

# VICTORIAN ENDURANCE RIDERS' ASSOCIATION INC.

## MINUTES - STATE MANAGEMENT COMMITTEE MEETING

**Date** 5 February 2022  
**Time** 9.03 am

### 1. WELCOME BY PRESIDENT

The President welcomed everyone to the meeting.

### 2. PRESENT

Linda Tanian, Mezcal Manners (until 1 pm), Kerrie Gabb, Paul Nugent, Russ Gillingham, Hans Peuker, Ellen Prestage, Lyn Taylor, Sandy Little, Damien Little,

### 3. APOLOGIES

Apologies have been received from the following Committee Members:

- Russell Robinson

The following Committee Members were not in attendance:

- Paul Bryson
- Sheree Bishop

### 4. CONFLICT OF INTEREST

Declaration of Conflicts of Interest by Committee Members.

Committee Member	Point of Conflict	Reason
Linda Tanian	Tom Quilty 2023	Committee Member
Kerrie Gabb	Mark Gabb (Webmaster) Tom Quilty 2023	Personal relationship Committee Member
Paul Nugent	Bek Williamson Lancefield Ride	Personal Relationship Ride 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
Sheree Bishop	Snake Valley Dash Ride	Ride Organiser

### 5. VISITORS

The following members attended the meeting:

- Nil

### 6. MINUTES FROM MEETING HELD ON 4 DECEMBER 2021

#### 6.1 Amendments

Nil

## 6.2 Adoption

**Motion No. 01/02/22:** That the Minutes from the VERA SMC meeting held on 4 December 2021 be adopted.

**Moved:** Paul Nugent

**Seconded:** Ellen Prestage

**Carried**

## 6.3 Business Arising

Nil

## 7. MINUTES FROM MEETING HELD ON 13 JANUARY 2022

### 7.1 Amendments

Nil

### 7.2 Adoption

**Motion No. 02/02/22:** That the Minutes from the VERA SMC meeting held on 13 January 2022 be adopted.

**Moved:** Mezcal Manners

**Seconded:** Ellen Prestage

**Carried**

### 7.3 Business Arising

Nil

## 8. MINUTES FROM MEETING HELD ON 20 JANUARY 2022

### 8.1 Amendments

Nil

### 8.2 Adoption

**Motion No. 03/02/22:** That the Minutes from the VERA SMC meeting held on 20 January 2022 be adopted.

**Moved:** Kerrie Gabb

**Seconded:** Lyn Taylor

**Carried**

### 8.3 Business Arising

Kerrie identified that we would need to change access to the bank account now the Mez is no longer Merchandise Officer. It will require removal of Mez and addition of Sheree as the new Merchandise Officer. Kerrie will organise the appropriate Forms and get the access changed.

**Motion No. 04/02/22:** That Mezcal Manners be removed from view access on VERA's bank account and be replaced with Sheree Bishop.

**Moved:** Kerrie Gabb

**Seconded:** Damien Little

**Carried**

## 9. RATIFICATION OF ONLINE MOTIONS

**Motion No. 05/02/22:** That the online motions be ratified.

**Moved:** Ellen Prestage

**Seconded:** Lyn Taylor

**Carried**

## 10. CORRESPONDENCE

Actions arising from the correspondence:

- Damien Little's query regarding the validity of Linda Tanian's Chief Steward accreditation has been satisfied following confirmation from the AERA CS Liaison (Mark Dunn) and as a result of Damien directly approaching the VERA Secretary and requesting a copy of the CS Report from the ride at which Linda regained her accreditation and information indicating correspondence had been sent to AERA regarding this matter.
- Insurance documents have now been added to the website
- Mez to confirm that a letter had been sent to Digger Leehane responding to items contained in his report from the Brimpaen ride
- Letter to be provided to GERZ and to Louise Mackie on approval of ride change
- EOI process to be commenced for nomination to the NVP. Forward TOR to all vets on the vet list.
- EOI process to be commenced for nomination as VERA's CS representative at TQ22
- EOI process to be commenced for nomination as VERA's Vet representative at TQ22
- Add a task to the Action List to investigate alternative voting options for the AGM
- Horse Traceability questionnaire to be completed
- Yearbook article to be produced based on endurance in Victoria given the State Championships was not held

**Motion No. 06/02/2022:** That the correspondence be received.

**Moved:** Damien Little

**Seconded:** Ellen Prestage

**Carried**

## 11. GOAL SETTING

Each of the SMC members identified the activities that they were interested in progressing this year:

- Ellen – Try and encourage more TPRs to attend rides and run another TPR School
- Sandy – Look at the sustainability of rides and how we give real support to ROs, how that process works. VERA doesn't run rides, it is the ROs that run the rides. Need to set up a structure that makes rides sustainable. Timing of rides, placement of rides and the support that ROs need to get up and running.
- Mez – Encourage new riders and juniors, do a come and try endurance, contact Pony Clubs to encourage more participation
- Paul – Get more volunteers to help with the sport, encourage people to help and experience the sport
- Kerrie – Follow on from Paul and Sandy, get trailers sorted, help out ROs and do her job correctly
- Hans – Working with Ken Bradley a bit to extend endurance out further. Currently looking at running a ride at Inglewood.
- Russell G – The vet list needs more vets on it, initiate a drive to get more vets on board. Take pressure off the existing vets on the list. Take some time to review our support with the CS and the ROs, look at what has been done well and what needs to be done better.
- Damien – Look at the foundation of the sport – our members. Getting new members and try to get in touch with recent members who haven't renewed their memberships to find out why. Look at building up our membership base. Easier to get past members on board than new ones.
- Russell R – Improve the knowledge of the public about the sport. Need to get it out in the wider equine world better. Improve the perception of our sport by other equine sports. Entice more people into the sport. With the Quilty coming up it is an opportune time to do this.
- Lyn Taylor – agree with Russell G and Ellen about vets and TPRs. Get vet students from the university and come to the rides. They can be TPRs and get experience in the vet rings. 50<sup>th</sup> anniversary of VERA running

its first event. Maybe we could do something about this, let public know that we have high horse welfare standards. The history of our sport needs to be publicised.

- Linda – Looking for harmony in the SMC and treating one another with more respect.

It was agreed that the SMC should set up a separate meeting to progress these items.

## 12. REPORTS

### 12.1 Treasurer

#### Brimpaen Ride Fees

Kerrie was looking for direction from the SMC on what approach to take given the lack of response from the RO. Kerrie to follow up with the RO and discuss the issue with the underpayment of the fees and the supply of an invoice from the vet to allow the usual grant to be made. Kerrie will also contact the Auditor.

**Motion No. 07/02/22:** That the tabled accounts be paid.

**Moved:** Kerrie Gabb

**Seconded:** Ellen Prestage

**Abstained:** Kerrie Gabb, Linda Tanian

**Carried**

**Motion 08/02/2022:** That the Treasurer's Report be received.

**Moved:** Kerrie Gabb

**Seconded:** Damien Little

**Carried.**

### 12.2 Rides

#### Ride Support Personnel

Verbal report from ride support personnel for the next few rides.

Ride	Ride Support Person
Snake Valley Dash	Sheree Bishop - Marking the course at the moment. About 82 entries have been received and late entries are still available. Pretty close to the maximum numbers. 24 day members have entered.
Lancefield	Paul Nugent – Ride preparation progressing well.
Eldorado	Kerrie Gabb – Ride preparations are ticking along nicely. Will confirm with them about vaccination status. CS is Sandy Little.

#### Ride Information

Some of the ride information was updated.

Ride	Vaccination Status	Chief Steward	Head Vet
Snake Valley Dash	Fully vaccinated	Sandy Little	Lesley Hawson
Lancefield	Fully vaccinated – waiting on the email from the Council, which will be forwarded when received	Sandy Little	Lesley Hawson
Eldorado		Sandy Little	Lesley Hawson

GERZ Championships			
Legendary-Penn Quilty Qualifier			
Murray River Ride			
Eldorado #2			
Ararat			
Quilty Test Event/VERA SC			
Dergholm Championships			

ETS

The ETS will be used for the following rides:

Ride	Transport to Ride	Returned After Ride
Snake Valley Dash	Linda	Paul to pick it up
Lancefield	Paul	Staying with Paul
Eldorado #1	Paul	
GERZ Championships		
Legendary-Penn Quilty Qualifier		
Murray River Ride		
Eldorado #2		
Ararat		
Quilty Test Event/VERA SC		
Dergholm Championships		

Ride Calendar Process Issues

Damien commented that Paul should contact the ROs to confirm ride distances when the ride is rolled over from a previous cancellation. We need to get the agreed new process in place for the dual contact points for ride applications.

Other

As Sheree was not present to clarify her that the ride dates be set around vet availability and to be advertised as an available weekend will be added to the agenda for the next meeting.

**12.3 AERA**

Lyn raised a question about the requirement for her to attend the next AERA meeting. It was confirmed that the next AERA meeting is a Management Committee meeting and she does not need to attend.

**12.4 Assets Officer**

Trailers

Kerrie gave a quick summary of where we are at with looking for replacement trailers. Kerrie was looking for some help on getting this item progressed. The committee discussed several items in relation to the trailers including:

- Single/dual axle trailers
- Caterers trailer in which people could stand up in and store items including the ETS
- Slightly smaller tare weight than the tradie trailers and costing about \$9,000 or so.
- Custom made trailers
- Large box trailer
- Damien to provide a link to the website.

- Sandy suggested that we need some specifications around all this before we look at specific types of trailers
- Need to consider the impact on towing and braking systems as not everyone will have electric brakes, not all ROs will have vehicles that can tow heavy weights and not all ROs will be comfortable driving a catering van
- Kerrie has a list of what is in the trailers
- Does the ETS get included in the trailers and how do we ensure it gets to rides
- Requirement to have multiple trailers given distances between ride bases as we can't expect an RO to travel 5-6 hours one way to pick up a trailer

It was agreed that Sandy and Kerrie would work together on this and provide some concrete proposals to the next meeting

### **12.5 Horse Welfare Officer**

As a result of Sioux Reid no longer being the VERA Swabbing Steward VERA will need to utilise an EA Swabbing Steward until Lyn can gain her qualifications.

The SMC discussed the number of swabs to be taken and agreed on 12 swabs for the year. 4 of these are required to be taken at the State Championships (first placegetter in each division)

It was agreed that swabbing would be conducted at 4 rides – The State Championships and 3 other rides.

**Motion No. 09/02/22:** That 6 swabs be taken at the State Championships and 4 swabs at 3 rides as randomly selected by the Horse Welfare Officer.

**Moved:** Sandy Little

**Seconded:** Damien Little

A robust, and at times, heated discussion ensued on the validity of the motion. It was put that this motion was in contravention of 6.3 of Section 5 of the AERA Rules which specifies: The DA shall determine the number of rides to be sampled, and the number of samples to be taken during a calendar year within their jurisdiction. A separate, confidential process within the DA shall determine the individual rides to be sampled and the quantity of samples to be taken at each of those individual rides.

A simple vote was taken to determine whether the motion was considered invalid with the outcome being 6 votes to 5 votes. The motion was declared invalid and the standard process for determining the individual rides to be sampled and the quantity of samples to be taken at each of those individual rides will be followed.

A social media post is to be put up to remind members that swabbing will be undertaken during the year at VERA rides.

### **12.6 Logbook Registrar**

The SMC agreed that Bronwyn should replace the tent pegs and any damaged tubs immediately. Other items can wait until we get the trailers sorted out. Kerrie to discuss with Bronwyn.

### **12.7 Membership Registrar**

Sandra to put up a notice on FB about the delays being experienced in receiving Membership cards due to Australia Post.

### **12.8 Merchandise Officer**

Mez to update the spreadsheet on current stock levels. Sheree to follow up with Performa Ride and +60 provide a recommendation on adding the riding tights to the merchandise offering.

Mez is not going to the Snake Valley Dash ride now and is trying to work out when the handover can occur. She may get the boxes to either Linda or Kerrie to take to the ride.

### **12.9 Point Score Officer**

Mez to send the updated points calculations to the new SMC members.

### **12.10 TPR Coordinator**

The SMC discussed whether a TPR session could be completed at the ride. This would require someone to conduct the TPR training. We could send the test out beforehand so the person trying to become a TPR was aware of what is required and then do the one-on-one session at a ride.

Discussed the CS being available during the ride to conduct the training. Hans indicated that he prefers to do a TPR school at a 40km ride because it is easier on the TPR not being in the competitive environment. Ellen to follow up with Crystal Bishop to see when she could be available to sit through the TPR training.

### **12.11 Veterinary Coordinator**

Russell advised:

- Up to date Vet Contact List was sent out last year
- AERASpace updated Russell still to get AERASpace updated with the contact information for the vets – will get this completed by the end of February. Linda offered to help get this completed.
- Vet accreditation for Sarah Bailey – Mez to re-send the request
- Vet accreditation – Morgan Clugston – Still need to get the accreditation sorted

Russell spoke about the difficulties getting vets interested in officiating at rides. Vet students at Werribee should be approached. It was pointed out that this was tried previously but the lecturer was not interested at all. Russ, Ash and Narelle are going to get together to discuss the situation and see if they can get access to more vets. Mez suggested that we should contact the vet directly as often the vet clinic will just say no.

### **12.12 Webmaster**

Need to get the 2021 Pointscore information sent to Mark once it is finalised.

The request for contacting the membership about the layout of the new website is approved – to be reviewed by Linda prior to being posted.

### **12.13 Swabbing Steward**

Mez to send out a letter to Sioux thanking her for her contribution to endurance. Also send a letter of thanks to all the support personnel for their hard work last year.

### **12.14 Governance Sub-committee**

The Vaccination Status of Rides Policy 2021 was submitted for approval.

Sandy indicated that he thinks the policy is an over-reach on many levels. Bad news is that VERA does not run rides and has limited access to telling ROs what they should do. He believes we don't get to decide that we are a community sport. The people that make this decision are the Victorian Business hotline. Equivalent sorts of organisations (Vic Ag Shows, ATHRA, Pony Clubs, etc.) are not considered Community Sport. Polocrosse club vs club deem this as a community sport. Larger events with interstate competitors have decreed these to have double vaccination requirements.

Sandy had spoken with the business hotline. Polocrosse was deemed not to be a community sport as they charge entry fees. Local footy doesn't charge entry fees so they are a community sport. Once our riders step out onto the public roads it fails the test for community sport.

Sandy stated that it is highly recommended that events are fully vaccinated. Call reference number can be provided for this advice.

Damien agreed with Sandy's comments. The policy, as written is too restrictive, too prescriptive, doesn't allow for the change of environment as the Government see fit. Having strict definitions from a higher organisation isn't suitable as it can change. We have only had complaints from one member of VERA so far.

Kerrie was confused about how we have determined that endurance is a community sport. Her suggestion was to restructure the policy in a manner closer to a checklist. Rephrase it to provide some general definitions about community sport. Put in some checklist for the RO to determine if they are a community sport.

**Motion No. 10/02/22:** That the Vaccination Status of Rides Policy 2021 be adopted.

**Moved:** Ellen Prestage

**Seconded:** Lyn Taylor

**Lost**

The Governance Sub-committee is to revisit the policy.

## 13. GENERAL BUSINESS

### 13.1 Ride Organisers Forum

Additional topics were added for inclusion on the agenda:

- Increase in AERA Vet Fees
- Increased cost of Ride Applications
- New Ride Application Form available for use
- Addition of Secretary as a submission point for Ride Applications
- Notification of key personnel one month prior to the ride date
- Trailer Declarations
- Vaccination Status of Ride to be notified to VERA at least 6 weeks prior to event
- Vaccination Status of Rides Policy
- ETS and availability of training to allow ride staff to become familiar and self-sufficient with this system
- Update on Online Nomination System
- Budget Template for Rides (Sandy has this already)
- Permit Application Support (DWELP, PARKS, LGA) especially new Ride Organisers – might require a planning permit on a private property
- Promotional support – Do a ride flyer proforma
- What do the ROs want from us as well

Lyn advised that NSWERA have a Ride Organiser Kit for new ROs. All the forms are in the kit. This gets sent out to them. Give them some instructions on how to do the ride.

It was agreed that the date for the RO Forum should be set at 19 March commencing at 11am. Contact to be made with the ROs to seek their input on forum topics.



### **13.2 Seminar on Swabbing Processes**

The dates for the seminar will be set once the curriculum material is finalised. Linda to follow up with Mark Dunn.

### **13.3 Annual Awards**

The SMC need to determine what it is that we want to propose to the membership in terms of how we do the annual award calculations. It was proposed that a questionnaire be put together to ask the members what they would prefer. This questionnaire should include a calculation example of both methods. We could do a poll on FB/website to gather responses and better inform the SMC.

### **13.4 Review of AGM Forms**

Linda will review the AGM Forms and provide suggested new formats for these to improve usability.

### **13.5 Payment of \$500 Vet Fee Levy**

Linda advised that last year 5 rides took advantage of the Vet Fee subsidy totalling \$2,500. We have 10 rides on the calendar and if all of them claim the rebate the cost to the Association would be \$5000.00.

**Motion No. 11/02/22:** That the grant for the \$500 vet levy is no longer supported.

**Moved:** Lyn Taylor

**Seconded:** Ellen Prestage

**Carried**

The ROs are to be notified that the vet levy is no longer available.

### **13.6 Framework for Specific Needs Riders**

The Governance SC is to investigate this and provide a suggested framework. It is acknowledged that this will take us some time to sort through this. We need assistance from someone more knowledgeable about the development of this framework. The SC should determine who to seek assistance from.

### **13.7 AERA Affiliation Agreement**

Linda inserted the comments from Bronwyn into the AERA Affiliation document to provide the appropriate context. SMC members are to read the document and provide any comments back to Linda before the due date (26 Feb).

### **13.8 Fund Raising Opportunity**

The SMC determined the following for the proposed raffle:

- Cost of tickets – \$10
- Length of time during which tickets will be available for sale – 3 months
- Promotion of the raffle - Email to members, promotion on FB and website, sharing posts by SMC members, share to other equine FB pages
- Determination of whether a permit is required for the raffle – Sheree is following up with Rafflelink
- Purchase the unit close to the draw date.

According to Sheree we need to send a letter to Equissage regarding the purchase of the unit

The SMC discussed the following points:

- Member apathy is a limiting factor
- How do we structure the raffle to cover costs?
- The float raffle, in the past, made a bit of money
- Need to get a flyer out
- Harness the power of social media and sharing the details
- Need to publicise this is coming and build a bit of interest

Sheree is to contact the supplier and find out the details and we will then do a motion once we know what the exact costs are.

## **14. LATE ITEMS**

### **14.1 Inwards Correspondence:**

- Naomi McGaffin – Ride Trailer Declaration
- Naomi McGaffin – Eldorado No. 2 Ride Application
- ROs - Update
- AERA – Seeking appointment of representatives to the NVP
- AERA – Subsidiary Agenda for AERA MC Meeting 6 February 2022
- AERA – AERASpace Outage

Need to notify the support personal about the outage.

### **14.2 Outwards Correspondence:**

- GERZ – Community Sport Definition

### **14.3 50<sup>th</sup> Anniversary of Endurance Riding in Victoria**

The SMC discussed the celebration of the 50<sup>th</sup> anniversary of endurance riding in Victoria. Suggestions included:

- A one-off award
- In the spirit of the ongoing existence of VERA, longest serving competitive rider
- State Championships would be an excellent venue to showcase this year
- Could get a buckle created that be awarded at the State Championships
- A commemorative mug could be created and given to every member that comes to the AGM

It was agreed to put this on the agenda for further discussion at the next meeting and commence publicising the anniversary.

### **14.4 Treasurer's Report**

- 1) As we changed our T/D to 1 month, as we are still discussing the trailers, the T/D roll over has come in again. We need to discuss what we would like to do with it, and make a discussion by 19<sup>th</sup> Feb

**Motion No. 12/02/22:** That the Term Deposit be reinvested for a period of 2 months.

**Moved:** Kerrie Gabb

**Seconded:** Damien Little

**Carried**

- 2) Some more accounts have come in that we will need either a new motion for, or add to the motion I put in my report:

- AERA Inv 1263 – \$5,813.00
- Australia Post – \$125.50
- Kerrie Gabb – Refund of Lodgement of Annual Statement at Consumer Affairs – \$60.10

**Motion No. 13/02/22:** That the tabled accounts be approved for payment.

**Moved:** Kerrie Gabb

**Seconded:** Ellen Prestage

**Abstained:** Kerrie Gabb

**Carried**

#### **14.5 Ride Calendar Coordinator's Report**

Ride Application for Waterloo has been received. This is a rollover ride from last year which was cancelled due to flooded grounds. Paul supports the ride and propose that we refund the overpayment of the ride application fee.

**Motion No. 14/02/22:** That the Ride Application from Statewide Endurance Inc. for the Del's Waterloo Challenge on the 8 & 9 October 2022 be approved.

**Moved:** Ellen Prestage

**Seconded:** Hans Peuker

**Carried**

Actions:

- Paul to email RO and update AERASpace Calendar
- Mez to write official letter of approval
- Linda to do FB post and advise Mark to update VERA website ride calendar

It was agreed that as this was a rollover ride from the past year that the overpayment of ride application fees be refunded.

**Motion No. 15/02/22:** That the extra Ride Application fee of \$85.00 paid by the Del's Waterloo Challenge RO be refunded due to the rollover policy in place currently.

**Moved:** Russell Robinson

**Seconded:** Damien Little

**Carried**

#### **15. NEXT MEETING**

The next meeting is scheduled to be held on 5 March 2022.

#### **16. MEETING CLOSURE**

The meeting closed at 3.13 pm.