

VICTORIAN ENDURANCE RIDERS ASSOCIATION INC.

MINUTES OF STATE MANAGEMENT COMMITTEE MEETING

Date 25 July 2020
Location Electronic Meeting

Meeting commenced at 10.03 am.

1. WELCOME BY PRESIDENT

Linda welcomed all SMC members to the meeting and thanked everyone for contributing their time to our sport.

2. PRESENT

Linda Tanian, Carol Laidlaw, Ellen Prestage, Kerrie Gabb, Mezcal Manners, Michael Milne, Paul Nugent,

3. APOLOGIES

No apologies have been received.

4. CONFLICT OF INTEREST

Declaration of Conflicts of Interest by Committee Members

Committee Member	Point of Conflict	Reason
Kerrie Gabb	Mark Gabb (Webmaster)	Personal relationship
Paul Nugent	Bek Williamson	Personal Relationship

This list requires update if any further conflicts are identified.

5. VISITORS

Nil

6. MINUTES FROM PREVIOUS MEETING HELD ON 20 JUNE 2020

6.1 Amendments

Nil

6.2 Adoption

Motion No. 01/07/2020: That the minutes from the meeting held on 20 June 2020 be adopted.

Moved: Mezcal Manners

Seconded: Michael Milne

Carried

6.3 Business Arising

Actions arising from the last minutes:

- Ellen has completed the letters of authorisation and will now send them to Kerrie who will organise the registration of the trailers

- Letter of thanks has been completed to Bek for the ISO ride. Paul indicated that Bek is happy to organise another ISO ride. Linda will touch base with Bek to discuss further.
- Mez has now been added to the VERA bank account with view only access to assist with the sale of merchandise
- The \$500 grant towards the cost of vets for rides this year has been publicised to ROs and to the membership

7. RATIFICATION OF ONLINE MOTIONS

The online motion relating to the change in distance for the Eldorado Ride had an error in it. The rides on Saturday are 5km and 20 km, not 5km and 8km as moved in the motion. An amendment to this motion is required to correctly reflect the right distances.

Motion No. 02/07/2020: That the motion relating to the change in ride distances for Tallangatta be modified to the correct ride distances, on Saturday 21st November, of 5km and 20km.

Moved: Ellen Prestage

Seconded: Paul Nugent

Carried

Motion No. 03/07/2020: That the online motions be ratified.

Moved: Kerrie Gabb

Seconded: Carol Laidlaw

Carried

8. CORRESPONDENCE

The actions required for the inwards and outwards correspondence:

- Changes required to the Membership Application form and the Half Year Membership Application form to include the information forwarded by AERA (completed)
- Modify the Membership Application and Half Year Membership Application forms to include a requirement for completion of the annual Endurance Logbook Return form
- Implement corrections for the Rosedale Training ride results

A brief discussion was held on entry of data on the iPads and how the body score needs to be entered. Some of the forthcoming changes for the remote data entry process were discussed.

Motion No. 04/07/2020: That the inwards and outwards correspondence be received.

Moved: Kerrie Gabb

Seconded: Mezcal Manners

Carried

9. REPORTS

9.1 Treasurer

Kerrie has been investigating insurance for the trailers and contents. A spreadsheet has been pulled together showing the details of the values of the items in the trailers. The SMC discussed the items should be included in the valuation for insurance. Kerrie will continue to work on getting valuations.

Kerrie advised that within the financial statements the uncategorised income is the overpayment for Mt. Cole ride, this will be transferred to a half yearly membership for Paulene.

Kerrie also reported that the expected Loss is being tracked. It is a little bit bigger than budgeted due to the purchase of merchandise as this was not part of the original budget, but this is an income generating activity.

Motion 05/07/2020: That the Treasurer's Report be received.

Moved: Kerrie Gabb

Seconded: Mezcal Manners

Carried.

9.2 Ride Reports

Paul advised that Ararat is not going to run this year. Lancefield also is not going to run. The SMC discussed the running of the State Championships. It was considered by some to be difficult for riders to get horses prepared for this event without lead up rides. The COVID-19 situation was also discussed along with the impact of the 13 month rule. Given the outcome for Eldorado Parks Victoria may not approve the permits if the tracks traverse Parks land.

If it were determined that a shorter distance event could be held there may need to be an amendment to the current State Championships policy for this year. The SMC also discussed what should happen if the State Champs next year if this year's event was not held.

Linda will ring David and Trish to talk about the event and how they would like to proceed.

9.3 AERA Delegates

Linda provided an update on what has happened at AERA since the last month. The SMC also discussed the lack of attendance of VERA's AERA Delegate at the SMC meetings as per the agreement. It is important for the attendance to occur to gain an understanding of VERA's position on matters to be voted on. Michael offered to include this requirement for any off-Committee holders of the AERA Delegate role to the role description.

9.4 Horse Welfare Officer

Nothing is happening from a Horse Welfare perspective due to no rides. People and horses are moving off the EWS list because of anniversary points reducing the total and no further points being added. It should be noted that many horses will be on the 13 month rule once rides can be run. A reminder should be posted about this issue just prior to the first ride to be run.

9.5 Logbook Registrar

Kerrie noted that the logbooks have been ordered and will be sent to Bronwyn.

9.6 Merchandise Officer

Mez reported that she has received 2 boxes of old VERA merchandise, mainly in larger sizes. The SMC considered whether this stock should be given away at a ride. It was determined that the items would be offered at a discount price.

Kerrie will have a quick look to see if she can find the purchase price for these items. A social media post will be put up detailing the stock and the discount prices. People will be asked to contact Mez directly as we do not want to put these items up on the website. Mez will do a stock take to determine what we have and what sizes. Mez will take some photos to support the post.

It was agreed to do another FB post on the merchandise. Linda and Mez will work together on this. Mez suggested that we add in the puffer jacket to the line of merchandise. This could be done on the basis that only once orders have been received would the jackets be ordered. A minimum order of 12 jackets would be required. It was determined that this would be put on hold for the time being to allow the existing stock to be sold first.

9.6 Webmaster

Kerrie advised that Mark has identified that the website has a shop front has a stock control aspect if we want to utilise that.

9.7 Governance Sub-committee

Michael spoke about the requirement to change the State Championships policy should distance changes be approved as well as what should happen next year for the call for expressions of interest. This will need to be carefully considered if we wish to provide a preferred option to David and Trish Reeves.

10. GENERAL BUSINESS

10.1 Tom Quilty 2023 Preparations

Michael advised that the Model rules has been submitted and the ABN has been applied for. GST registration will not be completed at this point to avoid having to prepare GST returns. The SMC reviewed the draft Terms of Reference document providing feedback on changes. Michael will update the document and present this to the next meeting.

The SMC discussed the timing of the call for expressions of interest. It was decided that pre-publicity would be launched later in the year (October) advising that the SMC will be calling for expressions of interest early in 2021.

11. OTHER GENERAL BUSINESS

Ellen raised the issue of the requirements of the AGM should we be in a COVID-19 situation at that point. The SMC will need to look at the Government's restrictions that are in place at that point in time and implement the appropriate approach.

12. LATE ITEMS

12.1 Membership Report

The Membership Report was sent to SMC members.

Sandra also reported on an issue that has arisen with a member who has renewed their members. They are an endurance rider but have not yet purchased a ride bib. Last year the member requested a refund for the cost of the bib fee as they were getting out of endurance. They have paid their membership but have not included the \$40 for the cost of the bib. They did not want to purchase a bib as the rides might not be proceeding.

The Membership Registrar was instructed to implement the rules as they stand, which requires payment for a Ride Bib. Exceptions cannot be made for specific people.

12.2 EA Endurance Committee

Forwarding details of the FEI Ride Application process and the close date for rides (3 August 2020). This will be sent to our Ride Organisers and published on the FB page and our website.

13. NEXT MEETING

The next meeting will be held on 29 August 2020.

14. MEETING CLOSED

The meeting was closed at 1.29 pm.