

TEERA SMC Meeting  
Wednesday 18 August 2021, 6.30PM  
Sassafras fire station and elsewhere  
Minutes

Meeting opened: 6.40PM

SMC Present: Kaye Mitchell, Andrew Miles, Tony Perry, Felicity Perry, Mark Dunn (remotely), Tony Purton, Amelia Napier, Grace Huxtable, Trish Smith (remotely), Amelia Napier from 6.55PM, Trent Huxtable from 8.30PM.

Visitors: Deb Wylie, Emily Shadbolt from 6.55PM

Apologies: Trent Huxtable (for first part of meeting).

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**1. Brief welcome and comments from chair**

- a. How is the committee working and how we are going with completing tasks?

Andrew commented that anyone who needs help with their SMC tasks should ask and observed that it's time to start thinking about next year's SMC.

**2. Ratification of minutes of last SMC meeting (17/7/21 – previously circulated):**

Motion: *'that the minutes of the SMC meeting on 17/7/21 be accepted as a true record of that meeting'*.

Moved, seconded: Andrew Miles, Tony Perry. Carried.

**3. Matters arising**

Nil not elsewhere on agenda.

**4. Actions from previous meetings:**

- a. Mark to email AERA re nominating Andrew for AERA Bio-Security Sub-Committee – done 25/7/21
- b. Mark to contact Strategic Insurance to progress trailer and contents insurance – done 23/7 and ongoing – insurer now has all info and we are awaiting a final policy and account
- c. Mark to generate FB and web post re novice riders to attend briefing. Risk management issues – done 25/7
- d. Mark to promote half yearly memberships on TEERA website and FB – done 25/7
- e. Andrew to talk to Deb Wylie re membership promotional role.
- f. Andrew to liaise on behalf of SMC with Angie Clark and Deb Wylie with a view to them coming back to SMC next meeting with proposal around TEERA merchandise management.
- g. Mark to write to clubs informing them of the trailer SOP and the fee Perrys get for transport. – done 26/7
- h. Mark to write to Pat L, Andrew Miles, Khyle Stewart and Celine Lee re outcome of EOIs for TQ21 TEERA CS and vet rep. – done 25/7
- i. Mark to draft website and FB promo re recruiting more CSs. Personal approaches to Trent, Blaine, Shane Williams, Wendy, others as identified. - done 26/7

TEERA SMC Meeting  
Wednesday 18 August 2021, 6.30PM  
Sassafras fire station and elsewhere  
Minutes

- j. Amelia Napier will progress the TEERA Hall of Fame section on the website
- k. Kaye to prepare recommendations on TEERA awards, incorporating feedback from recent member survey.
- l. Andrew, Amelia to progress planning for vet training day – 2022.
- m. Mark to write to AERA seeking an update on the development progress of the AERAspace ride nomination platform. Done 25/7/21
- n. Mark to write to Harry Wever re offer to vet at SCs – done 26/7
- o. Mark to notify clubs that a QR code (or alternate COVID register) is now needed for all rides. Done, via CSs. – done 25/7
- p. Mark to contact Roger to progress the 2019 Club of the year payment of \$500 to MEER. – done 25/7/21

**5. Matters arising**

All commented on above or on agenda elsewhere.

**6. Correspondence**

**In**

12/07/2021	Email from Roger - financials for July SMC meeting Email from Kim Moir re decade team awards Email from Kim Moir re deadline for inclusion of agenda items for 15 August AERA meeting  Tw emails from Debbie Grull commenting on matters on the ROC meeting agenda - acknowledged and passed on to SMC for consideration
14/07/2021	2 x emails from Kaye Mitchell re awards survey - went to all SMC
22/07/2021	Email from Kim Moir - AERA June meeting minutes - forwarded to SMC
27/07/2021	Email from TQ21 - latest info - posted to FB
29/07/2021	Email from Kim Moir re AERAspace issue - forwarded to Felicity and Trish for action. Forwarded to SMC and others for info.
30/07/2021	Email and phone call from Debbie Grull - comments on ROC meeting notes - considered, amendments made and reply sent to Debbie with thanks
1/08/2021	Request from Pat Hodgetts for approval to order 10 swab kits. Sent to SMC for approval.

TEERA SMC Meeting  
Wednesday 18 August 2021, 6.30PM  
Sassafras fire station and elsewhere  
Minutes

2/08/2021	Email from EA seeking agenda items for EAEC meeting with AERA and state presidents. Forwarded to SMC for comment. Andrew Miles to attend - EA notified by email 3/8. Acknowledged by EA 3/8.
4/08/2021	cc'ed email from Pat Hodgetts t Marylou Locke re ordering swab kits
6/08/2021	Email from Kim Moir - AERA August meeting agenda - forwarded to SMC with comments
9/08/2021	Finance report from Roger
10/08/2021	cc'ed email from Roger to CBA re transferring the proceeds of the term deposit - acknowledged by bank Email from Shannon Hill / NEEEC requesting TEERA pay day membership for pony clubbers at Jolly Lette - acknowledged and on agenda below Email from Shannon Hill / NEEEC - ride nominations for Lockhart Challenge and Jolly Lette 2022 - acknowledged
12/08/2021	Email from Linda Tanian - update on new AERA website - forwarded to SMC for interest
<b>Out</b>	
16/07/2021	Email to ROCs and SMC re COVID precautions for Longford meeting
19/07/2021	Email to Strategic Insurance re delay in cover finalising. Reply received, awaiting serial numbers of ETS.
20/07/2021	Mark to Kim Moir advising Khyle Stewart and Pat Lamprey are the TEERA CS and vet reps to TQ21
22/07/2021	Mark to SMC - Longford meeting notes for review
25/07/2021	Mark to SMC and clubs reps - draft meeting notes from Longford meeting Mark to Kim Moir - advice re contact details for Khyle Stewart - TEERA vet for TQ21  Mark to Linda Tanian - seeking info on progress of AERAspace ride nomination platform - response received - still not ready for beta release - response acknowledged Mark to SMC - July SMC meeting draft minutes to SMC for review  Mark to Roger - July SMC minutes to progress bank actions and ROC of the year award to MEER

TEERA SMC Meeting  
Wednesday 18 August 2021, 6.30PM  
Sassafras fire station and elsewhere  
Minutes

	Mark to Kim Moir - nomination of Andrew Mile to AERA Biosecurity SC
	Mark to SMC - action sheet from July meeting
	Mark to Pat Lamprey confirming her selection as TEERA CS to TQ21
	Mark to Khyle Stewart confirming his selection as TEERA vet to TQ21 - acknowledged by Khyle by email same day
	Mark to Celine Lee re unsuccessful EOI as TEERA vet to TQ21
	Mark to Andrew Miles re unsuccessful EOI as TEERA CS to TQ21
	Mark to Tas CSs re need for QR codes / COVID registers at rides
26/07/2021	Mark to Harry Wever re vetting at SCs
	Mark to clubs - SOP for ride trailer
2/08/2021	TEERA report to AERA for 15 August AERA meeting
3/08/2021	Mark to SMC - proposal to relocate TQ21 eastwards
	Mark to SMC - Rule 34 change proposal
10/08/2021	Mark to Strategic Insurance - serial numbers of ETS hardware
	Mark to SMC - draft meeting agenda

## 7. Matters arising

- a. Request from NEEEC for TEERA to cover cost of day membership for pony clubbers at the Jolly Lette

Dear SMC,

our club are writing to you in regards to our recent NEEEC meeting we had. It was discussed at our meeting that it would be financially encouraging to cover the cost of the day membership for the children apart of the pony club at our Jolly Lette ride in August 2021. As noted at the recent TEERA meeting the question was asked 'how can we encourage new members to join?' We believe that by covering the \$20 day membership fee it will entice the families with these children to participate and get a feel for what endurance is all about. We feel that if we don't cover the day membership, for a family of only one it will cost them upwards of \$40 just to do a 5km ride, let alone if there are three in a family the price becomes quite excessive. There are a lot of pony club riders in the North East area and we have seen some of them continue to do endurance. So that is why we are asking that TEERA considering covering these costs to make it more financially able and to encourage these children to more rides.

Kind regards,

TEERA SMC Meeting  
Wednesday 18 August 2021, 6.30PM  
Sassafras fire station and elsewhere  
Minutes

Shannon Hill  
NEEEC Secretary

Action: Approved - to pony club members only to a limit of \$200.

**8. AERA affiliation with Equestrian Australia**

Cost historically has been \$8,500 although this hasn't been paid in the last two years because of the EA administration. What does TEERA / AERA get from EA affiliation? Pathway to international competition through FEI rides. Other?

Discussion: MC members recalled that the historical rationale for affiliating was to access to AIS grants and to provide a pathway to international competition. AERA met with the EA Endurance Committee last week – talked about getting more FEI rides on the calendar. AERA believes it is still affiliated with EA despite the disarray EA has been in for the last year or two.

Action: Monitor

**9. End of year awards**

From Kaye:

The key message that I get from the survey is woollen rug is for top achievers, clothing for the riders and runner-ups should receive something of lesser value to winners.

End of year Awards Proposal (based on survey results)

- Distance + points horse = woollen rug
  - Distance horse = cotton rug
  - Points horse = cotton rug
  - Runner up's = something smaller. I suggest we try voucher at saddlery to a value less than a cotton rug.
- 
- Distance rider = embroidered long sleeve polo shirt
  - Points rider = embroidered long sleeve polo shirt
  - Runner-up = voucher of lesser value than the shirt

Discussion: MC members discussed options at length and noted that the suggestion above is there or thereabouts historically.

Decision: As above with distance and points horse (rider) getting woollen rugs (shirts), if the same horse (rider), they get one rug (shirt) plus a \$50 voucher. 100% completions – certificate and badge.

TEERA SMC Meeting  
Wednesday 18 August 2021, 6.30PM  
Sassafras fire station and elsewhere  
Minutes

Noted that every awardee gets a certificate as well.

**10. Matters arising from ROC meeting**

- a. Terms of reference for accessing TEERA cash reserve. Action: Mark to draft for SMC review
- b. Ride of the year award. Action: Membership vote to decide. Need to promote the idea? Action: Mark to draft promo text for review.
- c. Need for clubs to recruit younger people to replace the older folk who will, at some point retire. Action: Noted that this is a common issue and that it is harder to run clubs, rides these days because of increased insurance, paperwork, regulatory requirements. Suggested that new club(s) might be seed funded from TEERA cash reserve. Action: for future discussion.
- d. Action: Mark to circulate final meeting notes for review by SMC. Once approved, sent to clubs and published on website and promoted of Facebook

**11. Finance:**

- a. Motion that: *'the previously circulated finance report be noted, the payments therein authorised and the receipts noted'*. Moved, seconded with the amendment that the two outstanding debtor items (Pyengana \$4.90 vet cost and member payment shortfall of \$20) be removed from future accounts as the matters have been settled: Grace, Amelia. Carried
- b. Insurance for ride trailer, ETS and other miscellany – Mark – reminder request for quote sent to Jodi Gardam 22/6/21. Waiting on serial numbers for ETS. Now provided (10/8). Awaiting final policy and account. Action: in hand. Mark to check on progress prior to next SMC meeting.

**12. Microchipping/ID days**

Should TEERA plan and stage a couple of microchipping/ID days with Khyle and Celine?

Discussion: Proposal is to run a microchipping and ID day in both the NW and NE regions. The rationale is that this will provide a cheaper option for members and others to get their horses microchipped and ID'ed. Action: Andrew to organise / progress. Initial thinking is that the cost per horse would be in the order of \$50.

**13. Bibs**

- a. Update on new 80k bibs – Noted that 7 orders for replacements / upgrades have been placed. These have been ordered and are in the mail – expected to be available to collect at Scottsdale.
- b. Should TEERA sell 40k bibs? Action: Resolved yes – sell existing stock for \$30. Mils / Andrew to draft promo. Also resolved to buy new 20 x 20k bibs at some point.

TEERA SMC Meeting  
Wednesday 18 August 2021, 6.30PM  
Sassafras fire station and elsewhere  
Minutes

- c. should TEERA get new stallion bibs? Need upgrading? Action: Andrew to discuss with the few existing stallion riders

**14. TEERA merchandise**

TEERA has received an offer from Debbie Wylie and Angie Clark to manage the acquisition and sale of TEERA badged merchandise, potentially through to TQ25. Debbie and Angie have invited comment on FB. Lots of feedback as of 15/8.

Discussion: SMC thanks Deb / Angie for their efforts. Extended SMC discussion on items to offer, colours etc. Action: SMC resolves to support Deb to come back with firm proposals next meeting. Noted that this initiative is being progressed with the principle that these are items that could be worn with pride that could also have a marketing / branding impact. An initial scoping budget was approved - \$250

**15. 2022 Calendar**

Time to start calling for bids – we have some already.

Ride nominations 2022

19-Mar	Black Bluff		20/40/80
15-17 April	NEEEC	Lockhart Challenge	120 and others
28-May	WP		20/40/80
26/27 August	NEEEC	Jolly Lette	20/40/80 others?

Action: Mark to write to clubs seeking further bids.

**16. Member numbers:**

**Adult & Junior Riding Membership**

	2017	2018	2019	2020	2021
NSWERA	474	431	432	352	427
QERA	465	480	509	423	382
SAERA	83	84	60	67	82
TEERA	223	229	183	135	126
VERA	210	193	186	118	151
WAERA	159	198	198	191	181
Total	1614	1615	1568	1286	1349

TEERA SMC Meeting  
Wednesday 18 August 2021, 6.30PM  
Sassafras fire station and elsewhere  
Minutes

No change from last month for TEERA.

Action: Mark to call Deb to discuss role as membership driver.

**17. Need to recruit more chief stewards in Tas**

There are only five active chief stewards in Tas and one of these has only done his own club's ride in recent years. One other has made noises about winding back. One other is getting older and has caring commitments. Four of the five are active riders.

Promo posted on website and FB 26/7: Takeup? Nil, as of 15/8.

Discussion: noted that there is a need to keep an eye on this. Greg Henry might be a suitable candidate?

**18. TEERA Hall of fame**

Some DAs have a section on their websites to feature their historical heroes. Should TEERA do this?

The principle here is that our heroes will one day be forgotten unless we do something to immortalise them. The TEERA 'Honours' website page lists life members but contains no information about them.

Motion: 'That work be commenced to update the TEERA Honours page with linked information about the life members on it.' Moved, seconded: Mark Dunn, Amelia Napier, Carried.

Action from July meeting: Amelia Napier to progress

Action: as above, work in progress

**19. Ride nominations:**

Progress of AERA platform: Discussion: progressing – formation of focus group to test imminent – TEERA will be represented if it chooses to participate.

**20. State Champs**

Amelia to report:

Promotional merchandise prepared to sell – in hand

160, 95, 40 or 50, 20k will be on offer (no elevators)

160k legs will likely be 45, 45, 35, 20, 15

Meal on offer Friday night, canteen through weekend

No dogs (working dairy), kids to be supervised at all times (proximity of river).

Dave Nolan head vet, Khyle Stewart – treatment vet. Possibly Isobel Collier as third vet.

Action: Mark to write to Harry Wever – may ask for assistance – need to wait to see what developments occur in the next month or so.

TEERA SMC Meeting  
Wednesday 18 August 2021, 6.30PM  
Sassafras fire station and elsewhere  
Minutes

BCs will be held Sunday morning

TEERA asked by MEER to fund marquee to \$1500. Action: SMC requires request in writing

**21. Round the table....**

Felicity Perry: noted that Roger had prepared new ownership labels for logbooks. These meet all AERA requirements

Tony Purton: Is 100% completion dependent on no withdrawals?? Is this a state based or national award? Tony commented that we should be encouraging people with withdraw if necessary to protect their horse's welfare. On agenda for next meeting.

Kaye: survey results to be published on website. Comment from Kaye – the key point of the survey was to engage members.

Meeting closed: 9.30PM

Next meeting: 6.30PM Wednesday 15 September.