

TEERA AGM 2013

VENUE AND DATE: 1pm January 19th at Sassafras

PRESENT

Tracey Wyllie, Pat Lamprey, Pat Hodgetts, Alf Barnes, Trent Huxtable, Tania Perry, Kelly Woodhouse Jodi Hutchins, Heather and Greg Johnson, Laurie Nicols. Judith Butler, Alison Colbeck, Jodi Smith, Trish Smith, Shayne Williams, Tracey Nutting, Doug Lockhart, Bradley Hill, Alison Lockhart.

Junior Guests: Shannon Hill, Kirsty Lockhart, Hanna Colbeck, Felicity Colbeck

Late Arrivals : Tony Purton, Kaye Mitchell, Robyn Nibbs

APOLOGIES :

Helen Bowkett, Angie Clarke, Denise Williams, Debbie Grull, Nicole Ford, Penny Barnes

MINUTES of 2012 Meeting:

Previously distributed in Newsletter. Read by Trent Huxtable.

Moved Tracey Nutting Sec by Pat lamprey as true record of that meeting.

PRESIDENTS REPORT.

A verbal report from President Trent Huxtable who thanked all the 2012 committee members and commenting on another successful year for the Tasmanian endurance scene. He acknowledged the efforts of the TQ12 committee for presenting a world class event; congratulation those that were awarded a Quilty buckle and commiserations to those entrants who were not successful on this attempt. He also congratulated the riders who will be awarded perpetual trophies for the various High Point sections at the presentation dinner later in the evening.

TREASURERS REPORT

Financial Statements for 2012 were tabled.

Treasurer is an apology for this meeting. Audited report not yet available as auditors were unable to complete it in the first few weeks of January.

Overall increase in bank balance from 2011. Request that the “sundries” are further itemised.

Moved Alf Barnes Sec Laurie Nicole to accept the financial statements

Appointment of Auditor for 2013 : tba

ELECTION of 5 COMMITTEEE MEMBERS

Nominations received from Tracey Wyllie, Pat Lamprey, Pat Hodgetts, Alf Barnes and Robyn Nibbs.

As these were the only nominations then no need for an election.

Trent Huxtable thanked these people for supporting the SMC.

Letter of Resignation (31 Dec 2012) from Sonia Hodgetts. Sonia is still happy to assist with the computer side of things, particularly assisting ride secretaries with the new data base, and assisting the incoming secretary.

Trent has also been advised that Debbie Grull will be stepping down from the SMC.

The 2 casual vacancies to be filled by the SMC.

NOTICES OF MOTIONS

No Motions were received.

DISCUSSION ITEMS.

1. AON offer of optional PA insurance for 2013.

AERA have negotiated with AON for this optional PA and the Divisions of AERA are requested to confirm with their members if they will accept this offer. NSW, Q'ld, Vic , WA members have already accepted the proposal and have added the extra clauses in the Disclaimer section of their membership forms. This was read to the members.

Note: Arrival of Tony Purton and Kaye Mitchell 1.45pm

Moved Laurie Nicole, Sec Tracey Wyllie that TEERA accept the offer of optional PA insurance. Unanimous agreement.

Consequently our 2013 Membership Forms will need to be amended to include the optional PA. Those members who have already paid their 2013 membership and prefer it without the PA are eligible for a rebate.

Question arose of how members could find the Insurance Policy. On the website. Details to go in newsletter of the site. Also at the March AERA meeting the AERA delegates will be issued with a folder of about 100 pages.

Note arrival of Robyn Nibbs at 1.50pm

2 Roads and Rides.

Copy of Original letter not available. Defer to Feb meeting.

Formal session concluded for the AGM

Request by Laurie N for GENERAL BUSINESS of 2012.

A. Letter from Denis Foley. Suggesting that SMC check with corporate affairs to see if their records of the TEERA Public Officer have been updated since 2009.
Trent to follow up on Monday morning.

B. Letter (email) from Helen Bowkett asking if the TEERA Risk Management Policy had been finalised yet. Pat H explained that Helen was a member of the AERA-RM working party when she was an AERA delegate and has always had a keen interest in RM. Since then there has evolved an AERA model document which State Divisions or Clubs can adopt and on which to base their policy.

More details for discussion at March meeting and also to go in Newsletter and website.

C. Issues at the 2012 State Championships.

a) 3 riders – missed section.

Already dealt with at December SMC meeting. Awaiting clarification from Checkpoint. Letters to be sent when Sonia returns.

b) Query re late arrival at the vet ring. Original mis-print on master sheet Check the Logbook. This highlights the need for Carbon Copy time slips. SMC to order some.

c) Treatment vet. Unfortunately an inexperienced new graduate was sent from the on call clinic and could not assist and so a Line veterinarian was needed to treat the horse.

d) Availability of Fluids. TEERA has a stockpile of 100 litres. Cost per bag to user to be established and invoice to be sent to owner.

D. Doug Lockhart , who brought 3 Juniors to the meeting, stated that he has seen nothing here to enhance the future of our junior riders.

E. Greg Johnston asked why the wording of a Black Bluff flyer had been changed when printed in the Newsletter.

F. Alison Lockhart suggested that we discontinue the use of the blue stallion bibs for the 5km riders, as it was sending the wrong message to the youngsters about the safety meaning of these bibs. Resolved that Heather cover some of the green bibs with another distinct colour. Also mentioned that blue ribbons in the tails should not be used for decoration. Also to go in the newsletter again.

G. Sale of TEERA van. Has been advertised on Gum Tree. Robyn Nibbs has spoken with commercial businesses and they would claim 10% commission. Valuation quote approx. \$18,000. Moved Tracey W Sec Tracey Nutting that we continue to sell the van.

H. Tony Purton asked re the circumstances that led to the cancellation of the Black Bluff ride for 2012. A representative gave her recollections of her earlier conversations and correspondence with a member. The BB Club only have one meeting just prior to running the ride and hence the concerns raised by that member remained dormant for 9 months. The BB Club realised that they had insufficient time to address the issues raised and hence the ride was cancelled for the year.

I. Several members spoke about the difficulty in obtaining officials for Clubs and Rides and to appreciate and not knock the workers that they have. Trish Smith offered a vote of thanks to the members of the 2012 SMC and portfolio workers and wished the 2013 SMC a smooth run.

J. The State Champs Committee have asked TEERA to put out an Expression of Interest to all other Clubs to hold the 2013 Tasmanian Championships. Notice to go in Newsletters and on website. The State Champs Committee are holding their AGM on 9th April and require responses prior to that date.

Trent thanked all who attended and asked that the SMC meet here at 4pm to appoint the Office Bearers for 2013
Next AGM to be announced.

Meeting closed 3:45pm.

T.E.E.R.A.
COMMITTEE MEETING 19th Jan 2013
Sassafras 4pm

PRESENT:

Trent Huxtable, Alf Barnes, Pat Hodgetts, Pat Lamprey, Robyn Nibbs, Tracey Wyllie

APOLOGIES:

Nicole Ford, Denise Williams, Debbie Grull, Sonia Hodgetts.

MINUTES FOR PREVIOUS MEETING: Dec 2012

Read by Tracey Wyllie. Moved Robyn Nibbs Sec Alf Barnes

MATTERS ARISING FROM MINUTES

1. Appointment of 2 AERA Delegates. Trent Huxtable and Pat H
2. Nomination of Pat H for AERA vice-president
3. Nomination of Tas Vet for TQ13 – Pat H
4. Letters to be sent re protest and return of \$20
5. Letters to be sent to NWEA and STER re return of arrows if not going to run rides
6. Nomination of Chief Stewards or Veterinarians suitable for Head position at TQ events. Pat H
7. Recall Logbooks for 2 horse with teeth issues.
8. Purchase cost of new fluids. \$29.35 per 5 litre bag (?).
9. 40 litres to go to Darren Duniam to store and transport to rides.
10. Establish cost to users and send account to Trent.
11. Rest order for treated horse.

CORRESPONDENCE:

Inwards- Letter of Resignation from Sonia Hodgetts

Verbal notification from Debbie Grull of her Resignation from the committee.

ELECTION OF OFFICE BEARERS:

President Trent Huxtable Nom Pat L, Sec Alf B Accepted

Vice-Pres Denise Williams Nom. Pat H, Sec Robyn N

Treasurer Nicole Ford Nom. Tracey W, Sec Pat L

Public Officer Nicole Ford

Secretary Initially vacant. Later filled by Kaye Mitchell Nom Pat L, Sec Tracey W

Fill 2 Casual Vacancies Penny Barnes, Kaye Mitchell

PORTFOLIOS

Membership Registrar Pat Lamprey

2 AERA delegates Pat Hodgetts Trent Huxtable

Proxy Delegate Denise Williams

Log Book Registrar Penny Barnes

TPR & CS Registrar Robyn Nibbs

Point Scores/Early warning Denise Williams

Insurance & Risk Management Trent Huxtable

Publicity Tracey Wyllie, Alf Barnes

Horse Welfare Pat Hodgetts, Robyn Nibbs

Record of horse fluids Tracey Wyllie.

Non-Committee Positions

Newsletter Jodi Smith

Website Kevin Brewster

GENERAL BUSINESS

1. Need for the Membership form to be adjusted to include the offer of optional PA insurance as approved at the AGM. Adopt the Vic and NSW clauses in the Disclaimer sections.(Correct the duplication of Clause11.)
2. Need to advise those members not present at the AGM of this optional PA Insurance in Newsletter and or individual mail out?
3. Need to obtain the list of new rules for 2013. To go on website and newsletter
4. Compulsory Horse Health declarations for all horses at all rides from Jan 2013. Need to converse with other low risk Divisions and add a common clause to the entry form to reflect the health status of the horses entered. Also how to handle the new, last minute entries from Introductory rides who are not aware of this.

Most of the above changes will have to wait until Sonia returns and then go to Kevin Brewster to put on website etc.

5. Check discrepancies in 2 Logbooks.

Next meeting: Tues 5th Feb at 6.30pm Latrobe

Meeting Closed 4.40pm



TASMANIAN EQUINE ENDURANCE RIDERS ASSOCIATION INC

STATE MANAGEMENT COMMITTEE

Minutes

GENERAL MEETING
Tuesday 5 February 2013
6.30pm

Present: Nicole Ford, Trent Huxtable, Penny Barnes, Alf Barnes, Pat Hodgetts, Robyn Nibbs, Pat Lamprey

Apologies: Tracey Wyllie, Denise Williams

Minutes of previous meeting (AGM and General meeting, 19th Jan, 2013)

Previously distributed by email and read.

Motion: Minutes of previous meetings are a true and correct record. Moved Pat Lamprey, Sec Robyn

Business arising from minutes

General meeting 19th Jan.

1. Secretary will forward adjustments to the Membership form to include the offer of optional PA, using the wording from NSW, and correcting the duplication of Clause 8. Also include price options for Tasmania.
Newsletter article to advise members of optional PA insurance. Also advise that new bib price is \$35.
2. Secretary to forward Horse Health Declaration wording used on NSW entry forms to Kevin Brewster.
3. Secretary to write to Jarrod Pickering to ask for return of log books for Vandiemans Cheeky(VAN72348) and Glanheathen Curio (GLA720484) in order to clarify discrepancies in our records.

AGM minutes 19th Jan.

1. Letter re roads and rides read by Kaye Mitchell, prefaced by saying that the comments are not about a particular ride or committee but a general concern. In the ensuing discussion Pat Lamprey commented on the lack of maintenance of fire breaks by forest companies and 4WD vehicles ruining tracks. Pat does not intend to hold 160km this year. Penny Barnes recalled criticism that the ride was too difficult from riders at Boomers Creek. Very difficult to please everyone. Trent Huxtable raised the issue of access to the track in the event of horse or rider injury. Pat Hodgetts indicated that this is recommended for Quilty tracks. Nicole Ford commented on the horses' apparent appreciation of variation, corners, etc. Discussion of the merits of one good leg repeated vs the variety of two different legs.
Letter to be forwarded to Jodi for inclusion in newsletter.
2. Updating Public Officer. Nicole will speak about it with accountant Contact Sonia and see if she has copy of form sent. Failing that a new form will be filled out and a copy of the minutes where Nicole was elected will be sent with a request to update the public officer.
3. Letters referring to protest at State Champs have been sent and riders refunded \$20
4. Book of Diamond Tail Desert Opal ridden by Sonia Hodgetts and State Champs. Checked by Greg Johnson. Book was untouched. The vetting time entered on data base was a typing error.
5. Cost of fluids established (\$35/5L bag). 40L went to Darren to carry and take to rides. The remainder is with Wyllie's.
6. Pat tabled rest order for Trent Huxtable.
7. Appointment of Paragon BDS Accounting as auditor
8. Pat Lamprey to acquire carbon copy time slips.

9. Heather has 10 bibs to make pink for 5km riders. Trent suggested getting high vis T-shirts and getting number sewn on. Idea was rejected after some discussion.
10. Van sold \$16 000
11. Pat Hodgetts recalled that at 2010 AGM it was decided that TQ05 money would go electronic timing. Caravan was bought instead. Caravan money should therefore go to electronic timing. Check the 2010 minutes. Trent suggested revisiting this decision given that it was a long time ago.
12. Expressions of interest for other clubs to run state Champs. 2013 to go in newsletter.

Treasurer's Report:

Bank statement for January unavailable as yet. In future Nicole will itemise sundry items on the financial statement.

Audit will be organised next week (Paragon BDS Accounting).

Money in investment account needs to be reinvested 6th Feb. Motion: transfer funds to make the investment account up to \$80 000 and reinvest. Moved Pat Lamprey, Sec Pat Hodgetts

Motion: All accounts be paid. Moved Pat Hodgetts, Sec. Kaye Mitchell

6. Correspondence In/Out

IN	Greg Johnson, Chief stewards report from Lebrina ride. No issues arising
	Kristine Chapple, Portland Endurance Riders Inc. (Ride Nomination Form, 2013)
	Ieva Peters, AERA Inc. (AERA Annual General Meeting and General Meeting) Trent Huxtable and Pat Hodgetts nominated.
OUT	Emily Shadbolt, Ellie Woodhouse and Tracey Wyllie (letters of no objection)
	Wendy Rand, Shane Williams and Emily Shadbolt (response to protest at State Champs)
	2013 final ride calendar
	Pat Lamprey, Jill Sheehan Memorial Riders (Insurance Application for cover under AERA Insurance Program) Kaye to mail out Insurance application to other clubs

Reports

Membership 127. John Jenson passed away. Pat Hodgetts became a life member. Other life members: Sue Fraser, Laurie Nicole, Claude Filleul, Doug Lockhart

AERA report: Pat to provide information to Debbie who will write this.

Rule/items for newsletter: Reminder for ribbons to be one plain colour: red for kickers and blue for stallion to be conveyed through the newsletter.

General Business

1. Nomination of Tas vet delegate for TQ2013. Kaye to check with Sonia to see if this has been done.
2. AERA Nominations of chief stewards for TQ2013. Helen has been nominated by AERA. Kaye will ask Greg Johnson if he is interested.
3. Letter to NWEAC and STEER re return of arrows if not being used to run rides. Check to see if Sonia has sent these.

4. Secretary to write a letter to recall log books of horses whose teeth had not erupted but had completed a ride prior to the State Champs. (Esprite Jertermiah (ESP 72439) ridden by Linda Smith and HighlandView Molly (HIG 72424) ridden by Tim Potter)
5. Alf had been asked about a letter sent by North east endurance wanting to hold another ride. Letter asked for Gill Sheehan to move there date. Jill Sheehan Committee is unable to due to planning/bookings already made. Also noted that the March 2nd date clashes with and it clashes with AERA meeting. Suggest they hold ride later in the year where there are vacancies or gaps. e.g 20th July.
6. Ride return required for Lebrina. Written request to be sent asking for this to be supplied within two weeks.
7. Letter to be sent to Dunalley Primary indicating that Teera members would like to donate \$1500 towards books or playground equipment.
8. Approval given for Kaye to purchase hard drive and set up new email address. New email address is teerasecretary@gmail.com
9. Robyn suggested Teera send thankyou letter to Sonia Hodgetts. Nicole to organise a gift voucher of \$50 at Horseland for Sonia and thankyou cards for Sonia and Debbie.
10. Tas endurance Rider of the year Perpetual Trophy (open) ceased 2011. Seek suggestions from members as to what we should do with it via the newsletter.
11. Pat Hodgetts Invasive treatment form from the weekend not yet signed. Get Deputy Chief Steward to sign and send to Aera.
12. Rest order from State Champs. Trent expressed his concern that there had been no official notification for 3 months. The horse could have been in work during that time. Further there was no discussion of the diagnosis between owner treatment vet and head vet. Concern also, around the potential for inconsistency and bias in determining the length of rest orders.
Pat Hodgetts explained the diagnosis in this particular case and the reason for the length of the rest order. She also read some thoughts from Debbie about this particular case.
Motion (to be taken to AERA); If a rest order is to be in excess of six months then there should be consultation between the owner, the treatment vet, the head vet and another appropriate ride official at, or shortly after the time of treatment. Moved Trent Huxtable, sec ??? 7 for, 1 abstain

Date of next meeting 26th Feb. 2013

Meeting closure 10:03pm



TASMANIAN EQUINE ENDURANCE RIDERS ASSOCIATION INC

STATE MANAGEMENT COMMITTEE

Minutes GENERAL MEETING Tuesday 26th February 2013 6.00pm

- 1 **Present:** Tracey Wyllie, Robyn Nibbs, Nicole Ford, Trent Huxtable, Pat Hodgetts, Kaye Mitchell, Denise Williams arrived 7:38pm
- 2 **Apologies:** Alf Barnes, Penny Barnes
- 3 **Minutes of previous meeting:** Previously read. Corrections noted:
Motion: *Minutes of the previous meeting are a true and correct record.* Moved Pat Hodgetss, Sec Robyn Nibbs.
- 4 **Business arising from minutes**
 - a) Nomination of Tas. Vet delegate for TQ13. Confirmed Pat Hodgetts
 - b) Log book return request for (Esprite Jeremiah (ESP 72439) ridden by Linda Smith whose teeth had not erupted but had been entered in the State Champs and in a previous ride. No response from either owner or rider to a letter sent by Sonia. Secretary to send reminder and request the log books be sent within two weeks.
 - c) Kaye has not had time to purchase hard drive as yet
 - d) Thankyou card to Sonia and Debbie. Nicole will attend to this.
 - e) Invasive treatment form from the BEER ride has been received.
 - f) Optional PA insurance: prices for Tas needed. Resolved. Secretary to pass this information on to Kevin Brewster and request that the membership form be updated.
 - g) Log books from Jared Pickering: Denise to find time keepers sheets for their novice rides and check data.
 - h) Public Officer : Verified as correct
 - i) Heather has completed the bibs with red with yellow numbers. Need to contact her and ask her if she needs reimbursing for materials or time. Nicole to send thank you card.
 - j) Kaye to send letter to NWER re arrows for track marking.

5. Treasurer's Report

Accounts to pay:

- Business Affairs - Audit \$57.60
- Paragon bds Accountants - Audit \$737.00
- Pat Lamprey - Stationary \$31.25
- Denise Williams - Death Notice \$81.37
- Equestrian Australia - Swabbing \$480.00
- Richmond Print - Printing \$316.80
- Sonia Hodgetts - Gift Voucher \$50.00

Audit completed.

Financial statement for January tabled

Motion: *Treasurer's report be accepted.* Moved Nicole ford and Sec Robyn Nibbs.

6. Correspondence In/Out

IN	STER (ride on 6 th July, and assistance with trailer purchase)
	Debbie Grull (AERA report for 2012)
	Log books from Jared Pickering
	Nicole Ford(email re public officer)
	Nicole Ford (Audit 2012,email) available upon request
	Jill Sheehan Memorial Chief Steward Report
	Tom McCormack (email re establishing a group email for Membership Registrars)

	Ros Flanagan (Practice Manager Barnyard Vet) Letter re a private matter tabled by Tracey Wyllie
OUT	Kevin Brewster (Horse Health Declaration for NSW, TEERA secretary's contact details)
	Jared Pickering (Log Book recall for two horses)
	Greg Johnson (EOI as Chief Steward at TQ13 and/or TQ14)
	All club secretaries (Insurance Application for cover under AERA Insurance Program)
	Matthew Kenny, Principal Dunalley Primary (Donation to help with bushfire recovery)
	NEEEEC (response to request for additional ride and reminder re ride return for Jan ride)
	Jodi Smith (emails for newsletter items: tail ribbon, Horse Health Declaration, Roads and Rides secretaries contact details)
	Tom McCormack (email to inform that Pat Lamprey is the Membership Registrar)

7. Reports

- a) Membership 167
- b) AERA report: EA and AERA agreement so AERA can hold FEIO rides under our rules discussed. The proposal to support funding to EA was rejected.
- c) Rule/items for newsletter-tail ribbons

8. General Business

- a) STER ride: 6th July confirmed as the date for the. Request for a grant for the purchase of a trailer declined.
- b) Pat Hodgetts tabled 2010/2011 minutes where it was agreed that money from the 2005 Quilty was to be spent on electronic timing. Caravan purchase made and donated to TEERA. TEERA has now sold the caravan and invested the proceeds in a term deposit. Agreed that time is needed to see how electronic timing is integrated with new AERA database.
- c) Motion: *TEERA purchase an additional three microchip scanners.* Moved Pat Hodgetts, Sec Pat Lamprey. Carried
- d) Pat Lamprey suggested that we purchase 10 stop watches for TPRs. Di Walsh has taken scales to be repaired.
- e) TPR form is needed so that those that TPR at rides and are eligible for a reduction in membership fees.
- f) Random swabbing at random rides will continue
- g) Tracey Wyllie is the record keeper of the fluids

9. Date of next meeting Monday 8th April

10. Meeting closure 9:48pm



TASMANIAN EQUINE ENDURANCE RIDERS ASSOCIATION INC

STATE MANAGEMENT COMMITTEE

Minutes

GENERAL MEETING
Monday 8th April 2013
6.30pm

- 1 **Present:** Nicole Ford, Pat Lamprey, Pat Hodgetts, Kaye Mitchell, Robyn Nibbs, Trent Huxtable, Tracey Wyllie
- 2 **Apologies:** Penny Barnes, Alf Barnes, Denise Williams
- 3 **Minutes of previous meeting**
Motion: *Minutes of the previous meeting are a true and correct record.* Moved Pat Lamprey, Sec Pat Hodgetts
- 4 **Business arising from minutes**
 - a) Purchase of microchip scanners: Nicole to check internet prices and purchase 3 small ones plus an additional one for Pat Hodgetts. Also investigate the price of one larger one. Kaye to send letter to STER requesting the return of the larger one they have.
 - b) Log book of horse whose teeth had not erupted but had completed a ride prior to the State Champs. (Esprite Jeremiah ESP 72439) ridden by Linda Smith. Phone call received indicating someone would attend the meeting.
 - c) Purchase 10 stop watches for TPRs. Nicole to purchase
 - d) Repair of scales: Completed. Nicole reimburse Di Walsh \$50
 - e) TPR form is needed so that those that TPR at rides and are eligible for a reduction in membership fees. This is available
- 5 **Treasurer's Report**
Financial Statement for March tabled.
Motion: *Treasurer's report be accepted.* Moved Nicole Ford and Sec Robyn Nibbs.

6. **Correspondence In/Out**

IN	Jodi Hutchins(ride entry fee plus request for an additional ride on 10 th August.) Date confirmed. Kaye to organise calendar update.
	Greg Johnson(Chief Steward report for Beer Takone Ride) Nothing of note
	Trish Smith (email request for letter to support "Sporting Leave" to attend the TQ13)
	Tom McCormack(email forwarded via Pat re time slip booklets) Purchase 5 of each, arrival and departure books
	Chris Mahoney (Incident report for NEEEC Lebrina)
	Chris Mahoney (Ride report for Lebrina) No provision for first aid assistance. Protest from Janine Parr attached to the report.
	South African National Challenge 2013 as advertised on Aussie Endurance.
	Debbie Grull(email to thank SMC for the card and framed picture)
	Debbie Grull (email re publication of ride results). Kaye to email response.
	Ieva Peters (email reminder to members about distance/ merit scrolls to be presented at TQ13).
	Ieva Peters(email notification of next AERA meeting on 19 th -21 st July)

	Alison Lockhart (Letter requesting a refund for PA insurance)
	Jodi Smith (email seeking someone else to take on the newsletter) Advertise this in the newsletter.
OUT	Kevin Brewster (email of changes to the Membership form to include Optional PA insurance)
	Jared Pickering (Log Books returned at Kentish ride) Trent to phone Jared to ensure corrections are made to books at the next ride.
	Di Walsh (Secretary of NWECA re return of AERA arrows if not being used for the running of rides)
	Karen Pearce (letter requesting log book of Esprite Jeremiah in time for this meeting with a copy sent to Linda Smith, the rider concerned)
	Jodi Smith (emails for newsletter items: minutes of AGM, general meeting Jan19th, and Feb 5 th , information regarding Optional PA insurance)

7. Reports

a) Membership 191

b) AERA report:

Meeting held in Melbourne. Some of the main points from the meeting include:

- i. \$4213 National Standard money available to TEERA. Can be used to purchase computers, stopwatches and scanners.
- ii. Observer can go but TEERA pays the cost of their transport and accommodation
- iii. Sonia Cordell-Brown owes money for merchandise purchased for the New Zealand trip. (Trent to make contact)
- iv. The proposal to provide \$8000 to EA was rejected but a motion for AERA to provide \$4000 and source another \$4000 from potential sponsors was passed.
- v. Article for TQ13 booklet to be submitted by the 18th April. Trish Smith is attending to this.
- vi. Invite Chris, Pat, and Denise to Chief Steward at the TQ13
- vii. Updates to rules H18.2 and R13
- viii. New rules for 40km rides.
- ix. Changes to the constitution to be a "company limited by guarantee". States represented by Board members
- x. National ride entry form being developed
- xi. \$150 dollars each for Pat and Trent for internet expenses.

c) Rule/items for newsletter

8. General Business

a) Secretary to respond to Debbie Grull's inquiry regarding publication of ride results.

b) Secretary to publish information on distance/merit scrolls in the TEERA Newsletter

c) Letter to Janine Parr to inform Janine Parr that her protest was not upheld. (Rule V10.1 and Rule V13.2)

d) Pat to bring open trophy to meeting to list previous winners in the newsletter.

e) Tracey to get fluids from Darren.

f) Discussion of processes for vets. Pat Hodgetts to draw up a brief list that the Chief Steward can disseminate to vets at each ride.

g) Invoicing users of fluids. Pat Hodgetts to create a form to record and invoice fluid treatments.

h) Computers: Trent will ask Di Walsh to purchase 2 computers an external hard drive and a printer.

i) AGM for the State Champs Committee is Tuesday 9th April.

j) Scales: Pat has taken them to Mersey Sheet Metal to see if they can build a box so that lid is unclipped and scales don't have to be removed from the box. This is to prevent repeated repairs being needed for the

scales. Quote is \$350. Agreed to trial the box on one set first. Nicole suggested inclusion of drainage holes for wet rides.

Motion: *SMC have a protective box made to trial for one set of scales.* Moved Pat Hodgetts, Sec Tracey Wyllie

- k) Arrows: Pat Hodgetts to count ones returned from TQ12. SMC will purchase an additional 3 sets. Kentish and the Pink Ride to be supplied with arrows at no charge. Other clubs who already have a set can and purchase extras from the SMC. Letter to inform all clubs.
- l) If a person ticks "day member" on the online entry we need an alert to indicate that they should contact Pat for Day Membership 4 days prior to the ride. Kaye to ask Kevin to include this on the on line entry form.
- m) Log book of horse whose teeth had not erupted but had completed a ride prior to the State Champs. (Esprite Jeremiah ESP 72439) ridden by Linda Smith. Phone call received indicating someone would attend the meeting. No one attended meeting and the log book was not presented as requested. Secretary to send letter to inform the owner that the horse is ineligible to compete in any affiliated AERA ride in Australia and that this will be noted on the database.

9. Date of next meeting May 6th, 6:30pm

10. Meeting closure 9:50pm



TASMANIAN EQUINE ENDURANCE RIDERS ASSOCIATION INC

STATE MANAGEMENT COMMITTEE

Minutes

GENERAL MEETING
Monday 6th May 2013
6.30pm

- 1 **Present:** Penny Barnes, Alf Barnes, Pat Lamprey, Tracey Wyllie, Denise Williams, Kaye Mitchell
- 2 **Apologies:** Trent Huxtable, Robyn Nibbs, Nicole Ford, Pat Hodgetts
- 3 **Minutes of previous meeting**
Motion: *Minutes of the previous meeting are a true and correct record.* Moved Alf, Sec Tracey
- 4 **Business arising from minutes**
 - a) Purchase of microchip scanners: Nicole has priced two. \$198 or \$360 plus GST. \$198 one only reads microchips commonly used for dogs and cats. Discuss at next meeting when more are present.
 - b) Purchase 10 stop watches for TPRs. Nicole has priced stopwatches at \$12.95 from Leading Edge and \$16.95 from Dick Smith. Suggested getting lanyards with TEERA printed on them and getting TEERA engraved on the watch itself.
 - c) Publication of ride results: Trent not available for progress report.
 - d) Open trophy: Pat Lamprey to obtain from it a list of names of previous winners for publishing in the newsletter.
 - e) Fluids for horses at rides: Tracey has collected the fluid from Darren Duniam. Tracey now has all the fluids. Kept in gooseneck above the bed or in a cupboard under the sink. Tracey will arrange for someone else to take them if the Wyllie's are not going to a particular ride.
 - f) Processes for vets: Left until Pat Hodgetts is present.
 - g) Form for recording and invoicing for fluid treatment: Left until Pat Hodgetts is present.
 - h) Scales: They are now in a protective box. Now need to purchase an adaptor cord. Estimated cost \$370.
 - i) Arrows purchase: Left until next meeting. Need to count arrows returned from TQ12. SMC will purchase an additional 3 sets.
 - j) Online entry has been updated so that a prompt asks riders wanting day membership to contact Pat Lamprey prior to the ride.
 - k) Log book of Esprite Jeremiah ESP 72439 has been handed to Tracey.
 - l) NWEA arrow return: No response to a letter requesting the return of arrows.
 - m) Log book corrections for Jared Pickering's horses still need to be done. (Vandiemans Cheeky(VAN72348) and Glanheathen Curio (GLA720484)
5. **Treasurer's Report** Financial Statement for April tabled.
Motion: *Treasurer's report be accepted.* Moved Tracey, Sec penny

6. Correspondence In/Out

IN	Denise Williams (Chief Steward report for State Champ Fundraiser) 160 km rider number 14, Sarah Wells, withdrew after approaching checkpoint from wrong direction.
	Greg Johnson(Chief Steward report for Kentish ride)
	Trish Smith (email re teams for the TQ13). SMC members will get a Tas team together at the Quilty. EOI of people wanting to be in a TAS team.
	Sonia Hodgetts(email re sporting leave)
	Ieva Peters(email AERA meeting notes for July 2012)
	Bronwyn Cuthbertson (email re Kristen Flint also being Christine Flint in database) forwarded to Pat Lamprey
OUT	Kevin Brewster (email of changes to ride entry, calendar update to include Bushwackers ride, delete Debbie Grull as AERA delegate on website)
	Janine Parr (letter re protest from Lebrina ride not upheld)
	Jodie Hutchins(confirmation of Bushwackers ride, Aug 10 th)
	Karen Pearce(letter re Esprite Jeremiah with a copy sent to Linda Smith, the rider concerned)
	Jodi Smith (emails for newsletter items: minutes of Feb 26 th and April 8 th , information regarding distance scrolls, forms for TPRs)
	Letters(Denise Williams, Pat Lamprey and Chris Mahoney re Chief Steward for TQ13 and TQ14)
	Letter of no objection(Jeremy Robertson and Kristen Flint)
	Sandy Little(email query re Kristen Flint also appearing as Christine Flint in database)
	Letter(Trish Smith, Sonia and Kaye Mitchell to support application for "sporting Leave")
	Graeme Bucknell (needs more arrows for NEEEC club)
	Evelyn Brereton(Secretary of STER, re return of large scanner)
	Debbie Grull (email response to inquiry about publication of ride results)

7. Reports

- a) Membership 197
- b) AERA report Notes of July meeting have been received by email. They are available on AERA website.
- c) Rule/items for newsletter: Highlighting the rule that states that horses are not to leave the ground until the log book is signed by vet and ride secretary. Rule H14.1 Failure to comply could result in disciplinary action.

8. General Business

- a) Kaye to email Kevin re cancelling Boomers Creek
- b) Jill Sheehan ride that was scheduled for July 20th is now the State Champs no Frills Fundraiser (20,40,80) to be held on July 27th. Kaye to update calendar.
- c) The SMC is looking for EOI for someone to do the newsletter ASAP. If no one is forthcoming the newsletter may no longer be published. Publicise on the website.
- d) Penny will supply registration stickers and these, with the forms, will be with Tracey(assistant registrar) at rides . Tracey to forward completed forms to Penny.
- e) Membership of volunteers. Only TPRs need to be members.
- f) 40km rider ran out of time at the Kimberly ride. Pat checked with Graeme Bucknell to see if, in WA, a rider could leave the ride base and commence the ride when they chose and come back in within the time from when they left according to their own watch. According to Graeme this is not the case. Maximum time is up to the ride

committee. In this instance the rider did not complete the ride within the allowed time and hence was disqualified.

- g) Kaye asked about a copy of the letter from Ros Flanagan. Tracey was able to send again via email. Kaye to inform Darren that he needs to put his request for a copy of the letter in writing.
- h) Pat Lamprey produced a pamphlet regarding a microchip that could be carried by riders on a lanyard. This could be scanned at a checkpoint rather than have a person at the checkpoint recording rider numbers. Cost about \$1500. Denise noted that the Lanyard could be passed to another rider and scanned.
- i) July AERA meeting 19th July.

9. Date of next meeting: 1st July. May be a Special general if there are any second votes at the AERSA meeting.

10. Meeting closure: 10:35 pm



TASMANIAN EQUINE ENDURANCE RIDERS ASSOCIATION INC

STATE MANAGEMENT COMMITTEE

Minutes

GENERAL MEETING
Monday 1st July 2013
6.30pm

- 1 **Present:** Trent Huxtable, Pat Lamprey, Tracey Wyllie, Pat Hodgetts, Denise William, Kaye Mitchell
- 2 **Apologies:** Robyn Nibbs, Nicole Ford, Alf Barnes, Penny Barnes
- 3 **Minutes of previous meeting**
Motion: *Minutes of the previous meeting are a true and correct record.* Moved Tracey, Sec. Pat Lamprey
- 4 **Business arising from minutes**
 - a) Purchase of microchip scanners: Nicole has priced two. \$198 or \$360 plus GST. \$198 one only reads microchips commonly used for dogs and cats. Nicole to purchase 4 @\$198.
 - b) Purchase 10 stop watches for TPRs. Nicole has priced stopwatches at \$12.95 from Leading Edge and \$16.95 from Dick Smith. Suggested getting lanyards with TEERA printed on them and getting TEERA engraved on the watch itself.
 - c) Open trophy: Obtain from it a list of names of previous winners for publishing in the newsletter(Pat L)
 - d) Processes for vets (Pat H)
 - e) Form for recording and invoicing for fluid treatment (Pat H)
 - f) Scales update. Adaptor cord. Pat will check and purchase this.
 - g) Arrows purchase. Request from NEEEC for arrows for their next ride. Meander Pink ride have leg 1 and leg 3 arrows. Nicole to purchase 1000 leg 1 arrows, 1000 leg 2 arrows. Order form is on AERA website. Have the delivery sent to Pat Hodgetts.
 - h) Jared Pickering's log book corrections. This will be done at a ride when log books are available.
 - i) Quilty team. Comprised Kaye Mitchell, Alice Mitchell, Trish Smith and Helen Astell. Entry paid by Denise Williams who needs to be reimbursed by TEERA.
 - j) AERA meeting 19th July.
5. **Treasurer's Report:** Financial Statement for May tabled.
Motion: *Treasurer's report be accepted.* Moved Denise, Sec Tracey
6. **Correspondence In/Out**

IN	Linda Smith (letter concerning horse whose teeth were not in wear) log book also handed to Tracey
8/5	Bonnie Riddle (email re survey on Management of Endurance Horses- available on Aussie End.)
8/5	Evelyn Brereton (email to arrange return of large scanner from STER)
12/5	Denise Williams (email acceptance of invitation to CS at TQ13)
	Jodi Smith(email re letter supporting sporting leave)
20/6	Jodi Smith (email re submitting Angela Hawks article on TQ13 to Qld Endurance News)

15/5	Darren Duniam (email request for a copy of letter from Ros Flanagan tabled at previous meeting)
9/5	Ieva Peters(email AERA meeting notes for Nov 2012)
15/5	Anne Barlow (email query re cheque from TEERA for TQ13, forwarded to Nicole). TQ12 sent cheque to TQ13
20/6	Trish Smith (email requesting updated calendar be sent to Aon)
20/6	Sonia Hodgetts fwd email from Sonya Ruprecht, AERA Insurance Officer re updated calendar)
26/6	Kelli Parker (copy of flyer advertising community meeting re horses and road safety)
28/6	Graeme Bucknell (further email inquiry re arrows for NEEEC)
OUT	Kevin Brewster (calendar updates, update Trent's email, updated point score)
19/5	Darren Duniam (email copy of letter from Ros Flanagan tabled at previous meeting)
	Jodi Smith (email letter supporting sporting leave)
21/6	Sharon Cox, Aon (updated calendar)
	Jodi Smith (email re informing members on website that a newsletter volunteer is needed for newsletter to continue)
25/6	Jodi Smith (email newsletter item re horses leaving ride base without signed books and updated point score)
30/6	Graeme Bucknell (email to confirm need for arrows will be raised at July meeting)
30/6	Sonya Ruprecht, AERA Insurance Officer (email copy of updated calendar)

7. Reports

- a) Membership 197
- b) AERA report: Trent to write a report for AERA before Thursday July 4th
- c) Rule/items for newsletter: Information about work done to enter information into the database and plans to hold a workshop for members interested in using the database.

8. General Business

- a) Letter from Linda Smith and log book for Espirite Jeramiah tabled and discussed. Kaye to respond in writing to points raised by Linda and to inform her that the rides completed when the horse's teeth were not in wear will be cancelled. Include an invitation to attend the next SMC meeting. Copy of the letter to go to Karen Pearce, the owner of the horse.
- b) Clarification about cheques from TQ13. This was from the TQ12 committee not TEERA. (Pat Hodgetts)
- c) Newsletter volunteer: Jodi has indicated that she is happy to continue for the time being.
- d) Water damaged log book for the horse Moment (MOM72252) was tabled. Blank Pages 7 onwards cancelled. New log book has been issued.
- e) On membership form for next year we need DOB and cost of a bib is \$35. Optional insurance to be confirmed by Aon in November.
- f) All members are entered in the database. Nicole and Trent have worked hard to enter ride results, most of which were lost when laptops were updated by Peter Johnson(about 30 hours work). Kaye to invite Steve Swan to work with us on a weekend when we don't have a ride. Letter to be sent to each club to send a rep or reps to attend the workshop.
- g) Norma Laterveer and Annie Miller returned bibs, 265 and 267. Refund to be sent.
- h) One CS red vest size XL for Greg Johnson. Pat H will sort others out at the weekend.

- i) Pat Hodgetts noted the problem of record keeping for horses doing training rides on vet cards. There is no horse ID on the vet card. The vet has the discretion on the day to not start the horse if it is deemed to be in unsuitable condition.
- j) Steve Roberts, a retired vet, is running a vet seminar on 28th June in Canberra. Pat Lamprey and State Championship Committee to organise a similar session for Tasmanian vets.

9. Date of next meeting: Monday 5th August

10. Meeting closure: 9:07pm



TASMANIAN EQUINE ENDURANCE RIDERS ASSOCIATION INC

STATE MANAGEMENT COMMITTEE

Minutes

GENERAL MEETING
Monday 5th August 2013
6.30pm

- 1 **Present:** Tracey Wyllie, Trent Huxtable, Nicole Ford, Pat Lamprey, Robyn Nibbs, Pat Hodgetts, Kaye Mitchell, Denise Williams(7:30)
2. **Apologies:** Alf and Penny Barnes
3. **Minutes of previous meeting**
Motion: *Minutes of the previous meeting are a true and correct record.* Moved:Tracey, Sec Pat H
4. **Business arising from minutes**
 - a) Purchase of stop watches for TPRs. Nicole purchased 10 stopwatches. Total \$104. TEERA is engraved on them.
 - b) Purchase of microchip scanners: Scanners for \$198 no longer available. Quote for three RT100 scanners is \$1080, shipping \$9 and GST \$108.90 =Total \$1197.90. 12 Month warranty.
Motion: *TEERA purchase 4 scanners.* Moved Pat L, Sec Robyn.
Pat will purchase one of the four privately. People who complete the TPR course get a stopwatch with a number 1 to 10. When they TPR 3 rides they return the stopwatch and are issued one of their own. If they don't do their 3 rides within 18 months then they will be asked to return the stopwatch provided on completion of the TPR course.
Motion: *TEERA purchase 10 stopwatches in addition to the 10 recently purchased by Nicole.* Moved Pat Lamprey, sec Kaye
 - c) Open trophy: Obtain from it a list of names of previous winners for publishing in the newsletter(Pat L) Ongoing
 - d) Processes for vets (Pat H) Ongoing
 - e) Form for recording and invoicing for fluid treatment (Pat H) Ongoing
 - f) Scales update. Adaptor cord. (Pat L) Ongoing
 - g) Arrows purchase. Request from NEEEC for arrows for their next ride. Meander Pink ride have leg 1 and leg 3 arrows. Nicole to purchase 1000 leg 1 arrows, 1000 leg 2 arrows. Arrows have been ordered and payment sent. Arrows not yet made as of July AERA meeting. They will be included in the next AERA order.
 - h) Jared Pickering's log book corrections. Corrections for Glanheathen Curio (GLA720484) done at this meeting. Corrections Vandiemans Cheeky(VAN72348) will be done at a ride when log book is available.
 - i) Aerospace workshop(Kaye) At least 6 participants. Pat to look into getting the Sassafras Primary School. Need internet access.
 - j) CS Vests(Pat H) Two more chief stewards doesn't have a vest. Helen needs a medium one and one for Chris XL.
Motion: *TEERA purchase two more CS vests, one medium and one XL.* Moved Tracey, sec Nicole
 - k) Return of Espirite Jeramiah's log book. Log book amended as previously minuted. Need to alter riders lifetime kilometres on aerospace. Speak to Steve Swan when he comes down for the workshop. Log book to be returned at Castra ride.

5. Treasurer's Report:

Motion: *Treasurer's report be accepted.* Moved: Tracey sec Robyn

Trent will contact Penny and request receipt books. No receipts received since January. Money has been deposited. Need receipts to reconcile bank statements.

6. Correspondence In/Out

IN	
2/7	Kevin Brewster (email re reimbursement for expenses forwarded to Nicole)
9/7	Trish Smith(email offer to enter ride results in the database)
11/7	Ieva Peters (email Agenda for July AERA meeting, AERA Social Media Policy, TQ15 AERA submission)
15/7	Steve Swan (two emails re TEERA's request to run a database workshop in September)
17/7	Ieva Peters (email update EA-AERA agreement for discussion at AERA meeting)
17/7	Debbie Grull(email congratulations to TEERA on getting ride data on aeraspace)
	Helen Bowkett (CS reports for Pink Ride and STER, Fonhill and email re updated Risk Management Policy)
20 th -26 th /7	Anne Barlow(x3 emails): return of horse log books from TQ13, and copies of IVT forms) Log books to be given to Noe Lockhart and Jarrod Pickering at the next ride.
9/5	Ieva Peters(email FEI Course for Endurance Officials)
22/7	Debbie Grull x3 emails(Calendar gap in Sept. TPR course, cheque in mail for 2014 Oss Foley ride)
26/7	Debbie Grull (email: Does the insurance part of the ride affiliation fees as per the ride return, have to be paid before or after the endurance ride? The public liability and volunteers Insurance is paid with ride return after the ride.
29/7	Ieva (email AERA Hendra Management Strategy to be displayed on website) Save as a PDF and fill it in.
26 th /29 th /7	Helen Bowkett (emails re making CS report available on the website and updating it. WAERA CD report attached) Save as a PDF and fill it in.
1/8	Di Walsh (email to arrange return of NWECA arrows)
1 st /2 nd /8	Ieva Peters (email re recommended vet fees for 2014 and compiling a list of treatment vets in each state)
23/7	Fran Jordan (email re data base errors)
29/7 & 1/8	Graeme Bucknell (x4 (emails re NEEEC elevator ride on 14 th Sept)
2/8	Sonya Ruprecht (email query re COC from NEEEC)
OUT	
2/7	Jodi Smith (email newsletter items: ride results in database, minutes from May 6 th SMC meeting)
11/7	Graeme Bucknell (availability of arrows for Scottsdale ride)
15/7	Steve Swan (x2 emails: request to run aerospace workshop)
	Linda Smith and Karen Pearce (letter re decision on whose teeth were not in wear)
22/7	All club secretaries and cc to Steve Swan (invitation to aerospace workshop)
1 & 2/8	Graeme Bucknell (x3 emails re proposed elevator ride on 14 th Sept)
2/8	Sonya Ruprecht (email to inform that calendars details yet to be confirmed by NEEEC and SMC)

7. Reports

- a) Membership 220
- b) AERA report:

- Time slip books are in duplicate and can be purchased from AERA
 - Going to do a National Day Card
 - Send cost of laptops to AERA and request a refund from the National ride standard money. Stopwatches, scanners and Steve Swan's airfare can come out of this.
 - Need to know who are paying PA insurance and who aren't.
 - Sonya and Elaine Williams must be advised of calendar changes
 - FEI has approved vet course for September
 - Hendra policy ongoing
 - Ownership of the original TQ cup: Trent to seek information from Laurie Nicol.
 - Extra clause in front of new log books. The log book is for sole use for AERA rides.
 - Changes to A5.3
 - Query why SA team wasn't selected. It is not and FEI or AERA ride. No team manager or selection team.
- c) Rule/items for newsletter: Dangerous horses in the vet ring.

8. General Business

- a) Aeraspace workshop scheduled for 6th/7th September.
 - b) Risk Management Policy as raised by Helen Bowkett. The AERA policy is the TQ12 policy. Minuted that SMC adopt the AERA risk management policy. Within the next few weeks there will be a copy on the AERA website.
 - c) Lebrina ride BC corrections and other ongoing corrections. Try to sort out at the workshop with Steve. Need to have someone making corrections as we are advised of errors. Members to be encouraged to notify that person of errors while the ride results are published as "unverified".
 - d) Log books returned from TQ13 and IVT forms. To be taken to next ride and returned to owners.
 - e) AERA Hendra Management Management Strategy to go on website. (Kaye to contact Kevin)
 - f) FEI officials course coming up. Advertise on website. (Kaye to contact Kevin)
- Revising and making CS report available on website. CS report is already available on the website.
- g) Discussion of NEEEC proposed ride for 14th Sept. Trent phoned Graeme and confirmed that Helen Bowkett will be the CS. Pat to contact Graeme and inform that they need to have a treatment vet on call or a third vet on site. For the first Scottsdale ride, two vets must be in the vet ring at all times up to 60 horses total for all distances.
 - h) Tasmanian report in the Quilty magazine. Missing a photograph of the middle weight and overall winner. Concerns noted. Very disappointing.
 - i) Ask Kevin to put advertisements in the "members advertisements" section on the website. Other items need SMC approval before posting on the website. Kaye to contact Kevin.
 - j) Dangerous horses in and around the vet ring. TPR should not have to hold a horse misbehaving at vet ring. Bring your own strapper in. Horses may be disqualified. Warning can be written in the log book of the horse.
 - k) Pat Lamprey interested in going to WA Quilty.
 - l) Trent. Qld offering services of their registrar to do all registrar work. Should we have a national registrar? Also, they are inviting us to joint their national newsletter. Do we pay someone an honouree to do the registrar work? To be considered for future meetings.
 - m) Bradley Hill suggested Barnbogle as sponsors for Quilty's down the line.

9. **Date of next meeting:** Sept. 2nd.

10. **Meeting closure: 10:34pm**



TASMANIAN EQUINE ENDURANCE RIDERS ASSOCIATION INC

STATE MANAGEMENT COMMITTEE

Minutes

GENERAL MEETING
Monday 2nd September 2013
6.30pm

- 1 **Present:** Alf Barnes, Penny Barnes, Trent Huxtable, Robyn Nibbs, Pat Lamprey, Pat Hodgetts, Kaye Mitchell
- 2 **Apologies:** Tracey Wyllie, Nicole Ford, Denise Williams
- 3 **Minutes of previous meeting**
Motion: *Minutes of the previous meeting are a true and correct record.* Moved Pat Lamprey, Sec Robyn
- 4 **Business arising from minutes)**
 - a) A further 10 stop watches for TPRs purchased and numbered.
 - b) Open trophy: A list of names of previous winners for publishing in the newsletter: Shirley Clinton x3, Max Denney x1, Les Lette x1, Graeme Jones x1, Max Lockhart x2, Cecil Lockhart 1, Noel Lockhart x2, Audrey Gardam x1, Doug Lockhart x3, Claude Filleul x2, Alan Wyllie x1, Merv Brown x1, Lyn Nicolle x1, Peter Treloar x1, Denise Foley x1, Kerryn Mahoney x3, Tony Purton x3, Phillip Robertson x1, Royce Martin x1, Jill Grant x1, Janine Parr x2, Heather Johnson x1, Kaye Mitchell x1
Kaye to put in newsletter.
 - c) Processes for vets: Ongoing(Pat H)
 - d) Form for recording and invoicing for fluid treatment: Ongoing(Pat H)
 - e) Scales update and adaptor cord. Ongoing (Pat L)
 - f) Aeraspace workshop: Kaye to speak to Rachel Brown at Sassafras Primary regarding internet access. Pat to pick up Steve at 12:45. Kaye to ask each person to bring a plate.
 - g) CS Vests: Ongoing(Pat H)
 - h) Consider the Western Australia CS report. Ongoing(Kaye to provide copies)
Ask Kevin to make CS report available as Word doc as well as PDF.
 - i) Cheque has not been deposited. Kaye to check what has happened to cheque posted to Dunally Primary. Ongoing.
 - j) Arrows from AERA have arrived and are at Pat Hodgetts place. Clubs to contact Pat with numbers required. Kaye to put in newsletter.
Motion: *Clubs that have been issued with 110 arrows for legs one and two be supplied with an extra 40 arrows for each leg at no cost. Additional arrows will be charged at \$1.* Moved Pat H, Sec Penny. Carried.

Note: Clubs that have not yet requested arrows and need them should contact Pat Hodgetts ASAP.
5. **Treasurer's Report:**
Motion: *Treasurer's report be accepted.* Moved:Penny sec Robyn

Motion: Term deposit of \$80 000 to be reinvested on 6th Sept. Moved Pat L, Sec Alf Carried.

6. Correspondence In/Out

IN	
7/8	Jodie Luck (email requesting that we advertise the SA State Champs on Oct 5,6,7)
14/8	Debbie Grull (email informing of revised date for TPR course)
14/8	Ieva Peters (email notice of November AERA meeting on 15,16,17 th).
27/8	Steve Swan (emails re database workshop in September, including invoices for travel expenses). Forwarded to Nicole
16/8	Portland Endurance Riders (letter to request that Pat Green be considered for TEERA life membership) Highlights the need criteria for life membership. Penny will look into what other states and sporting clubs do.
2/9	CS report for Scottsdale ride.
OUT	
2/7	Kevin Brewster (email requesting TBC be removed from Sept 14 ride as it is now approved by the SMC)
	Kevin Brewster (emails re informing members of AERA information, such as Hendra policy, FEI courses for officials and vets, placement of members adverts, and advertising SA State Champs)
	Debbie Grull (email to inform when to pay public liability and volunteers Insurance.)
2/9	Kevin Brewster, Sonya Ruprecht, Sharon Cox and Elaine from AERA (email with calendar update to show venue change for BEER ride, name change for NEEEC ride, database workshop and TPR course.
2/9	Jodi Smith (email newsletter items-dangerous horses in vet ring and minutes of July meeting)

7. Reports

- a) Membership: 223
- b) AERA report:
- c) Rule/items for newsletter: Highlight Rule V 3.4 regarding trotting out of horse in the vet ring. Also H 5.1 c) and H 5.3, regarding the 90 day rule for novice horses. If a member is unsure about the latter they should ask the log book registrar or a CS.

8. General Business

- a) Aeraspace workshop scheduled for 6th/7th September.
- b) NEEEC ride for 14th Sept. (Denise's concerns re advertising as 120km). Trent phoned Graeme during this meeting and confirmed that it is an elevated 120km ride.
- c) Tasmanian rules request by Helen Bowkett (Pat Hodgetts) Tasmanian rules are over ridden by AERA rules. Pat will provide a copy of the Tasmanian Rules to Helen.
- d) Discussion of rider etiquette towards vets in the vet ring and contact with them post ride. Note in the CS report from the Scottsdale ride regarding a rider who swore in the vet ring. Vet concerned very upset. Trent to write a letter to the member involved.
Celine received a bitter phone call from Debbie Grull during the evening after the Castra Ride. Laurie Nicolle also received a call. She indicated that if Celine was vetting a conflict of interest would be declared. Celine may not be registered in Tasmania, however, interstate vets can do vet ring vetting. No action can be taken unless SMC receives a formal complaint.
- e) Obituary notice to go in the newsletter for Robyn Perry (nee Blazely). Robyn did at home mid August. She was a foundation member. Some of our older members may remember her black horse Rangī in and around Armistead/Kimberley.
- f) Pat Lamprey: Calling for a float during a ride. The rider needs to speak directly to the CS, use the official contact number or ask a checkpoint person to make contact. They should not relay the message via someone else (another rider). Having called for a float they should wait where they made the call and not move on.

- g) Kaye to email Graeme Bucknell re hazards noted on the Scottsdale ride so that they can be fixed for the upcoming elevated ride.
- h) EA. The agreement with EA has collapsed and AERA will decline the EA offer of 2013.

9. Date of next meeting: Monday 7th October

10. Meeting closure: 10:30pm



TASMANIAN EQUINE ENDURANCE RIDERS ASSOCIATION INC

STATE MANAGEMENT COMMITTEE

Minutes

GENERAL MEETING
Monday 7th October 2013
6.30pm

- 1 **Present:** Trent Huxtable, Tracey Wyllie, Nicole Ford, Pat Lamprey, Robyn Nibbs, Kaye Mitchell, Pat Hodgetts
- 2 **Apologies:** Alf and Penny Barnes
- 3 **Minutes of previous meeting**
Motion: *Minutes of the previous meeting are a true and correct record.* Moved Robyn, Sec Pat L, Carried
- 4 **Business arising from minutes**
 - a) Open trophy: A list of names of previous winners published in the July/August Newsletter and a request for suggestions of where to keep this trophy. No responses. Expression of interest from Tony Purton to act as caretaker for the open trophy but only if no other offers forthcoming. Motion: Open Trophy resides at Tony Purton's place for the time being. Moved Tracey, Sec Trent. Carried.
 - b) Processes for vets: Will be done at the accreditation course the day after the state champs.
 - c) Form for recording and invoicing for fluid treatment: Ongoing (Pat H)
 - d) Scales update and adaptor cord. All fixed.
 - e) Aeraspace workshop. Went well.
 - f) CS Vests: Ordered directly from Jacqui Swann (Pat H)
 - g) Request for the Western Australia CS report be considered as an alternative to our current form. Considered. Consensus that the current form provides a more comprehensive checklist that prevents things being overlooked. Eventually it is likely that there will be a national CS form.
 - h) Donation to Dunalley Primary School earlier in the year. Cheque has not been deposited. Kaye to check what has happened to cheque posted to Dunalley Primary. Ongoing.
 - i) Tasmanian Rules: Pat H has a copy of TEERA rules. Now only 5 existing, those being 6,9,12,13,14. We need to review with a view to removing the Tasmanian rules at the next AGM. Primary source of governance is AERA rules.
 - j) Rider etiquette in the vet ring. Some discussion of this. Suggestion that a reminder be put in the newsletter. Decision to leave until next edition as the coming one already contained quite a few reminders. (rules regarding running out horses in the vet ring, 90 day rule and calling for a float during a ride).
- 5 **Treasurer's Report:**

Motion: Treasurer's report be accepted and accounts paid. Moved Tracey, sec Pat L. Carried
Term deposit of \$81 951.56 reinvested for 4 months.
- 6 **Correspondence In/Out**

IN	
28/8	Oss Foley Memorial Riders(Ride Nomination form for 2014 Calendar and cheque)
14/8	Greg Johnson(CS report for Upper Castra ride)
14/8	Dr C Lee (Letter re inappropriate conduct of rider)
12/9	Steve Swan (email re who needs to enter what into the data base) Email re how to download V2.10 Email re inclusion of TQ points from TQ. Unless altered the database will include these. Leave TQ points in at present and then take this to the AGM for members to decide. Email re need for computers to have MS Office or Adobe Acrobat reader on them.
9/9	Matha Sear, Senior Curator at the National Museum of Australia (email request that TEERA contact Sonia Brown-Cordell and Anita Hutchins to gain permission for publication of TQ13 photographs). Trent replied indicating that he would forward her email to the two riders.
9/9	Graeme Bucknell(email response to hazards noted in email from Kaye) Bridge resurfaced, caution signs prior to riders reaching the bridge and will endeavour to find and mark hole in the bitumen
18/9	Sonya Maree Kok Photography(email link to view photos from the Aayan Dubai Endurance Challenge 2013)
7/10	Helen Bowkett(CS report for the NEEEC-Aayan Dubai Endurance Challenge)
OUT	
9/9	Graeme Bucknell (email re hazards noticed at the Jolly Lette Memorial Ride)
12/9	Steve Swan (emails to thanks Steve for running workshop, and to indicate that points he raised in his emails would be addressed at the next SMC meeting)
6/10	Kevin Brewster (email requesting that CS report be available as a word doc as well as a PDF)
6/10	Jodi Smith (emails to publicise availability of arrows, and highlight rules regarding running out horses in the vet ring, 90 day rule and calling for a float during a ride in the next newsletter)
	Helen Bowkett (CS report for Aayan Dubai Endurance Challenge with notes attached)

7. Reports

- a) Membership:228
- b) AERA report: To be written by Pat Hodgetts before the November meeting.
- c) Rule/items for newsletter: As in "correspondence out" 6/10

8. General Business

- a) Notice of motions for AGM. Form goes out along with nomination form for the SMC 2014. Five outgoing members are Trent Huxtable, Denise and Nicole Ford, Kaye and Penny. Need to change the date on the form. Closing date 2 Dec.
- b) Appoint interim data input person to get results up to date. This will be Pam Shadbolt and EOI for this task next year will be called for at the AGM.
- c) Trent has done an inspection of the Nietta ground for the Gordon William Memorial Ride to ensure concerns previously raised were addressed. Additional camping for larger vehicles available adjacent the previously used area, parking for spectators and single vehicles in an alternative area. Central Coast Council may provide toilets to sporting groups free of charge. Kaye to send letter indicating approval of the proposed changes and making the BB riders aware of the possible availability of toilets.
- d) Newsletter needs to come out with forms by 1st November if we are to include the Notice of Motions for the AGM and Nomination form. Kaye to contact Jodi.
- e) Letter of complaint received from Dr Celine Lee concerning contact made by of Debbie Grull post ride was tabled and discussed. Kaye to send letter requesting that the rider concerned attend the next November 4th meeting to address the concerns raised.

9. Date of next meeting: 4th Nov.

10. Meeting closure: 10:35



TASMANIAN EQUINE ENDURANCE RIDERS ASSOCIATION INC

STATE MANAGEMENT COMMITTEE

Minutes

GENERAL MEETING
Monday 4th November 2013
6.30pm

- 1 **Present:** Nicole Ford, Trent Huxtable, Pat Lamprey, Pat Hodgetts, Robyn Nibbs, Kaye Mitchell, Denise Williams
- 2 **Apologies:** Alf and Penny Barnes, Tracey Wyllie
- 3 **Minutes of previous meeting**
Motion: *Minutes of the previous meeting are a true and correct record.* Moved Pat L, Sec Nicole
- 4 **Business arising from minutes**
 - a) Form for recording and invoicing for fluid treatment: Ongoing (Pat H)
 - b) Donation to Dunalley Primary School earlier in the year. Cheque has not been deposited. Kaye contacted the school. The letter and cheque were not received. Nicole to cancel previous cheque and send another one.
 - c) Rider responding to letter of complaint attending at 8:00pm.

Trent welcomed Debbie and Denis at 8:00pm.

Debbie put her version of events that had taken place prior to her making a phone call to Celine After the Upper Castra ride, as follows: At The TSCC ride at Sassafras on the 27th of July Debbie ran out a novice horse that had been ridden by another rider. Celine asked Debbie whose horse it was. It vetted out lame. Debbie asked to run this horse out for Pat for a second opinion. Pat upheld Celine's decision. Debbie could find nothing wrong with it. No comment made from Debbie at Sassafras regarding this. Debbie said that she can accept a vet out decision and has done before.

At the end of leg one at The Upper Castra ride on the 10th August. Celine vetted Debbie's horse out lame, but Debbie couldn't find anything wrong with it. Debbie said that she was disappointed but not going to pay a fee and lodge a protest at ride because it is not good for the sport and she didn't make a scene publically. Also she had a fear of reprisals, as Denis had other horses on track.

Debbie felt she was being penalised for asking for a second opinion at Sassafras.

Denise pointed out that this is not the issue rather, that Celine was contacted post ride.

"What if Tony Purton rang you?" asked????

Debbie responded "He has done. I dealt with it."

She continued,

"I don't have anything to say about the phone call". In hind sight I probably should have lodged a protest or written a letter."

Pat Hodgetts said, "If it is any consolation to you Debbie, I witnessed both of these run-outs and I was satisfied that the horse was lame on both occasions."

Trent thanked Debbie and Denis for attending. Debbie and Denis left the meeting.

Pat Hodgetts said, "If it is any consolation to you Debbie, I witnessed both of these run-outs and I was satisfied that the horse was lame on both occasions."

Kaye questioned the claim that Tony had ever called Debbie post ride.

Due to other matters that needed to be discussed and some absentees from the committee this evening, the SMC deferred making decision until our next meeting.

- d) Darren Duniam responded to the letter sent to him by paying his membership.
- e) Review of Life Membership criteria. (Ongoing)

5. Treasurer's Report:

Motion: *Treasurer's report be accepted and accounts paid.* Moved Trent, Sec Denise, Carried
 Reimburse Megan a Campo \$100 for WiFi stick and Trent \$199.74 for stationary and computer freight.
 Moved Pat H, Sec Denise, Carried.

6. Correspondence In/Out

IN	
14/10	Sonia Hodgetts(email re putting Membership and Logbook "how tos" on the website, in newsletter and on the Tas Endurance facebook page.) Sonia should go ahead with this.
	Greg Johnson CS report for BEER ride.
14/10	Ieva Peters(email, AERA minutes)
16/10	Debbie Grull (email requesting copy of Celine's letter and a copy of relevant meeting minutes, drawing SMC's attention to rule A1.2, inconsistent procedure in the vet ring, and Tasmania legislation concerning the Veterinary Surgeons ACT 1987)
17/10	Debbie Grull (email re governance procedures; quote from NSWERA website re governance, also sent to Tom)
17/10	Debbie Grull(email cartoon)
21/10	Debbie Grull (email requesting a copy of the current constitution)
23/10	Debbie Grull (email: Thank you for copy of letter and relevant minutes and an indication that she would see us on the 4 th Nov regarding this)
24/10	Debbie Grull (email thanks for a copy of the letter and minutes and suggested amendment to more appropriate wording in the minutes)
26/10	Tom McCormack (email: Hendra Management Sub Committee report and recommendations to be discussed by SMC)
31/10	Sonia Hodgetts(email copy of letter from BEER re TEERA paying the cost of one vet for each ride) After discussion it was decided that paying for the cost of the first vet would not be sustainable in the long term. SMC suggests more sponsorship, higher entries and less expensive prizes
31/10	Jodi Smith (email: suggestion that an area of the TEERA website, only accessed by members, where the minutes, newsletter etc could be viewed on line)
	BIT BANK INTERNATIONAL(email from accompany advertising horse gear)
	Portland Endurance Riders Club Inc.(Ride nomination form for 2014 and copy of data from John Green Memorial Ride) Handed to Nicole
OUT	
10/10	Portland Endurance Riders (letter of response to life membership nomination indicating that SMC is currently reviewing criteria for life membership)
10/10	Daren Duniam (letter requesting 2013 membership payment)
10/10	Celine Lee(letter acknowledging her letter of complaint)
10/10	Debbie Grull (letter advising of letter of complaint tabled at the Oct meeting and request for her to attend 4 th Nov meeting to respond)

10/10	Helen Bowkett (letter with SMC response to WA CS report, putting our CS report online and current Risk Management Policy)
10/10	Black Bluff endurance Riders (letter approving Gordon Williams Memorial Ride following President's inspection of ground and advised improvements to ride base)
17/10	Debbie Grull (email response to request for a copy of the letter of complaint and the relevant minutes, indicating that advice was being sought and a response would be forthcoming ASAP)
21/10	Jodi Smith(email re getting newsletter out by 1 st Nov with 2014 Nomination Notice of Motion form included.
22,23/10	Jodi Smith (email: Aug, Sept, and last AGM minutes, election information, Nomination forms for 2014 SMC, Notice of Motions form for AGM)
23/10	Debbie Grull (email copy of letter of complaint, after phone call to Celine, and copy of the relevant minutes)

7. Reports

- a) Membership:229
- b) AERA report: Almost complete but not printed.
- c) Rule/items for newsletter: Rider etiquette in the vet ring. Rule M1

8. General Business

- a) Nicole suggested stickers to put on floats etc. She will get some prices on black and white and colour versions. Could give them out with membership.
- b) Robyn: People concerned with thin horses at rides. She has suggested that they write to TEERA regarding this. Concern for welfare of horses bad PR for the sport. Pat spoke to one rider at Portland. One was withdrawn. Ian Davidson found after riding time. Horse was OK. Log book has a blue sticker to warn of poor condition at rides. The horse withdrawn at Pyengana entered again Oss Foley. This horse has two "1"s for body score in a row. Pat to raise use of blue stickers at AERA meeting.
- c) Research by Pat H: 13/06/2008 stopwatches be issued to Probationary TPR's and returned if not used within 12 months.

TEERA's constitution is on a disc labelled Andrew Blake and resides with Denise Williams. At the AGM of 2007 it was discussed that the Tasmanian rules should be revised.

18/11/07 reminder to change junior age from 16 to 18. This was passed at the 2008 AGM. Trying to track when junior age and 14-21 days was changed in the constitution. This needs to be fixed in the constitution. Consumer Affairs don't have the current constitution. Need up to date and have copies printed for all committee members and make copies available on request to members.

- d) Motion: *The SMC sponsor a photo of the Open Winner taken by Matt Bennett. Photo to be framed and say "State Champion, 20..", along with a woollen rug stating the same and the horse and rider's name. This to be presented at the dinner.* Moved Denise, Sec Nicole Carried.
- e) Disappointed with video of the gallop finish up the bitumen road and both vetted out lame. Bad PR. Safety concerns to be discussed next meeting.
- f) State Dinner: 18th Jan Venue: Pat to check Axeman's for availability. Pat to check band, price per head, children's price. BYO or bar prices?
- g) Trent: Do we need another computer for rides? Motion: *SMC purchase 2 more laptops.* Moved Trent, Sec Kaye
- h) Discussion about people with GPS measuring rides. People should remember that distances may not be accurate on GPS because of hills.
- i) Gwenda Holland has asked for TEERA's feeling about including harness at rides. If the TEERA is open to this she will liaise with a committee. SMC welcome further exploration of this idea.

- j) Ride Calendar: Kaye is going to send a letter requesting further info like distances to secretaries. Also send a copy of draft calendar.
- k) Oss Foley ride: Started ride without CS? Did the CS ask someone else to start the pre-ride vetting? Debbie Grull presented a horse where the microchip sticker was stuck over code that didn't match the horse. She went home to get the sticker after the mismatch was noticed. Discussion of this. Would any other rider be able to do this?

9. Date of next meeting: 2nd Dec.

10. Meeting closure: 10:29



TASMANIAN EQUINE ENDURANCE RIDERS ASSOCIATION INC

STATE MANAGEMENT COMMITTEE

Minutes

GENERAL MEETING Monday 9thth December 2013 6.30pm

- 1 **Present:** Trent Huxtable, Alf Barnes, Tracey Wyllie, Pat lamprey, Robyn Nibbs, Pat Hodgetts, Denise Williams(left 9:40), Kaye Mitchell, Nicole Ford, Tania Jago arrived 7:15pm.
2. **Apologies:** Penny Barnes
3. **Minutes of previous meeting**
Motion: *Minutes of the previous meeting are a true and correct record.* Moved Robyn, Sec Trent
4. **Business arising from minutes**
 - a) Form for recording and invoicing for fluid treatment: Ongoing (Pat H)
 - b) Review of Life Membership criteria: Ongoing
 - c) Nicole to obtain information about the cost of purchasing stickers vehicles and floats.
 - d) Use of blue stickers to indicate previous low body scores. Tas vets will use them when necessary to draw attention to specific vetting parameters. (Pat H)
 - e) Update and copying of current TEERA constitution. Ongoing
 - f) Safety concerns re gallop finish on bitumen at Oss Foley ride. Discussion of this. A gallop finish line was marked on the road. Officials therefore must have deemed a gallop finish appropriate.
 - g) Presentation Dinner: Axeman's not available. Cherry shed with upstairs room to hold the meeting. Dance floor available. Camping out back or Wells free camping area in Latrobe. Discussed the 18th or 25th as possible dates. \$35 for two course (roast of 3 meats, plum pudding or cherry crumble). \$15 for 12 years and under. Pat to ask about a half serve for children. Decided on 18th January, 6:30 for 7:00pm start. AGM upstairs at 2:00pm.
 - h) Purchase of two additional computers. Ongoing (Trent)
 - i) Ride calendar finalised after discussion of dates requested by clubs. Ride Nomination form should be completed by clubs when requesting a ride date as this also allows club details to be updated. Send reminder to secretaries and put in newsletter. Club insurance form to go out to ride secretaries. (Kaye)
 - j) Decision re conduct of rider deferred from previous meeting. Majority vote for a three ride suspension. Kaye to send letter with person to person signature required.
 - k) Mismatch of microchip number and horse scanned. Discussed and finalised.
 - l) Section on website to put minutes, etc, as suggested by Jodi Smith last month. Can members only section be put on? Kaye will ask Kevin.
 - m) Notice of Motions for AGM and nominations for 2014 SMC. One only.
Motion: *TEERA pay a state database registrar to enter and update membership, logbook and horse registrations and ride results on a contractual basis or with an honorarium.* Moved Pat H, Sec Pat L
Nominations for 2014: 5 nominations received for the 5 positions available. No ballot needed.

- n) BEER letter re subsidising of vet (Kaye). Further discussion of this request. Vet fees about \$600 for 80km ride. It would cost in excess of \$12000 for TEERA to do this for all clubs. This would not be sustainable.

5. Treasurer's Report:

Motion: *Treasurer's report be accepted and accounts paid.* Moved Denise, Sec Alf

6. Correspondence In/Out

IN	
	Helen Bowkett(CS report from Johnny Green Memorial Ride-concerns re horses with low body scores, ribs need washing and no clock in bag) Clubs to supply own clocks.
8/11	Debbie Grull (copy of Master ride sheets, BC sheets, timekeeper sheets, Weigh in Sheet)
11/11	Megan aCampo (email re proposed NEEEC ride dates for 2014)
11/11	Ieva Peters (email copy of latest version of the constitution) Forwarded to SMC members, Agenda for AERA Nov meeting
12/11	Tom Perkins (email re endemic areas of the Black Flying Fox) Forwarded to SMC members
12/11	Ieva Peters (email various financial statements) Forwarded to SMC members
13/11	Pat Hodgetts(copy of email sent to Sue Martin and Jim Reilly to explain previous use of blue stickers in logbooks)
20/11	Tracey Wyllie (request for Letter of no objection to ride in UAE in Jan 2014)
25/11	Ieva Peters (email re affiliation and insurance fees for 2014) Forwarded to SMC. Insurance still under negotiation.
25/11	Ieva Peters (email notice of AGM and Nomination forms for 2014)
	Portland Endurance Riders (Nomination for 2014 ride and suggestion of a "double the points" ride). Tabled and discussed. Kaye to reply.
	Jodi Hutchins BBR (Letter and cheque to nominate Gordan William Memorial ride, plus a request for a date in Feb or April for the Upper Castra ride)
2/12	Pat Hodgetts (forwarded email of actions for SMCs from Nov 2013 AERA meeting)
3/12	Debbie Grull (copy of email to Kevin Brewster re posting body score info on website)
3/12	Debbie Grull (copy of email to Kevin suggesting "Helpful Articles" section on website with 5 attached articles to be included.
5/12	Greg Johnson (CS reports for Oss Foley and Gordon Williams Memorial rides. Noted disputed disqualification of Craig Wall for coming in under novice time)
8/12	Dale Press (letter re Gordon Williams Memorial Ride and start time and approach by CS after ride had finished.) Tabled and discussed.
2/12	Tim and Christine Matthews (letter concerning CS response to horse's behaviour in the vet ring at the State Champs) Tabled and discussed. Kaye to respond as per rule H10 and in particular 10.3. vet ring officials. The SMC have expressed concern about dangerous behaviour in the past.
8/12	Kentish council leaflet re horses and road safety tabled. Happy for our logo to be included provided that the comment "supporting road safety in our community" goes alongside.
8/12	Advert to go in the Arabian Horse news. Logo saying "supporting road safety in our community"
OUT	
9/11	Debbie Grull (letter to inform that decision re conduct was deferred until next meeting)
26/11	All Clubs and SMC members (email of 2014 draft calendar)
4/12	Debbie Grull (email confirming the merit of a "Helpful Articles" section and indicating that SMC would need to approve articles before they are posted).
5/12	Kevin Brewster (email to ask that items posted on website have SMC approval)

8/12	Tracey Wyllie (email Letter of No Objection)
5/12	All Club Secretaries and SMC (email to remind that calendar will be finalised on Monday the 9 th Dec)

7. Reports

- a) Membership: 234
- b) AERA report: Pat emailed the following list of actions from the Nov meeting.
 - Each state needs to commit to using Aeraspace to its full potential, particularly roles and data. Who has to put stuff in when – guidelines required, compulsory fields, data validation (volunteers, insurance, reports = billing) There will be ramifications next year(2014) in terms of AERA affiliation and insurance billing if data is incorrectly entered.
 - For discussion at SMCS – the concept of national person to do log books, calendar, mships, pointscore, suggested 10 day turnaround on log book, and how much would each state be prepared to pay?
Decision to advertise for someone to do this for Tas.
 - Ensure IVT forms up to date and vets metabolic ratings severe and mild (all up to date forms) are available.
 - Volunteer person from each state to help input historical data into aeraspace – scan msheets would be sent to them from Jo Bailey? Pre 2005 rides, so someone with historical knowledge and interest may find this task rewarding.
Nicole volunteered to do this.
 - Nominate a State bio security person to join a sub committee? To work with Dr Kathy Webb and Chris Nicholls. To be nominated by each state to be completed before AGMs, is draft form ok for AGMs? This is a necessary step forward in response to the Hendra threat.
Debbie Grull nominated for Biosecurity rep.
 - Identify who is prepared to be recognized as treatment vets and in longer term prepared to attend training, and states to update in AERA space.
 - New rule books should be out late March, early April.
 - Aeraspace – back history of committee role position holders each state to update own records
 - Insurance and affiliation fees have been sent separately.
 - Constitution conversation – each state to review their disciplinary/appeal processes – suggested NSW templates a good place to start. Likely outcome of AERA constitution proposals will result in a formal review being conducted and state constitutions being amended to reflect. AERA likely to look after all Medication Control breaches.
 - Spend your National ride standard \$ before June 2014, your delegates know the \$ number.
 - Water on course motion direction for second vote
- c) Rule/items for newsletter: Rider Etiquette in vet ring M1(Kaye)

8. General Business

- a) Concerns from a rider re Gordan Williams Memorial Ride. At 8:10pm Trent thanked Tania Jago for attending. Issues raised in a letter from Dale Press were discussed. Kaye to acknowledge Dale's letter and inform the CS of the concerns raised.
- b) Motion: *TEERA pay a state registrar to incorporate membership, logbook and horse registrations, along with ride verifications an honorarium or on a contractual basis.* Moved Pat H, Sec Pat L. Carried
To be discussed at the AGM.
- c) Pat L. TEERA pay for vet course lunch.
- d) \$20 donation for Sassafras fire Brigade
- e) Volunteer sheet add a spot for date of birth. Space for membership number. Needs updating. Check Vic. Ask Sonia Hodgetts to work with Kevin to update membership. Must include date of birth. Must include insurance options and dangerous activity waiver.

9. Date of next meeting: 18/1/2014

10. Meeting closure: 10:40pm