

VICTORIAN ENDURANCE RIDERS' ASSOCIATION INC.

STATE MANAGEMENT COMMITTEE MEETING AGENDA/MINUTES

Date 14th September, 2024
Location: Bull & Mouth Hotel,
119 High Street, Maryborough.
Time: 10am – 4pm

1. WELCOME BY PRESIDENT – PAUL NUGENT

2. PRESENT

Paul Nugent. Donna Nicholas. Shannon Decker. Sioux Reid. Russell Gillingham. Sheree Bishop.
Nicole Porter.

3. APOLOGIES

Simon Thomas. Sandy Little.

4. CONFLICT OF INTEREST

The Conflict of Interest register was confirmed

Committee Member	Point of Conflict	Reason
Paul Nugent	Bek Williamson (point score officer) Lancefield Ride	Personal Relationship Ride Organiser
Sandy Little	Bronwyn Cuthbertson, Damien Little	Personal Relationship
Sheree Bishop	Smythesdale Ride	Ride Organiser
Sioux Reid	Moyston Ride	Ride Organiser

5. VISITORS: NONE

6. MINUTES FROM MEETING HELD ON 28TH AUGUST, 2024

6.1 Amendments: None

6.2 Adoption

Motion No.(1) Sept 24: That the minutes from the meeting of 28th August, 2024 be adopted.

Moved: Donna Nicholas

Seconded: Sheree Bishop

Carried: Yes

6.3 Business Arising: None

7. RATIFICATION OF ONLINE MOTIONS

Description	Yes	No	Abstain	Non Vote	Total
To accept the request from Mia Mia to change the day of the longer distance rides from Sunday to Saturday. Moved: Paul Nugent. Seconded: Sioux Reid	5	3		1	9
Ride application received for Ararat endurance ride to run on weekend of 9/10th of August 2025, sat 10 & 20km Sun 100elev, 60elev 20km be accepted Moved: Nicole Porter Seconded: Russell Gillingham	8			1	9
Ride application received from GERZ Gadabout (Toongabbie) to run a ride on weekend of 15/16th November 2025 distances sat 5km Sunday 80,40,20 be accepted. Moved: Nicole Porter Seconded: Russell Gillingham	7	1		1	9
Ride application from Sioux Reid to run Moyston endurance ride on weekend of 31/5-1/6 2025 distances of 80, 40, 20 on the Sunday. Be accepted. Moved: Nicole Porter. Seconded: Donna Nicholas	8		1		9
Ride application received from Bronwyn Cuthbertson to run ride at Brimpaen on 5th 6th April 2025 ride distances of 20, 40, 80 on the Sunday. Be accepted. Moved: Nicole Porter Seconded: Paul Nugent	7			2	9

RATIFICATION OF ONLINE MOTIONS

Motion No.(2): Sept 24 That the ratification of the online motions be adopted.

Moved: Nicole Porter

Seconded Shannon Decker

Carried: Yes

8. CORRESPONDENCE

8.1 Inwards Correspondence

Date	From	Details
1/9/24	Shannon Decker	TQ Team Nomination
1/9/24	Shea Reynolds	TQ Team Nomination
3/9/24	Mel Bright	TQ24 Sponsorship Invoice
4/9/24	Kim Moir	WAERA July Update FWD - SMC
4/9/24	Linda Tanian	WWCC Chris Browne. FWD - Memberships
6/9/24	Renee Henry	TQ Team Nomination
8/9/24	Tanya Beacham	TQ Team Nomination
9/9/24	Kim Moir	AERA Minutes for July FWD - SMC
9/9/24	Kerrie Gabb	Bendigo Term Deposit Information
12/9/24	Kim Moir	Insurance Cover FWD - SMC
12/9/24	Sarah McLaughlin	TQ Nomination For Jane & Sarah McLaughlin

8.2 Outwards Correspondence

Date	To	Details
30/8/24	Louise Mackey	Acceptance of 2 ride applications in 2025.
1/9/24	Wendy Riha	Re: Brekka Bothels being listed on aerospace as qualified member.
7/9/24	Mark & Jen	Draft minutes 28/8/24

- **Motion No (3) Sept24 Motion that correspondence has been received.**
Moved: Nicole Porter
Seconded: Russell Gillingham
Carried: Yes

9. REPORTS

9.1 President – Paul Nugent

9.2 Treasurer – Sheree Bishop

Incoming Accounts

Name	Details	Amount
S & S Reed Transport	Merchandise Inv No: 7208	\$742.50
AERA	Inv No: 2220	\$340.00
AERA	Inv No: 2219	\$360.00

MOTION No (4) Sept 24: That the tabled accounts be paid.

Moved: Sheree Bishop

Seconded: Russell Gillingham

Abstained:

Carried:Yes

Motion No (5): Sept 24 That the Treasurer's Report be received.

Moved: Sheree Bishop

Seconded: Shannon Decker

Carried:Yes

Attachments: S & S Reed Transport

AERA Inv: 2220

AERA Inv: 2219

9.3 Rides – Nicole Porter

Ride	Chief Steward	Head Vet	Ride Sec
Smythesdale 27/9/24 – 29/9/24	Paul Nugent	Lesley Hawson	DamienLittle
TQ Gold Cup SA 18/10/24			
Dergholm 1/11/24	Linda Tanian	Judy Mulholland, Rory	Mark Gabb
Mia Mia 23/11/24 – 24/11/24			

Rides 2025	Chief Steward	Head Vet	Ride Sec
Eldorado Step In 1/3/25 – 2/3/25			
Snake Valley Dash 15/3/25 -16/3/25			
Brimpaen 5/4/25 – 6/4/25			
Moyston 31/5/25 – 1/6/25			
Eldorado 19/7/25 – 20/7/25			
Ararat 9/8/25 – 10/8/25	Sandy Little	Helen Hosking	Damien Little
Gerz 15/11/25 – 16/11/25			

9.4 Bookkeeper – Kerrie Gabb

MOTION No (3) Dec 23: To open a new bank account, to transfers the funds from the SC 22 committee from the cheque account.

Moved: Kerrie Gabb

Seconded: Shannon Decker

RESCIND MOTION: To open a new bank account, to transfers the funds from the SC22 committee from the cheque account.

Moved: Donna Nicholas Seconded: Nicole Porter.

9.5 Assets Officer – Paul Nugent

Trailers to be finalised at the SMC Working Bee to be held at Smythesdale 10am 9th November, 2024.

9.6 Horse Welfare Officer – Sandy Little

Nothing to report.

9.7 Logbook Registrar – Bronwyn Cuthbertson -- Same as last month

Little happening with logbooks.- I have 20 logbooks/covers/upgrade stickers remaining. This should see the year out.

VERA trailers. I believe I have all the course marking arrows and all the road signs in the trailer returned to me.

Find attached three documents

- Trailer 1 is the one in use and will go to GERZ for their next ride.
- Recommendations for making the trailers more functional and safe to use. I will also have to purchase some new tubs for the arrows, but will wait to see what we work out for tie down.
- AERA order form for new course arrows and vet cards, as we are very low in these. I will forward the AERA order, and this will need to be paid for before they mail out the items.

9.8 Merchandise Officer – Shannon Decker

I will require the sizes for the Tom Quilty Team members for the merchandise by Monday 16th September.

9.9 Point Score Officer – Bek Williamson

Nothing to report.

9.10 TPR Coordinator – Russell Gillingham

Still trying to verify Veritys probationary rides.

9.11 Veterinary Coordinator – Russell Gillingham

Nothing to report.

9.12 Grievance Officer – Kasey Thomas

Nothing to report.

9.13 Governance Sub-committee – Sioux Reid. Russell Gillingham. Donna Nicholas

Nothing to report.

9.14 Webmaster – Mark Gabb

Webmasters report SMC Meeting minutes20240828draft.pdf

Task	Completed	Comments
Server performance checks	Yes	Up to date
Email space checks	Yes	No accounts over 70%
Security updates and patches	Yes	Completed
New Website	Pending	See Below
Billing	yes	Nothing outstanding
Minutes	Yes	Up to date as of 11/9/24
Vera committee access	On Hold	This is dependant now on new website

New Website:

I would like to bring this back to forefront. After a discussion with Simon over the weekend I want the committee to think about what they actually want.

There are 3 big questions that need to be answered in regards to any change

- What do you want to say
- How do you want to say it
- How do you want to look while saying it

A review is needed of what the goal of the website is used for.

ie, Advertising, introduction, archive and history, or a newspaper.

COLOURS needs to be decided before anything can be done.

Make it look fancy is not a colour palette or suggestion I can do anything with. The type of people who can make you a page using a prompt like that cost 10's of thousands of dollars to design a page. And that's not me.

As an example, the AERA designer cost almost 10k to design their new page... and that was just for design.

I need good clear instructions and examples of what you want, make it like the aera page is not what I'm after.

The new laptop has been run up and delivered to Nicole porter to deliver at the meeting. This laptop has a full copy of office, as well as the folders setup to access the VERA Cloud storage, so there should be no issues with lost files, and everything should be accessible to the whole committee if anything goes wrong.

I had a phone call from the president a couple of months ago to sort out a corrected account for teams using correct Vicera.com.au domain names and such.

I came up against a wall where I need a credit card to hook payment to in order to setup a proper account.

Ive never received a response from the SMC on how they want this handled. As currently VERA does not hold a credit card to make these sorts of payments.

9.15 Social Media – Jen Green

Our social media is ticking along without any hiccups.

Growth and engagement are still healthy with the usual spikes of activity before and after a ride.

The automated system has detected a couple of spammers.

These 'possible scam/spam' posts go into 'hold mode' and I receive an alert on the dashboard. It has been accurate most times which is great.

The automated join feature is also working well for us.

9.16 Membership – Wendy Riha

Membership Type	2023 EOY	2023 YTD	2024 YTD
Adult rider	112	110	121
Junior rider	7	8	5
Associate	2	2	2
Intermediate	6	9	10
Junior Intermediate	0	0	3
Life	3	5	4
TOTAL	130	135	145

9.17 Honorary Vet – Narelle Cribb

Am hoping to have the National Vet Panel input as to what they think about the IV fluids issue for VERA

9.18 Aera Delegate – Sioux Reid.

GENERAL BUSINESS

10.1 4 Rules for Robyn Albers to post on facebook and website.

Yards Logbook time lines. Videoing. Dogs on leashes to be posted one weekly for the next 4 weeks.

10.2 Jen Green. Advertise for sponsorship person on facebook and website.



POSITION TITLE: Sponsorship and Funding Co-ordinator

REPORTING TO: VERA SMC

MAIN DUTIES & RESPONSIBILITIES:

Research, seek and secure sponsorship from appropriate individuals, businesses, and organisations to be utilized by the VERA Inc for the betterment of the sport.

Research and take steps to secure any funding or grants available from local, state or federal agencies or departments.

Ensure appropriate and meaningful recognition to sponsors

Create and maintain records of sponsorship and funding agreements

Provide reports to the SMC for SMC meetings.

SKILLS

A working knowledge of the sport of endurance riding, including its benefits, history and place in the equestrian and sporting community.

Ability to communicate effectively and utilize modern IT including common programmes and apps

An eye for opportunities not currently being utilized

Confident in approaching prospects and pitching sponsorship opportunities

Ability to close agreements and expedite the arrangements between parties

PERFORMANCE GOALS:

Create new and ongoing relationships that benefit the VERA Inc and sponsors now and into the future

This sponsorship position will be advertised on facebook and the website.

10.3 AGM

The SMC are looking for feedback on what the members want for the AGM in regards to venue, location and what service such as dinners or platters. There will be a poll on facebook to get feedback.

10.4 Volunteer Incentive Form

This form has been updated and will be posted on the website.

LATE ITEMS

11.1 Motion from AGM omitted from December Minutes

To refund one full membership as a door prize at the AGM.

Moved: Sheree Bishop Seconded: Russell Gillingham.

11.2 Motion No (6): Sept 24 To go into Camera. 1.52pm.

Moved: Sioux Reid

Seconded: Russell Gillingham

Carried: Yes

Motion No (7): Sept 24 To come out of Camera. 2.18pm.

Moved: Shannon Decker

Seconded: Nicole Porter

Carried: Yes

**12.0 NEXT TWO MEETINGS: 23rd October, 2024 at 7.00pm via teams.
3rd December , 2024 at 7.00pm via teams.**

13.0 MEETING CLOSED: 2.34 PM.