

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 21 February SMC meeting – previously circulated:

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

Moved, seconded:

3. Matters arising

Nil not elsewhere on agenda.

4. Actions from previous meetings:

- a) Andrew, Carolyn to sign AERA affiliation agreement then to be forwarded to AERA - done
- b) Mark to write to Johnson's feed accepting offer of sponsorship – in progress
- c) Mark to write to AERA informing them of MC member and delegates for 2023 - done
- d) Mark to progress AERA Hall of Fame nominees – still to do
- e) Andrew to put TEERA's view on ride to time at AERA meeting - done
- f) Angie to investigate the possibility of TEERA doing a vetting demo at Agfest
- g) Mark to publish draft AGM minutes - done
- h) Mark to arrange payment of \$200 to CEER - done
- i) CFJ and Trent to investigate what grants might be available to assist TEERA and report back for March meeting
- j) Mark to facilitate transfer of SCROC structure to SMC – in progress
- k) Mark to confirm 29 October date for OF ride with Deb G – in progress
- l) Angie and Deb to compile a master list of EOY awards. Mark to ask Trish S if she has an old list (done 28/2/23) –
- m) Angie to report back in March on a proposed date and venue for the 2023 TEERA awards and dinner
- n) Mark to publicise to ROCs that AERAonline info form needs to be filled in for each ride – in progress – see *'Guide for ride secretaries for setting up*

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a ride on AERAonline / AERAspace' doc in correspondence – KEER has been informed

o) TQ25 – Andrew to progress formation of ROC

5. Matters arising

- a) Agfest: Angie made contact with the Agfest people to discuss TEERA participation in the event.
- b) Grants that might be accessible to TEERA (Andrew / Trenton)
- c) State Champs committee – Mark in touch with Pam S re changeover
- d) EOY awards – Trish does not have easy access to lists from 2020
- e) Dinner venue and date? (Angie)
- f) Guide for ride secretaries for setting up a ride on AERAonline / AERAspace – comments or good to go?
- g) Other?

6. Correspondence

In

14/02/2022

Email from TQ23 - request for sponsorship from ROCs for TQ23 - forwarded to Tas ROCs

Email from TQ23 - progression of TQ23 TEERA sponsorship (invoice) - actioned

Email from Kaye Mitchell - will write TQ23 handbook piece

15/02/2023

Email from Kim Moir - acknowledgement of receipt of TEERA request to accredit Alice Mitchell as an endurance vet

16/02/2023

Invoice from TQ23 for sponsorship - \$500 - forwarded to Roger for processing

Email from Lara Baker - invitation to do a demo at Agfest, possibly a vetting demo - agenda for Feb SMC meeting

EOI from Sue Martin to be the TEERA vet at TQ23 - acknowledged

Email from CFJ - various concerns re rides - agenda

20/02/2023

EOI from Celine Lee to be the TEERA Vet at TQ23 - acknowledged

Email from Kaye Mitchell - Pap Lamprey bio and photos for TEERA honours page - forwarded to Roger for processing

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- EOI from Andrew Mile to be the TEERA chief steward at TQ23 - acknowledged
- 21/02/2023 Email from Roger - finance report for Feb SMC meeting. Filed in correspondence for March SMC meeting
- 21/02/2022 Email from Kim Moir - reminder that DAs may nominate people mfor AERA honorary (life) membership - NFA
- 23/02/2023 cc'ed email from Roger to Trenton - operating details for TEERA treasurer role - receipt acknowledged
- 24/02/2023 Email from Roger Nichols - copies of 'old' TEERA Rules and current version, including amendments approved at 2022 AGM - for lodgement to DOF
- 24/02/2023 Email from Kim Moir - summary of last AERA meeting - January 2023 - filed in correspondence for March SMC meeting
- 24/02/2023 cc'ed email from Kim Moir to Alice Mitchell - formal notification of accreditation as an endurance vet.
- 25/02/2023 Email from Kim Moir - minutes of most recent (Jan) AERA meeting - in correspondence folder for March SMC meeting
- 26/02/2023 Email from Deb Wyllie - CCER October 2022 ride return - receipt acknowledged
- 26-27/2/23 Exchange between Mark and Trish on Messenger - Trish withdraws her service as database and ride entry consultant
- 28/02/2023 cc'ed email from Roger to Trenton - final accounts to 28/2/23 - acknowledged
- 1/03/2023 cc'ed email from Roger to Trenton - notification of Westpac statement availability
- 2/03/2023 Email from Tara Nicklason re issues with NE coast rides - vets unconformed, getting the trailer to St Helens, no frills at St Helens
- Email from Lydia Rigby - notification of new KEER committee - forwarded to Roger for posting to contacts page on website - actioned
- cc'ed email from Angie to Lara Baker (AgFest) re participation in 2023/24 Agfest
- Email from Kim Moir - special resolution for AERA AGM - nomination of Sandy Little for honorary AERA membership -agenda for March SMC meeting
- 8/03/2023 Hard copy letter from DOJ - acknowledgement of amendment of TEERA Rules

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6-8/3/23	Emails to / from Roger, Trenton, Mark re tranfering balance of old CBA account to W'pac. Roger to bank CBA cheque transferring balance to W'pac.
Out	
14/02/2023	Mark to SMC - 21 Feb SMC meeting docs
22/02/2023	Mark to Sue Martin - conformation of appointment at TEERA TQ23 vet - acknowledged by Sue Mark to Celine Lee - EOI for TQ23 not successful - urged to submit EOIs in future years - acknowledged by Celine Mark to Andrew Miles - conformation of appointment at TEERA TQ23 CS Mark to Kim Moir - notification that Mark Dunn is TEERA's AERA MC member for 2023 and Andrew Miles and Trenton Huxtable are TEERA' delegates for 2023 and that each holds one vote at AERA general meetings - acknowledged by Kim Mark to AERA DBSC - notification of TEERA AERAspace permissions for 2023 (exp 28/2/24) - receipt acknowledged and with advice that they have been actioned Mark to Khyle Stewart - invitation to accept role as TEERA honorary vet for 2023 - accepted by Khyle Mark to Kim Moir - notification of Andrew Miles as TEERA TQ23 CS and of Sue Martin as TEERA TQ23 vet. Contact details provided - acknowledged by Kim, noting she'd be in touch soon re travel arrangements
23/02/2023	Mark to Kim Moir - AERA / TEERA affiliation agreement signed by TEERA. Receipt acknowledged and returned by KIM, signed by AERA
27/02/2023	Mark to DOJ - lodgement of amended Rules of Association - electronic acknowledgement received
27/02/2023	Mark to DOJ - lodgement of Annual Return - acknowledgement received
28/02/2023	Mark to Tankworld - lanyard sponsorhsip request - response received - formal proposal sent 7/3/23 Mark to AERA DBSC - request for change to AERAspace permissions - remove Trish as database registrar consultant, add Mark - acknowledged by DBSC and actioned.
8/03/2023	cc'ed email from CFJ to Tankworld re lanyard sponsorship - info re how tankworld would be displayed
15/03/2023	Mark to Debbie Grull - seeking conformation of OF ride date (29/10/23 preferred)

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Matters arising

a) Email from CFJ →

1. Tracks - min quality of tracks, notifications if tracks are very rocky etc, chief stewards looking at tracks before letting it go ahead. Dangerous main road crossings
2. Standard of first aid and treatment for riders with concussion or falls , follow up and getting first aid
3. Standard of vet run out arenas
4. Vets understanding our constitution and rules.
5. Also, banter with vets tprs and stewards at rides influencing outcomes needs to stop

Comments from Mark:

- a) To check much of this is the responsibility of the chief steward - in my opinion - as are the issues in b) below.
- b) We did discuss some related issues last year – ie whether to re-institute a process whereby ROCs need to formally apply to TEERA to affiliate their rides and, as part of that, submit formal Risk Management Plans and Biosecurity Plans along with their applications. At that time, we thought asking ROCs do any more than they already do might act as a disincentive to run a ride at all. FYI, other DAs (QERA, NSWERA) do require such a process. If we did want to require such things, we could easily include something that requires the issues CFJ mentions to be appropriately managed.

There is a level of risk in not requiring such things – in the event of misadventure, insurance cover may not apply.

- b) Trish Smith has advised she is not able to continue as database consultant. Mark advised AERAspace admin to remove her AS permissions. Mark to perform role in short term. Pam S has agreed to assist if necessary.

c) From Tara → Hi Guys,

Unfortunately we have had to make the decision to change the date for the Pyengana Endurance Ride from April 22 to June 3rd. Could you please advise the TEERA committee and make the changes to the calendar.

Also assistance will be required to get the ride trailer to St Helens which is May 20 a fortnight before Pyengana.

Also needing help to source TPR's for both events.

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Both events are 20/40/80 however it should be noted that St Helens is a NO Frills event. The club is prepared to host the endurance ride if they can make some money for their club.

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Regards

Tara Nicklason

c) Tankworld

Mark made initial contact with Tankworld – management of this assumed by CFJ.

d) TQ23 handbook piece – Kaye Mitchell has written – assistance from Roger N with photos – sent off to TQ23

e) Other matters?

7. Portfolios

What does each portfolio holder do? Most are self-explanatory however **some** may require discussion / clarification.

- a. Database registrar – Jess -
- b. Logbook registrar - Felicity Perry
- c. Vet liaison – Andrew -
- d. CS co-ordinator - Andrew
- e. AERA MC member (Mark) – Mark
- f. 2 x AERA delegates (Andrew, Trenton) – Andrew, Trenton
- g. Membership registrar - Grace
- h. Member Liaison, Promotions, Social Media Coordination: - Carolyn -
- i. Horse welfare – responsibility of all SMC

8. Finance:

- a. Motion that: *'the finance report circulated for the 21 February SMC meeting be noted, the payments therein authorised and the receipts noted'*. Moved, seconded:

- b. Motion that: *'the finance report circulated for the 21 March SMC meeting be noted, the payments therein authorised and the receipts noted'*. Moved, seconded:

9. Grants – Tas govt?

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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:

10. 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
6/5/2023	Castra	Confirmed, notified
20/5/2023	Suncoast	confirmed, notified
3/6/2023	Pyengana	confirmed, notified
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

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29/10/2023	Oss Foley	or 4 November
18/11/2023	SCs	proposed

a) Pyengana date – 3 June OK? Having trouble obtaining vets

11. 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:

12. Harness events

A member enquired of ? whether we ever run such events.

Discussion: Noted that a harness event was run in SA earlier this year.

Action:

13. EWS

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.

14. Round the table....

Meeting closed:

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Next meeting: 18/4/23. Sassafras.

DRAFT