

TEERA SMC Meeting - Agenda
Tuesday 21 February 2023, 6.30PM.
Church Hall, Sassafras

Meeting opened:

SMC Present: Andrew Miles, Mark Dunn, Deb Wylie, Angie Clark, Jess Goulding, Trent Huxtable, Grace Huxtable, Alison Lockhart, Kirstie Lockhart, Carolyn Foley-Jones

Visitors:

Apologies:

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1. Brief welcome from chair

Andrew thanks those present for their attendance.

2. Ratification of minutes of 31 January SMC meeting – previously circulated:

Motion: *'that the minutes of the SMC meeting on 31 January be accepted as a true record of that meetings.'*

Moved, seconded:

3. Matters arising

Nil not elsewhere on agenda.

4. Election of SMC executive, SMC role allocation

- a) Election of President:
- b) Election of Vice-President:
- c) Election of Treasurer:
- d) Election of Secretary:

These are the other jobs that need doing (with current person listed):

- e) Database registrar (Jess)
- f) Logbook registrar (Flick)
- g) Vet liaison (Andrew)
- h) CS co-ordinator (Andrew)
- i) AERA MC member (Mark)
- j) AERA delegates (Andrew, Trenton)
- k) Member Liaison, Promotions, Social Media Coordination (Kirstie, Deb)
- l) Horse welfare – responsibility of all SMC
- m) Other?

Appointment of honorary vet:

5. Actions from previous meetings:

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- a) Andrew / Trent to construct boxes for ETS gear
- b) Barnboogle ride September 2023 – Trent to investigate with other stakeholders
- c) Andrew to progress planning for ETS training day
- d) CCER October ride return not received – Deb to follow up
- e) TEERA membership receipts – GST should not be included – Mark to follow up – resolved, GST no longer on TEERA invoices
- f) Mark to write to Tas CSs, vets seeking EOIs for DA rep at TQ23. – done 10/2/23
- g) Kaye to be asked to write the handbook piece for Q23 – done 14/2/23
- h) TEERA agrees to allocate \$500 sponsorship for one of first 10 TQ23 placegetter rugs – Mark to confirm to TQ23 ROC – done 14/2/23
- i) Mark to write response to Kaye Mitchell re process for SMC nominations – done 14/2/23
- j) Mark to write to AERA nomination Alice Mitchell for accreditation as an endurance vet – done 14/2/23
- k) Mark to send account to Mel Kelly for payment of fine and costs associated with positive swab – done 1/2/23
- l) Mark to notify that formal affiliation for Feb and October rides has been approved – done 7/2/23

6. Matters arising

All as detailed above or elsewhere on the agenda.

7. Correspondence

Mark – as foreshadowed in an email to SMC members in late November, I am finding the new process for managing correspondence troublesome. It does take more work to process and results in SMC members receiving a significant amount of irrelevant or routine information. Also, I do wonder how much of it is reviewed by SMC members.

I would like to suggest that we revert to the previous method of handling correspondence:

- Secretary receives, acknowledges where appropriate, and takes whatever action is required
- Secretary makes a detailed list for distribution to SMC members with the next meeting agenda
- Secretary triages and extracts significant / consequential / important matters for specific inclusion on the agenda
- SMC members invited to request copies of any correspondence they wish to see in full when the meeting agenda is circulated

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Discussion: January SMC meeting → Andrew. Prefers previous method as suggested above. Deb, Angie agree. For discussion at next SMC meeting.

Action:

In

11/01/2023	Email from AERA DBSC - notice of AERAspace outage - SMC notified via Messenger
17-18/1/23	Email from Johnsons feed co re sponsorship
19/01/2023	email from Sarah Cope seeking forwarding of ad re foat sale to members - responded not TEERA policy to do this and suggested FB, Gumtree
24/01/2023	email from Kim Moir - PA application for TEERA member sent to AERA - Roger has clarified process on website
24/01/2023	email from TQ23 - sponsorship request - referred to SMC
23-25/1/23	Emails from Alice Mitchell re endurance vet accreditation - acknowledged and referred to SMC for consideration
24/01/2023	Email from Kim Moir to Andrew Miles - AAF notice - referred to Jan SMC meeting
27/01/2023	Email from Megan Jensen re EA membership, helmet tagging - response provided - EA not related to TEERA, helmet tagging not mandatory for AERA events. AERA to consider again in 2023
27/01/2023	Email from Carolyn Foley Jones re positive swab, TEERA constitution, Rulebook - responses provided
28/01/2023	cc'ed EWS rider letter from Jess - FP
29/01/2023	cc'ed EWS horse letter - DA
30/01/2023	cc'ed Email from Carolyn Foley Jones to mem reg re changing Dylan's surname on AERAspace - return memberships for both Dylan and her if not done
28-30/1/23	Emails from AERA DBSC re AERAspace access - accesses restored until 28 February
31/01/2023	Email from Kaye Mitchel requesting hard copy docs be provided at AGM. Response provided - no - members have had ample notice and time to review and print.
31/01/2023	Email from Linda Tanian re AERAspace permissions - replied, on agenda for Feb SMC meeting
4/02/2023	AERA / TEERA affiliation agreement for signing

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7/02/2023 JS ride return from Pam Shadbolt
AERA AGM notification - contains request for notification
of TEERA MC member and TEERA delegates - Feb agenda

8/02/2023 2022 SC CS report from Sandy via Trenton

13/02/2023 Email from Andrew Miles - CASTRA CATE day report,
request for financial support for the day

Out

11/01/2023 Mark to SMC - all docs for 17 Jan SMC meeting

13/01/2023 Mark to all 2022 members - formal notice of AGM - notice
also posted on FB and TEERA website

17/01/2023 Finance report for 17 Jan SMC meeting circulated to SMC

16/01/2023 Mark to SMC - emails exchanged between CFJ and Mark re
attendance at 17 Jan SMC meeting.

27/01/2023 Mark to SMC - info re endurance vet accreditation
application from Alice Mitchell.

2/02/2023 Mark to MK re AAF - response received and advice
provided re payment terms

7/02/2023 Mark to Deb Wyllie/ CCER - affiliation of Feb / October
rides

7/02/2023 Mark to 2023 SMC - 31 Jan meeting minutes and action
sheet

10/02/2023 Mark to Tas CSs - invitation to EOI for the TEERA TQ23 CS
role

10/02/2023 Mark to Tas vets (SM, KS, CL) - invitation to EOI for the
TEERA TQ23 CS role

14/02/2023 Mark to AERA - vet accreditation application - Alice
Mitchell

Mark to Kaye Michell - response to letter requesting SMC
nomination forms be distributed earlier in 2023 and
beyond.

Mark to Kaye Mitchell - request to write TQ23 handbook
article

Mark to TQ23 - TEERA agrees to sponsor top 10 rug @
\$500

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Matters arising

- a) Megan Jensen asked whether her Equestrian Tas membership covered her insurance for endurance rides (day membership). Advised not. Also, queried whether helmet tagging was necessary at endurance events. Response provided that not currently required at AERA affiliated events.
- b) AERA / TEERA affiliation agreement needs signing
- c) Need to notify AERA of TEERA rep to AERA management committee. Ditto delegates to AGM. Deadline is 1 March.
- d) MK swab – actions finalised. Payment of fine and costs will be made monthly (\$250/month) until total paid
- e) Johnson's food proposal for sponsorship
- f) CEER request for support for CATE day – on agenda below
- g) TQ23 – EOIs for CSs, vets
- h) TQ handbook sponsorship – see proposal circulated with correspondence

8. Finance:

- a. Motion that: *'the previously circulated finance report be noted, the payments therein authorised and the receipts noted'*. Moved, seconded:
- b. 2023 budget – note unbudgeted additional income of \$2,500 from swab incident and \$1,000 from SC committee (see below).
- c. CEER request for funding for CATE day

To TEERA SMC,

On January 21st Castra Endurance Riders held a Come and Try Day for endurance at our Nietta ride base, of the 20 participants, 8 were non endurance people, 4 were past endurance riders and 8 were current endurance riders. Of these, we anticipate at least 8 new riders will participate in at least 1 regular event in the first half of the year, (one has already done so at JSMR).

Castra Endurance Riders are a new club and this was our first organised event, the outlay for this ride, (\$100 portaloos and \$100 catering) along with other costs like purchasing arrows has been funded from the committee's own pocket.

Castra Endurance Riders would like to request TEERA make a financial contribution to the costs associated with this recruiting effort.

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Regards, Andrew Miles

Discussion:

Action:

9. Ride to time events

Please see the correspondence from NSWERA to AERA about this.

Is this something we might support?

Discussion: FYI - the breakaway group in Qld (TADRA) runs such events. Some DAs strongly oppose this concept as it is seen as 'competitive', which is not allowed for intermediate rides. The proposal notes that there would be 'best ridden' awards.

Action:

10. AGM Minutes

Draft minutes are done.

Discussion: Publish?

Action:

11. Grants – Tas govt?

All state governments offer a range of grants for community organisations for a range of things, in the main capital improvements. It has been suggested that TEERA should research opportunities and apply where possible.

Here is an example: https://www.sportrec.tas.gov.au/grants_and_funding_programs

There are others.

Discussion:

Action:

12. State Championships

Previous SC committee has offered SMC the structure associated with the committee. It is incorporated and all that would need to happen is to notify the appropriate regulatory agency of a change in directors. The appropriate process would probably be to appoint an SMC sub-committee called the SC committee and then do the paperwork.

They have about \$1,000 in the bank which would come with the handover.

Discussion:

Action:

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13. 2023 calendar

4/2/2023	Jill Sheean	confirmed, notified
18/2/2023	CCER	requested - notified
4/3/2023	WW	confirmed, notified
25/3/2023	Kentish	confirmed, notified
8/04/2023 (Easter)	STER	2 x 80k and others confirmed, notified
22/4/2023	Pyengana	confirmed, notified
6/5/2023	Castra	Confirmed, notified
20/5/2023	Suncoast	confirmed, notified
10/6/2023	Gap to fill?	
25/6/2023	TQ23	Stirlings Crossing, Imbil, Qld
July	Gap to fill?	
29/7/2023	Winton to Longreach	
	Gap to fill?	
26/8/2023	NEEEC	confirmed, notified
16/9/2023	Barnboogle?	
7/10/2023	CCER	confirmed, notified
29/10/2023	Oss Foley	or 4 November
18/11/2023	SCs	proposed

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Discussion: SMC to run June / July ride (SC fundraising?) somewhere?

Action:

14. Dinner / awards night

Discussion: Need master list of awards and what criteria are needed to assess.

Action:

15. TQ25

Deadline for formal response to AERA confirming we can do it and, ideally, naming the ROC is April.

Please have a look at the invitation from AERA (in correspondence email).

Discussion:

Action:

16. EWS

No new EWS since December 2022.

Note:

- 'Cautionary' letters are sent when horse/rider accrue 30 points or greater.
- 'Return to Novice' letters are sent when horse/rider accrues 45 points or greater.
- A person responsible for a horse, or a rider accumulating 60 or more penalty points is required to show reasonable cause why the horse/rider should not become ineligible to enter rides for a period of time as determined by the DA.

17. Round the table....

Meeting closed:

Next meeting: 21/3/23. Wivenhoe.