

TEERA SMC Meeting  
Wednesday 10 March 2021, 6.30PM  
Sassafras Fire Station and elsewhere  
Agenda

Meeting opened:

SMC Present: Kaye Mitchell, Tony Purton, Andrew Miles, Tony Perry, Felicity Perry, Trish Smith, Mark Dunn. Grace Huxtable, Amelia Napier

Visitors:

Apologies:

---

**1. Brief welcome and intro comments from Andrew**

- a. Leave of absence for Trenton
- b. SMC vacancy for role of treasurer?
- c. ABC radio chat

**2. Ratification of minutes of last SMC meeting (3/2/21 – previously circulated):**

Motion: *'that the minutes of the SMC meeting on 3/2/21 be accepted as a true record of that meeting'*.

Moved, seconded:

**3. Matters arising**

Nil not covered elsewhere?

**4. Actions from previous meetings:**

- a. Chase up prices on 2 Gazebos- **Andrew or Trent** to do this – still in progress - Andrew to progress prior to next meeting and report back then – to be used for ETS – see attached – Recommendation from Andrew
- b. Ride bibs, officials' vests – Andrew to investigate – see attached – recommendation from Andrew.
- c. Mark to email clubs reminding them of the concussion protocol – done.
- d. Mark to write to BB and Kentish advising no need for ride nomination fee – done.
- e. A range of banking actions necessary – Roger, others - mostly done
- f. Mark/Trish to have a look at the ride form with a view to removing unnecessary detail – in progress
- g. Trish to talk to Angie Clarke about volunteer co-ordinator role. Mark to write to her foreshadowing this – letter from Mark has gone – on agenda elsewhere
- h. Insurance for ride trailer, including ETS and other miscellany – Mark to investigate – on agenda below
- i. Mark to circulate the existing TEERA strategic plan - done
- j. Mark to write an email to clubs and a notice for the website and Facebook encouraging people to bring their dogs to rides, where local rules permit – done.
- k. Annual report to be submitted to DOJ – done
- l. Mark to write to club secretaries detailing process for accessing FORICO land for events – done (thanks to Flick for her efforts assisting)

**5. Correspondence**

TEERA SMC Meeting  
Wednesday 10 March 2021, 6.30PM  
Sassafras Fire Station and elsewhere  
Agenda

In

- 4/02/2021 cc'ed email from Roger to Westpac re arrangements for new Westpac account
- 5/02/2021 Email from AERA notifying appointment of Kim Moir as interim treasurer (until AGM 7 March) following resignation of Noni Seagram  
Copy of email from Roger to AERA book keeper querying apparent discrepancies between his AERAspace records and fees charged  
Copy of email from Roger to Westpac re TEERA accounts  
Email from Linda Tanian re AERAspace access - response to TEERA request for info  
Email from Linda Tanian reporting that new AERAspace accesses have been actioned
- 7/02/2021 Email from Roger - webmaster resignation, willingness to continue assisting with finance  
Email for Felicity Perry re FORICO permissions required to access their property
- 8/02/2021 Copy of email from Roger to Westpac re TEERA accounts
- 11/02/2021 Dog notice to club secs
- 12/02/2021 Email from Kim Moir notifying us that Marylou Locke will continue in the swab co-ordinator role. Passed on to Pat H.
- 15/02/2021 Email from Kim Moir - AERA AGM notification and associated documents - forwarded to SMC  
Email from Kim Moir - AERA MC meeting 7 Feb report. Forwarded to MC + Pat H
- 16/02/2021 Andrew to SMC re webmaster role
- 17/02/2021 Letter from Tas Gov noting TEERA successfully managed its 2020 COVID grant
- 22/02/2021 Email from Roger to assorted SMC re banking arrangements
- 23/02/2021 Email from Roger to assorted SMC re banking arrangements
- 24/02/2021 Email from Roger to assorted SMC re banking arrangements  
Email from AERA notifying special resolutions for AGM  
Email from Kerry Smith (NSWERA) requesting AERA add the 2021 budget to the AGM agenda
- 25/02/2021 Email response from Kim Moir (AERA acting treasurer) noting the financial reporting to DAs over the last months and requesting any concerns be brought forward  
Letter from Greg Johnson - Provisional CS report Ian Sims - good  
Letter from Greg Johnson - CS report from Black Bluff ride - good  
Copy of email to various SMC / bank officials re banking arrangements for TEERA
- 2/03/2021 Email from Trish Smith - copies of three EWS letters  
Email from Roger to various SMC re membership registrar arrangements

TEERA SMC Meeting  
Wednesday 10 March 2021, 6.30PM  
Sassafras Fire Station and elsewhere  
**Agenda**

- 3/03/2021 Email from AERA seeking input into Land Transport of Horses consultation - passed on to SMC
- 3/03/2021 Finance report from Roger + query re Pyengana vet fees
- Out**
- 30/2/21 Email to Kim Moir / AERA. AGM minutes, accounts
- 5/02/2021 Email to Roger - ratified Jan SMC meeting minutes for website  
Strategic Plan circulated to SMC
- Email to Black Bluff Jodi Hutchins re ride nominatio 2022-24. Advised that as payment is no longer required, the cheque sent along will be destroyed.
- Email to Kentish, Jacob Tammens - ride nomination fee no needed so cheque to be destroyed.
- Email to Angie Clark thanking her for raising the issue of volunteering at rides and notifying her that Trish would be in touch to discuss.
- Email to Jill Hawks seeking info on TEERA assets insurance - response received 6/2/21
- Email to AERA seeking info on procedure for allocating AERAspace access
- ROC notice on dogs at rides circulated to SMC for comment
- 9/02/2021 Secretary to SMC passing on AERA reply re AERAspace accesses being cleared each year
- Secretary to SMC inviting comment on the need for a brief session on how to read / interpret the finance reports Roger sends along each month
- Updated concussion advice sent to Club secs + CSs by Mark
- 10/02/2021 Email to Roger confirming SMC wishes to receive a briefing / some tuition on the meaning of his finance reports
- Mark to SMC with draft FORICO access advice for clubs
- 12/02/2021 Roger - letter re resignation as webmaster
- Email from Mark to Total Rubber pointing them to club contacts re rubber flooring ad
- 12/02/2021 Enmail from Kim Moir re swabbing targets for 2021 + a report on 2020 swabbing
- 18/02/2021 Letter from DOJ acknowledging lodgerment of new Rules
- 21/02/2021 Mark to SMC re STER infor day insurance
- 22/02/2021 Mark to SMC - forwarded email re EA situation - leaving administration
- 24/02/2021 Email from AERA re AGM - forwarded to SMC
- 25/02/2021 Mark forwarded to SMC - email from AERA with special resolutions for AGM
- 1/03/2021 Mark to SMC - draft SMC meeting agenda

TEERA SMC Meeting  
Wednesday 10 March 2021, 6.30PM  
Sassafras Fire Station and elsewhere  
**Agenda**

- |           |  |
|-----------|--|
| 2/03/2021 | Mark to Kevin Brewster re redirect of membership email to Grace - actioned by Kevin  |
| 3/03/2021 | FORICO process email sent to club secretaries<br>Mark to Kendall Sparnon (Surewise) re setting up a meeting to discuss ride trailer and contents insurance<br>Email to Deb Grull, Trish Smith and Tony Purton seeking comment on the land transport consultation |
| 4/03/2021 | Mark to Roger - draft 2021 budget for comment  |

**6. Matters arising**

- a. AERA AGM
  - i. Agenda previously circulated. Special resolutions – in the main, Rules tweaks – nothing contentious. Comments?
  - ii. AERA office bearers – MD to stand as VP or Treasurer
  - iii. Pyengana vet fees – status?

**7. Finance:**

- a. Motion that: *'the previously circulated finance report be noted, the payments therein authorised and the receipts noted'*. Moved, seconded:
- b. Update on banking authorities – Roger
- c. Presentation on finance report - Roger
- d. Insurance for ride trailer, including ETS and other miscellany – Mark to report
- e. 2021 budget – attached. Discussion:

**8. TEERA strategic plan.**

Previously circulated to SMC. Discussion:

**9. AERA meeting report:**

Report on AERA meeting 7/2/21, attended by Mark Dunn and Pat Hodgetts, has been circulated.

Matters arising:

**10. Report on STER 'Welcome to endurance' day**

Mark, Trish to report.

Northern day?

**11. Ride nominations:**

New platform, ManeHub. Update from Trish Smith.

**12. Encouraging people to volunteer** to assist in ride setup, at rides, and after rides:

TEERA SMC Meeting  
Wednesday 10 March 2021, 6.30PM  
Sassafras Fire Station and elsewhere  
**Agenda**

- a. Mark wrote to Angie Clark thanking her for her contribution and foreshadowing a call from Trish Smith to discuss.
- b. Website and FB promotion on hold pending further SMC discussion

**13. Ride trailer:**

Update from Tony Perry.

**14. Head vet accreditation for Deanna Casey**

Discussion.

**15. New 'official' TEERA FB page:**

It has been suggested that a new TEERA Facebook page be established as an 'official' communication channel for TEERA. The idea is that it will be used for 'official' communications to TEERA members and other interested parties. In general, commenting won't be allowed. Once set up, the 'old' TEERA FB page could be renamed / rebadged as a Tasmanian endurance page with no official link to TEERA.

*Motion: 'that a new TEERA Facebook page be established as an 'official' communication channel for TEERA and that the 'old' TEERA FB page be renamed / rebadged as a Tasmanian endurance page, remaining under the control of TEERA officials.'*

Moved, seconded:

**16. TEERA web site:**

New webmaster needed. Discussion:

**17. Further portfolio allocations:**

- a. Communication officer? Kaye commented that there is a role in TEERA for a 'Communication officer'

**18. Saturday morning vetting:**

*Tony Purton: Apparently we only want unemployed and retired to do rides ie people who work Fridays can't vet Saturday morning as I read it. Fair enough I know they will usually accommodate but new people would be put off.*

*Motion: That TEERA write to all clubs encouraging them, where possible, to allow vetting for 80k riders on Saturday mornings.*

**19. Ride entry close off day**

Sunday, Tuesday previous? Up to each club? Other?

TEERA SMC Meeting  
Wednesday 10 March 2021, 6.30PM  
Sassafras Fire Station and elsewhere  
Agenda

**20. Early Warning System (EWS)**

Three letters have gone out since the last meeting - two riders and one horse.

**21. TQ25**

2025 will be on us before we know it.

Options?

**22. Round the table:**

Meeting closed:

Next meeting: Wednesday 7 April 6.30PM