

TEERA SMC Meeting - Agenda  
Wednesday 17 November 2021, 6.30PM  
Uniting Church, 75 Chapel Rd  
Sassafras and elsewhere

Meeting opened: 6.30PM

SMC Present: Kaye Mitchell, Andrew Miles, Tony Perry (from 7.28PM), Felicity Perry, Mark Dunn (remotely), Tony Purton, Trish Smith (remotely), Grace Huxtable, Trent Huxtable, Amelia Napier

Visitors: Pat Lamprey

Apologies:

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

Lots on the agenda. Please stay focused.

**2. Ride reports**

- a. **Natone.** Perfect – no issues. Wet / boggy entry to ride base managed well.
- b. **Oss Foley.** Successful ride. **Redacted**
- c. SCs – great event. A little controversy at the finish re where the finish line is/was. On the agenda later. Tony Purton (responsible person) wasn't present at swabbing of (his) horse ridden by Jess Goulding. Action? Mark to research who is responsible to get responsible person there.
- d. Andrew noted that investigations with background software within the ETS system, carried out after the **Pyengana** event showed that despite some confusion at the time Kaye Mitchell and Jessica Goulding did not leave early on leg 2 of the ride.

3. **Redacted**

4. **Redacted**

**5. Ratification of minutes of last SMC meeting (20/10/21 – previously circulated):**

Motion: *'that the minutes of the SMC meeting on 20/10/21 be accepted as a true record of that meeting'*.

Moved, seconded: Kaye Mitchell, Felicity Perry. Carried

**6. Matters arising**

Nil not elsewhere on agenda.

**7. Actions from previous meetings:**

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- a. Mark to write to Debbie Grull re TEERA advocating COVID vax to members – done 26/10/21
- b. Mark to write to AERA seeking guidance on whether a rest order can be revoked – done 26/10
- c. Mark to seek EOIs from the membership and others via FB etc on becoming a swab steward – done 26/10
- d. Mark to email clubs – must deal with FORICO direct from 1/1/2022 via its new portal – done 12/11
- e. Mark to publicise decision that all payments to TEERA except ride fees must now be by direct deposit – no cheques – done 12/11
- f. Mark to write to ROCs, CSs re need for full documentation to be prepared for rides – done 12/11
- g. Mark to seek further EOIs for the TQ25 committee – done 26/10/21
- h. Mark to put Claude Filleul's summary, as written by Kaye, on the website – done 26/10
- i. Kaye / Tony to progress getting further bios for the TEERA Hall of Fame page. – in progress
- j. Mark to write to AERA expressing concern at lack of info on new online nom platform -seeks urgent update – on hold, detailed advice received from AERA 24/10/21
- k. Mark to write to Tara re recommendation from Pyengana ride – done 26/10
- l. Andrew to arrange TPR course for 2022
- m. TPR list on website needs updating – action?
- n. Mark to AERA re refunds at rides – done 29/10
- o. Mark to seek further info re Miena ride - NFA
- p. Tony Perry to research suitable ride clocks - deferred

**8. Matters arising**

- a. Ride clocks – in progress

**9. Correspondence**

**In**

16/10/2021	Mail from Portland riders - Pyengana ride return and ride docs
18/10/2021	Email from Surewise - any update on potential PA claims from 2021 STER ride. Advised not.
19/10/2021	Email from Kim Moir - AERA affiliation agreement for comment - forwarded to SC for review
20+21/10/2021	cc'ed emails from Roger to Jill Hawkes re Natone ride return \$

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- 21/10/2021 Email from Roger re updating contacts page on TEERA website
- 21/10/2021 Email from Kim Moir - recoup of PL liability - forwarded to SMC for review
- 23/10/2021 Account from MEER for SC marquee. Forwarded to Roger for action.  
Tara to SMC - Pyengana ride return cheque was mailed to Trent after the ride
- 24/10/2021 Email from Linda Tanian (to Mark as AERA MC) - update on AERAspace online nomination platform. Forwarded to SMC for review.  
Email from Kaye Mitchell re matter in minutes of recent SMC meeting - out gate procedure under ETS - replied
- 26/10/2021 EOIs for swabbing steward course received from Madeleine Good, Andrew Miles, Tony Muir, Alice Conder Lang, Jane Paroissien, Yvonne Downes, Diana Carol - further info to be provided when received
- 28/10/2021 - 2/11/21  
**Redacted**  
Emails x 2 from Roger re volunteer? CVA? at Pyengana ride. Loss of income covered by insurance? Replied asking him to keep me informed and noting that cover is provided in some circumstances.
- 29/10/2021 cc'ed email from Kaye to Brickendon re 2022 AGM and dinner - 22 Jan?  
cc'ed email to Kaye - Brickendon not available 22 Jan. 15 Jan is available.
- 1/11/2021 Email from Yvonne Downes offering her latest book as BC prizes at SCs - acknowledged and forwarded to SC committee for review. SC committee pleased to accept offer. Yvonne referred to Amelia to progress.
- 2/11/2021 Email from Harry Wever - no longer available to vet at SCs - death in the family - forwarded to MEER
- Redacted**
- 3/11/2021
- Redacted**
- 3/11/2021 Several emails from Deb Grull - Oss Foley ride documents

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6/11/2021	Email from Deb Grull - ideas for promoting rides - circulated to SMC - on agenda for next SMC meeting Email from Felicity Perry - agenda item for next SMC meeting - EWS - forwarded to SMC
8/11/2021	Further draft of AERA / DA affiliation agreement - circulated to SMC for comment - on agenda next SMC meeting
9/11/2021	<b>Redacted</b> Email from Roger - finance report for next SMC meeting - acknowledged and forwarded to SMC
<b>Out</b>	
17/10/2021	Mark to SMC - 20 October SMC meeting agenda
24/10/2021	Mark to Trent cc SMC seeking details of concerns re AERAspace for agenda at next AERA meeting Mark to Felicity - seeking info re new FORICO arrangements for accessing their land in 2022 Mark to SMC - draft 20 October SMC meeting minutes for review
26/10/2021	Mark to Debbie Grull - response to 13 September email re COVID vaccination Mark to AERA - seeking advice on whether a rest order can be lifted after a ride Mark to ROCs - EOIs for TQ25 steering committee sought Mark to EA / ET seeking swabbing steward course process details - replies received  Mark to Tara re recommendation in CS report from Pyengana ride. Reply received expressing disappointment at the outcome. Replied that the matter is on the agenda again for the next SMC meeting. Mark to Roger and others - a number of emails each way re the Contacts page on the TEERA website
29/10/2021	Mark to SMC - NSW ride fee refund policy provided for info

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	Mark to Deb Grull - info re EA swab steward refresher course
	Mark to Kim Moir - agenda item for AERA MC meeting - ride fee refunds
	Mark to EOIs for swab steward course - further info and costs provided - several positive replies received
1/11/2021	Redacted
	Mark to Kim Moir re EOIs for swab stewards course
4/11/2021	Redacted
	Redacted
6/11/2021	Mark to SMC - TEERA report for 20 November AERA MC meeting for review
7-8/11/2021	Mark to Kim Moir - TEERA report for 20 November AWERA MC meeting
	2 emails from Mark to Tara, CS at Pyengana, redacted
9/11./21	Redacted
10/11/2021	Mark to Pat Lamprey re CS reports for last two rides - replied - will bring to next SMC meeting
	Redacted
12/11/2021	Mark to clubs and CSs - info re FORICO, no cheques, ride documentation

**10. Matters arising**

- a. EWS process letter from Felicity Perry – EWS notification process broke down – human error – won't happen again - to stay on the agenda as a standing item.
- b. Trish detailed riders / horses currently flagged on EWS. Trish detailed the operation of EWS. Trent – need to have report for each meeting. Redacted... Outcome, EWS report needed for each meeting. Standing agenda item.
- c. Redacted
- d. AERA affiliation agreement – redrafted to remove contentious clause re MC members 'putting aside sectional interests' – Noted that the TEERA accepts as OK
- e. PL Insurance account from AERA – on agenda below
- f. Email from Kaye Mitchell – out gate procedure under ETS? Related email from Tara Nicklason, CS at Pyengana ride – Kaye to draft procedure for review

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- g. Several EOIs re EA swabbing steward course – EA advised of EOIs through AERA
- h. Redacted
- i. AGM / dinner venue. 22 Jan unavailable, 15 Jan OK. Mark to confirm with Brickendon.
- j. Email from Deb Grull re promoting rides – Mark to circulate to clubs.

**11. State Champs**

- a. Debrief – Amelia – BC and presentations Sat night worked well. Great event, great atmosphere. Pizzas were great. Only one rescue on track. TEERA to write a congratulatory letter to MEER.
- b. Angie Clark letter – Andrew read out. Mark to write to Angie, thanks. SMC examining / reviewing process around in / out gate – referencing Rule 36.
- c. Photos – request from Roger for \$80 for website pics? Approved for website – not for Facebook.
- d. State champs trophy to be repaired / modified – to go to repairer for advice

**12. End of year awards / dinner**

- a. Update from Amelia – planning in progress. Awards to include vouchers for artworks.
- b. Ride of the year award – criteria for judging were agreed at the meeting between clubs and SMC in July. Recent discussion between SMC members has revealed some concerns about the process, in particular that there may not be enough focus on the member vote. Outcome – promoted as originally agreed. Facebook poll – hopefully will generate a bit of interest and discussion. Mark to liaise with / delegate to Deb Wylie.

**13. SMC election process**

The two-year terms of Tony Perry, Trish Smith, Andrew Miles, Felicity Perry, Amelia Napier and Trenton Huxtable conclude at the 2022 AGM. The one-year term of Grace Huxtable, appointed to a casual vacancy in 2021 also concludes then. There are, therefore, six SMC committee positions to fill.

Action: Mark / Deb to circulate promo and nomination form calling for nominations by XXX. Mark to manage timeline to align with TEERA Rules and AGM.

**14. 2022 Forms**

Mark to prepare – for review December SMC meeting.

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**15. Finance:**

- a. Motion that: *'the previously circulated finance report be noted, the payments therein authorised and the receipts noted'*. Moved, seconded: Mark, Trent.
- b. Account from AERA to recoup 2021 public liability insurance shortfall – SMC has no issues with payment. Some concerns expressed re ability of smaller DAs to pay.
- c. 2022 fees and charges – Mark to incorporate these into 2022 forms. Small increase in membership fees, including day rider fees, to be actioned.
- d. Day member calculation for ride returns – advice sought from AERA on discrepancy in AERAspace reports. Clubs must obtain day rider numbers from AERAspace a few days after the ride – Mark to write to clubs.

**16. 20 November AERA meeting**

Agenda previously circulated to SMC. Mark – nothing contentious on the agenda. Will support all proposed Rule changes. No comments from SMC.

**17. New AERA ride nomination platform:**

Mark – progressing – should be ready to go by 1 Jan 2022.

SMC discussion: A phone contact for technologically challenged riders is needed. Mark to raise with AERA.

**18. TEERA merchandise**

Update – deferred until next meeting

**19. 2022 Calendar**

Deferred until next meeting

**Ride nominations 2022**

12-Feb	Jill Sheean	Gordon Williams
26-Feb	CCER	
19-Mar	Kentish	
16-Apr	NEEEC	Lockhart Challenge 120 and others
8-May	STER	

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28-May WP 20/40/80

June

8-Jul TQ22

27-Aug NEEEC Jolly Lette  
20/40/80 others?

Sep-24 CCER

15-Oct Portland Riders JG Memorial

5-Nov Oss Foley

19-Nov SCs?

## 20. TQ25

A second email went to clubs and a second promo was posted to FB seeking expressions of interest to host TQ25 and for EOIs to join the steering committee.

Mark - No further EOIs were received.

Discussion deferred until next meeting.

## 21. Terms of reference for accessing TEERA grants

Draft was circulated 26/8/21. Recirculated for comment 21/9/21. No comments received.

Update from Mark - remains a work in progress.

Discussion deferred until next meeting.

## 22. TEERA Hall of fame

Some DAs have a section on their websites to feature their historical heroes.

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



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Action from September meeting: Tony Purton and Kaye Mitchell have agreed to assist Amelia with this.

Action from October meeting: Claude Filleul's blurb to be posted to website. Done 26/10/21

Discussion deferred until next meeting.

**23. Member numbers:**

As of 11/11/21. Just an FYI



**Adult & Junior Riding Membership**

	2017	2018	2019	2020	2021
NSWERA	474	431	432	352	427
QERA	465	480	509	423	396
SAERA	83	84	60	67	84
TEERA	223	229	183	135	136
VERA	210	193	186	118	154
WAERA	159	198	198	191	187
<b>Total</b>	<b>1614</b>	<b>1615</b>	<b>1568</b>	<b>1286</b>	<b>1384</b>

No change since last month.

**24. Round the table....**

Redacted

Trent – TQ25 – Trent wishes to join the TQ25 committee. Two possible venues flagged – Barnboogle and St Marys

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Mark – face to face meeting in December?

Meeting closed: 10.12PM Thanks to SMC for attendance from Andrew.

Next meeting: 6.30PM Wednesday 15 December.

DRAFT