabbing kit reminder – forwarded to Sioux and Eric
AERA Lifetime rider & horse award application forms
Medallion order re alteration to order
Chief Steward Report – Landsborough
Chief Steward Report – Colbrook
Computer Sash Invoice – *Jane to follow up*
Lyn Taylor – use of rock tape in vet ring
Lyne Taylor – status on probationary CS

7.2 Out:

Letter - Caley Rees re Merchandise Officer
Email – Doug Bail re webmaster
Email – Mark Gabb re webmaster
Email – Caroline Noble to alter ride results as per Motion 2018.4.9
Letter – Caley Loughnan re ride results as per Motion 2018.4.9
Letter – Dr Narelle Cribb as per Motion 2018.4.6
Letter – invite to VERA Veterinarians as per Motion 2018.4.14
Social Media Post – Treasurer EOI
Letter- Rebacca Wiliamson, thank you
Medallion Order to Full Colour Badges
Invite to Treasurer applicants Michael Milne, Jane McLaughlin and also Caley Rees and Doug Bail

8. GENERAL BUSINESS:

8.1 **TQ22** in Victoria. Need to start putting plans in place

8.2 **2018 State Champs:**

Sioux has reported that everything is in hand for the ride. She has gained very good sponsorship.

8.3 **Confidentiality Agreement:**

Motion 02/06/18 That Jane draw up a Confidentiality Agreement for all SMC members to sign.

Moved: Jennie Armistead Seconded: Pauline Wallace Carried

8.4 CC Medallion Order

There was a missed communication with the order and an additional cost was asked for.

Motion 03/06/18 That the Treasurer contact namebadgesaustralia and ask for a refund, if not forthcoming in VERA's favour to go ahead with order

Moved: Jane McLaughlin Seconded: Paul Nugent Carried

8.5 Treasurer

Motion 03/06/18 That Jane McLaughlin as the interim treasurer be a signature to the bank accounts

Moved: Carol Laidlaw Seconded Jennie Armistead Carried

Motion 04/06/18 That all treasury documentation be tranfered to Jane McLaughlin

Moved Jane McLaughlin Seconded Alam Dastani

Motion 05/06/18 That Jane be given all electronic and hard copy of Minutes and Financial records from 1/1/2014 onward

Moved Jane McLaughlin Seconded Geoff Jolly Carried

8.6 Facebook

Jen Green to be approached to co moderate the VERA Facebook site with Tamara.

8.7 Reminder to Ride Organisers

Permits are required from VicRoads (if crossing main roads), DELWP, Shires

8.8 Legend Status

To be awarded to a Life Member active in endurance for over 15 years since being awarded his/her life membership. They will receive free entry to all Victorian rides, entry fee will be paid by VERA.

Motion 06/06/18 That Julie Woods be promoted to Legend Status

Moved Eric Thomas Seconded Geoff Jolly Carried

Motion 07/06/18 that Alam to arrange a special belt buckle (up to \$500) and visitor book (up to \$200) for presentation to Julie

Moved Eric Thomas **Seconded** Alam Dastani Carried

9. REPORTS

9.1 **Presidents Report:** No report

9.2 **Treasurer:** as tabled

9.3 **AERA Delegates** Nil

9.4 **Membership Secretary:** nil

9.5 **Pointscore Registrar:** Nil

9.6 **Logbook Registrar/AERASpace:** Nil

9.7 **Calendar Coordinator/Insurance Officer:**

Ride application received from Maryborough RO requesting Easter week end 2019.

Motion 08/06/10 that Maryborough run a ride at Easter 2019.

Moved Paul Nugent **Seconded** Pauline Wallace Carried

Ararat request to add a 10klm to their ride application

09/06/18 that a 10klm ride be added to the Ararat Ride

Moved: Paul Nugent **Seconded:** Pauline Wallace Carried

9.8 **TPR Coordinator** – Nil

9.9 **Assets Officer:**

Marquee missing from Western trailer

Bio security equipment is stored at Bronwyn and Sandy's place

Awaiting delivery of CC medallions.

Still have ample supply of Vet Cards and Time Slip Books

9.10 **Merchandise Officer** – No report

9.11 **Ride Reports:**

Landsborough and Colbrook not tabled at meeting

9.12 **Horse Welfare:**

Swabbing was undertaken at Waterloo 3

9.13 **Webmaster:** nil

9.14 **Merchandise:** Nil

10. **Next Meeting:** 18th August 2018 confirmed to be held at Caroline Springs Library to Commence at 10:05 am

11 **Meeting Closure:** meeting closed at 4:45pm