

# VICTORIAN ENDURANCE RIDERS ASSOCIATION INC.

## MINUTES OF THE MEETING OF THE STATE MANAGEMENT COMMITTEE OF THE VICTORIAN ENDURANCE RIDERS INC. HELD AT QUEST WINDSOR ON SUNDAY 20<sup>TH</sup> APRIL 2008 WHICH COMMENCED AT 10.15 AM

### 1. WELCOME

Linda welcomed those present and passed round a pair of riding gloves forwarded by Collie Dog Riding Wear. Collie Dog have asked for feedback about their new product.

### 2. PRESENT

Linda Tanian, Jen Green, Chris Gates, Sandy Horton, Debi Chisholm, Julie Woods, Sheryl Herbert, Adrian Cavi, Carl Adamson, Lissy Verity, Lorraine Cubbin

Visitors: Janeen Smith, Rohan Stanes

### 3. APOLOGIES

Luke Steele, Sandy Little, Ellen Prestage

Apologies also from: Wendy Bootle, Simon Thomas, Jen Moncur, Ross Chisholm.

### 4. MINUTES OF PREVIOUS MEETING

Several items required amendment from the previous minutes as follows:

Motion 0308014 *"That points and distance be awarded for FEI rides in the LWT, MWT and HWT riding divisions for the division in which they would normally ride providing that the weight carried by the rider is equal to the normal weight requirements."*

It was felt the wording was a little confusing as the horse actually carries the weight. After discussion it was agreed the amended wording should read:

*"That points and distance be awarded for FEI rides in the LWT, MWT and HWT riding divisions for the division in which they would normally ride providing that the weight carried meets the weight requirements as defined in Rule R5 of the AERA Members Handbook"*

**MOTION 0408001 "That the changes to motion number 0308014 be accepted."**

**Moved Chris Gates**

**Second Debi Chisholm**

**Carried**

Lissy Verity also noted that she had abstained from voting on Motion Number 0308011. Lissy also noted that her verbal report about Yarrabubba ride mentioned oral bute paste, NOT a sachet of bute.

**Motion 0408002 "That all other amendments to the minutes of 16<sup>th</sup> March be accepted"**

**Moved Jen Green**

**Second Chris Gates**

**Carried**

### 5. BUSINESS ARISING

The Action List was addressed and each individual item was reported on as completed or still requiring completion. The vast majority of items have been actioned.

Carl Adamson reported back on the insurance quotes for the ride trailers. After much discussion it was felt that the funds could be better utilised elsewhere and that the matter was not worth pursuing at this point in time. Carl also advised he has reviewed the ride application procedure and a few small changes will be presented formally at the next meeting.

Concerns re lack of updates to the website were addressed. Linda will contact our Webmaster and discuss reasonable expectations of the role to ensure our members are serviced effectively via the website.

The role of Drug Testing Steward was discussed. Lissy Verity expressed interest in exploring this role and the requirements as did Adrian Cavill. Lissy will research the requirements and report back to the SMC.

Jen Green has been in contact with Pauline Wallace re the Pony Club K Certificate guidelines. Pauline advises it is quite a process for PCAV to alter anything but that they are working towards dovetailing the requirements with AERA requirements.

## **6. RATIFICATION OF ON-LINE DECISIONS**

***MOTION 0408003 "That the online decisions be ratified"***

***Moved Lissy Verity***

***Second Carl Adamson***

***Carried***

Discussion of the VERA vet for the Nanango Tom Quilty raised discussion of AERA's invitation for a Chief Steward to attend. The SMC felt it would be beneficial for Alistair Christie to attend as he is going to be the Assistant Chief Steward at the Victorian Tom Quilty in 2009.

## **7. CORRESPONDENCE**

### **7.2 Late Correspondence Inwards**

7.2.1 Email from J. De Groot reminding SMC the State Champs was scheduled for Gippsland in 2009

7.2.2 Email from Kim Noble suggesting 2 columns in ride calendar: Ride date/Prenom date

***MOTION 0408004 "That a rug sponsorship package to the value of \$350.00 be provided for the Nanango 2008 Tom Quilty"***

***Moved Sandy Horton***

***Second Debi Chisholm***

***Carried***

***MOTION 0408005 "That the VERA SMC approve the application from TGC Inc. to run a 110km AERA ride in conjunction with the TGC Inc. FEI ride on August 8<sup>th</sup>, 9<sup>th</sup>, 10<sup>th</sup>, 2008"***

***Moved Jen Green***

***Second Carl Adamson***

***Carried***

***MOTION 0408006 "That the inwards and outwards correspondence be accepted"***

***Moved Adrian Cavil***

## **8 REPORTS**

### **8.1 President**

Discussion of the President's report resulted in our assets officer, Carl Adamson, being appointed to coordinate the deployment of VERA laptop computers. Carl will contact Ride Organisers and advise them.

### **8.2 Treasurer**

Sandy Horton presented a comprehensive summary of VERA's financials. Discussion took place regarding the feasibility of utilising credit card facilities to accept membership dues and other fees and payments. Sandy's investigations revealed that due to the likely low volume of transactions, it is cost prohibitive to have credit card facilities.

***MOTION 0408007 "That the Treasurer's Report be accepted"***

***Moved Sandy Horton***

***Second Julie Woods***

***Carried***

### **8.3 Membership Secretary**

Mary Hughes reports 186 financial members to date including a healthy number of 28 new members. Mary expects a surge of renewals with the upcoming northern area rides. Linda will be sending all our lapsed members a letter with a Membership renewal.

### **8.4 Pointscore Registrar**

Janeen Smith and Jo Brock have manually kept track of points, distance and results via Jo's Excel spreadsheet. Arrangements are being made to have the Blucher data base put on a new laptop computer for the Pointscore Secretary. Jo McMahon in NSW is handling the national registrar role. Finalised National 2007 Points and Distances have not yet been provided.

Considering the importance of the role of the Points and Distances, results and generation of early warning points the SMC felt Janeen should be provided with a quality laptop computer with which to collate this information. There have been a few problems with computers and software so starting with a new system, exclusively for this purpose should minimise problems, errors and delays.

At this time the SMC also noted that the workload of the Secretary was such that she should be provided with a laptop computer to enable her to manage VERA business in a timely and efficient manner. A new system of disseminating meeting information, correspondence, reports and minutes so that SMC members can view the information at the meeting direct on their laptops has minimised the use of paper, stationery and postage of bulky envelopes.

***MOTION 0408008 "That VERA purchase a new laptop computer for the use of the Pointscore Registrar"***

***Moved Sandy Horton***

***Second Debi Chisholm***

***Carried***

***MOTION 0408009 "That VERA purchase a new laptop computer for the use of the VERA Secretary"***

***Moved Debi Chisholm***

***Second Lissy Verity***

***Carried***

***Jen Green Abstained***

#### **8.5 Logbook Registrar**

Adrian reports that several Logbooks that needed to be amended have been re-issued correctly. Discussion took place regarding a possible amnesty for members who have Logbooks issued in incorrect horse names, e.g. using endurance stable pre-fix rather than the horse's registered name if applicable. An amnesty would enable members to correct any inconsistencies with minimum inconvenience and cost.

Linda and Adrian will develop and publicize an amnesty arrangement for the members.

#### **8.6 Calendar Co-ordinator**

Bright ride will have a new contact person - Bev Fraser. This ride also wishes to have dual affiliation. Bev is to contact Julie Woods to finalise changes.

The organisers of the Stellar 2 Endurance Carnival and Moyston rides have decided to swap ride dates so Moyston is now 6<sup>th</sup> & 7<sup>th</sup> September 2008 and Stellar 2 is now 27<sup>th</sup>-29<sup>th</sup> May 2008.

Cobaw Canter has unfortunately had to be cancelled due a problem with the ride venue. Bealiba have asked for this date of 12<sup>th</sup> & 13th July.

The Golden Horseshoes ride has now been taken over by Tina Hones and will be known as the Eldorado Ride. It is in the same area as the Golden Horseshoes ride.

Concerns regarding capabilities to comply with ride guidelines was discussed. The SMC need to be confident that new Ride Organisers can run rides safely for our members. Linda Tanian will contact Ride Organisers as required to ensure they able to meet the standards required for the safety of our members and their horses.

Calendar Guidelines - Sandy Horton has distributed a draft policy for feedback and comment.

#### **8.7 Newsletter**

Wendy Bootle reports she is really needing to wind up in her role as newsletter editor due to pressing family commitments. An expressions of interest advertisement has been placed in the current newsletter and the SMC members will canvas possible suitable applicants.

#### **8.8 Honorary Vet Panel**

Nil to Report

#### **8.9 Zones**

Ellen Prestage sent in a GERZ report noting the well received Gippsland rides. GERZ are running a raffle with prizes including a hand crafted timber saddle/tack stand. Tickets available from GERZ. GERZ have purchased a new banner. Carl Adamson will source a price for a new VERA banner as the old one just cannot be found.

## **8.10 AERA**

The minutes and action list from the latest AERA meeting were presented.

**Jane McLaughlin arrived at 1.35 pm.**

Several items arose for discussion including the postponement of the Victorian 2008 Tom Quilty. Jane gave some background about the situation and sought clarification of AERA's minuted version of events. Our AERA Delegates will seek further clarification at the next AERA meeting in July.

The issue of day member fees was also discussed. There seemed to be some confusion as to the exact amounts involved. We need to ensure day members are actually being charged enough to cover our contribution to AERA. This also raised the issue of regular members subsidising day members. In the past only 2 x day member rides were allowed per calendar year which encouraged people to become full members.

Carl Admason advised that as soon as our data base is fully functional we will be able to statistically evaluate the costs/benefits of unlimited day member rides and make a more informed decision.

As fees as set at AGM's the issue will be added to the next AGM agenda in January 2009.

The issue of non members riding non entered horses at ride bases was raised. They are not to be at the ride base nor at the vet ring area in particular.

## **8.11 VERA Webmaster**

Kelly Jol has relocated to a new home and as such has some catching up with website administration. Linda has formulated a task list with all items required to be updated. Photos, articles and items of interest are invited for the website. A refreshing new look with up to the minute member information will be constructed shortly.

## **8.12 2009 Tom Quilty Committee**

The report to AERA as per their request has been forwarded, along with a revised budget, addressing all their concerns. AERA have indicated they are extremely pleased with preparations so far.

Lissy Verity elaborated on her Event Director's report and added that things are progressing extremely well.

# **9. GENERAL BUSINESS**

## **9.1 Chief Steward numbers**

The lack of Chief Steward numbers has reached a critical level with several Accredited Chief Stewards no longer carrying on their role. Discussion took place regarding the ACS criteria that is precluding suitable applicants from achieving accreditation.

***MOTION 0408 010 "That VERA request that AERA remove the requirement for Accredited Chief Stewards to be TPR Stewards."***

***Moved Jen Green***

***Second Adrian Cavil***

***Carried***

Lengthy discussion took place regarding recruiting, nurturing and maintaining Accredited Chief Stewards. Many ideas were put forth including sufficient incentives.

***MOTION 0408011 "That to encourage members to become Chief Stewards the full membership fee for all accredited Chief Stewards will be reimbursed by VERA following receipt of a membership application"***

***Moved Lissy Verity***

***Second Carl Adamson***

***Carried***

Linda will advise existing Chief Stewards of this.

## **9.2 Bibs**

After many discussions and reworks and differing opinions about the finer points of the Bib Policy, it was agreed Linda will rework the policy into a simple and clear format.

Bibs for the various ride categories at the upcoming FEI/AERA rides at Tonimbuk in August were discussed as each category will need to be identified. The orange bibs/velcro's should be sufficient to identify the various categories.

The issue of a bib ordered and not required by Jenny Moncur was raised.

***MOTION 0408013 "That no further action regarding payment for Jenny Moncur's Heavyweight bib be taken."***

***Moved Adrian Cavi***

***Second Carl Adamson***

***Carried***

## **9.3 State of Origin Challenge**

Held over due to time constraints.

## **9.4 Risk Manager/First Aiders.**

It was felt that this item is best addressed by Jenny Moncur in her Risk Management Officer role.

## **9.5 Points for Juniors at FEI Rides**

Linda has obtained statistics on numbers of Junior members affected by this issue. After discussion the issue was put to a vote.

***MOTION 0408014 "That VERA Points and Distance in the Junior Division be awarded for FEI rides."***

***Moved Lissy Verity***

***Second Jane McLaughlin***

***Defeated***

## **9.6 Overseas Ride Record**

A member of a Scottish Endurance organisation has relocated to Victoria. She has produced records of an extensive ride history and is wondering if her overseas history might contribute towards her gaining qualification as an Endurance Rider in Australia. Her ride history was reviewed and the number of rides, distances, times and recoveries noted.

***MOTION 0408015 "That Ally Nisbet's Scottish Endurance Riders Club ride history be accepted."***

***Moved Lissy Verity***

***Second Adrian Cavil***

***Carried***

***9.7 Proposed removal of Omeprazole from banned substance list.***

Much discussion ensued about the risks and benefits of using this product on endurance horses. Discussion centred on whether or not a horse that gets EGUS should be even competing if it needs a drug to assist it.

Chris Gates gave feedback that as AERA are bound to adopt the EFA drug policy in the near future and that as Omeprazole is not a prohibited substance on their schedule that these discussions are virtually a moot point as dovetailing of existing policies with the EFA's is going to occur.

***MOTION 0408016 "That the treasurer be authorised to pay all outstanding accounts."***

***Moved Lissy Verity***

***Second Adrian Cavil***

***Carried***

**10 MEETING CLOSURE 4.45pm**

**ACTION SHEET CARRIED OVER**

<b>No.</b>	<b>Action</b>	<b>Allocated</b>	<b>Complete</b>
1	Re-list the pre-nomination policy for inclusion on the next agenda	JG	
2	Develop procedure for ride applications	CA	
3	Ride calendar guidelines to be completed and submitted to the next meeting	SH	
4	Pre-nomination policy information to be included in a letter to be sent to RO's for rides on the second half of the calendar	JG	
5	Constitutional changes to be prepared	MH	ongoing
6	Forward a list of successful attendees from the Raglan TPR school	SL	
7	Completion Certificates and information for successful TPR candidates be sent	SL	
8	TPR/CS Co-ordinator to compile a list of accredited vets	SL	

**ACTION SHEET**

<b>No.</b>	<b>Action</b>	<b>Allocated</b>	<b>Complete</b>
1	Feedback to Colliedog re gloves	LT	
2	Contact Webmaster re expectations	LT	
3	Research Drug Steward role	LV	
4	Advise Alistair Christie of attendance at Nanango and also AERA	LT	
5	Reply to Kim Noble re prenom listings	JG	
6	RO's to be contacted re distribution of Laptops	CA	
7	New Laptop to be purchased for Pointscore Registrar	?	
8	New Laptop to be purchased for Secretary	?	
9	Develop procedures for amnesty on incorrect logbooks	LT/CA	
10	Contact Bealiba RO's (and others as required) to ensure VERA guidelines compliance	LT	
11	Source quote for new VERA banner	CA	
12	Clarification of AERA minuted version of postponement of 2008 Vic TQ	JM/SH	
13	Day rider fees item on 2009 AGM Agenda	JG	
14	Write to AERA to request removal of TPR requirement for Chief Stewards	JG	
15	Advise CS's of VERA subsidising their membership fees	LT	
16	Rework Bib Policy	LT	
17	State of Origin Challenge relisted on next agenda	JG	
18	Publicise decision regarding FEI points not awarded for Juniors on web and newsletter	LT	
19	Advise Ally Nisbet her Scottish ride record has been accepted by the SMC	JG	