

TEERA SMC Meeting - Minutes  
Tuesday 20 September 2022, 6.30PM.  
30 Main Road Wivenhoe

Meeting opened:

Present: Andrew Miles, Jess Goulding, Felicity Perry, Mark Dunn, Trenton Huxtable, Grace Huxtable, Kirstie Lockhart

Visitors:

Apologies:

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

**2. Ratification of minutes of last two SMC meetings (24/7/22 and 16/8/22) – previously circulated:**

Motion: *'that the minutes of the SMC meetings on 24/7/22 and 16/8/22 be accepted as true records of those meetings.'*

Moved, seconded:

**3. Matters arising**

Nil not elsewhere on agenda.

**4. Actions from previous meetings:**

- a) Mark to write to clubs asking them to get their 2023 ride nominations in ASAP – done
- b) Deb to speak to Angie Clark re accepting a spot on SMC - done
- c) Andrew to speak to Megan Jensen re accepting a spot on SMC -
- d) Mark to advise Roger to re-invest TEERA cash reserve for 12 months - done
- e) Mark to ask Roger to pay trailer insurance - done
- f) Mark to write to AERA re Rule change By-law - done
- g) Mark to write to AERA re AERAspace costs - done
- h) Andrew to progress acquisition of ride clocks, generator and trailer

**5. Matters arising**

- a) Rule change By-law – letter went to AERA and was discussed at 24 July AERA meeting. Proposal voted down, largely on the basis that consultation is already satisfactory.
- b) AERAspace costs – explanatory response T/F from AERA

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6. **Correspondence**

I have sent by separate email all of the documents referenced below. Many of these are emails and I've pasted these into two separate word docs (in and out). These include:

- a) AERA affiliation agreement
- b) STER ride feedback to STER
- c) 2 sets of TEERA meeting minutes
- d) Trailer insurance renewal doc
- e) AERA 3 September meeting agenda
- f) AERA July meeting minutes x 2
- g) KEER ride nomination
- h) FEI horse health requirements
- i) SC budget
- j) Proposed AERA By-law – Disciplining of members (DAs)

**In**

Numbers correspond to listing in expanded 'correspondence in' doc

- |            |   |
|------------|---|
| 16/08/2022 | 1. Email from Shannon Hill re SCs   |
| 18/08/2022 | 2. Email from Scottish vet student seeking support  |
|            | 3. Letter of thanks from NTARC - hard copy  |
|            | 4. Email from Kim Moir - reminder on deadline for reports for 3 September AERA MC meeting   |
| 23/08/2022 | 5. Email from Linda Tanian - AERAspace admin - new AERAspace version available for download |
| 22/08/2022 | 6. Email from Linda Tanian - difficulty contacting TEERA member registrar                   |
| 24/08/2022 | 7. Ride nomination from Jill Sheean - acknowledged  |
|            | 8. EOI for SC rug sponsorship from Mel Kelly - Kentish. Forwarded to Deb W for action.      |
| 25/08/2022 | 13. Email from Kim Moir - AERA MC meeting minutes   |
| 26/08/2022 | 9. Email from Kim Moir - forwarded advice from FEI re temp recording                        |
| 27/08/2022 | 10. Email from Deb Grull - offer to assist at SCs - acknowledged with thanks                |
|            | 11. Email from Deb Grull - 2023 Oss Foley ride nomination - acknowledged with thanks        |

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	12. Email from Squarespace - notification of price increase for website hosting
	14. Email from Kim Moir - agenda for 3 September AERA MC meeting
	15. Email from Jane Parroissen - offer to assist at SCs - acknowledged with thanks - forwarded to Deb W
30/08/2022	Email from Kim Moir - advice for CSs on IT recording, need for CSs to be DA members - forwarded to Tas CSs - reply / query from Tara and response from secretary (MD)
2/09/2022	17. Further email from Deb Grull re OF dates for 2023
5/09/2022	18. Email from Kaye Mitchell - Andrew Blake bio for TEERA / AERA websites - acknowledged - and Email from Kaye Mitchell re presentation of Andrew Blake Memorial award - acknowledged and agenda'd.
	19. Email from Lydia Rigby - KEER 2023 ride nomination, offer for KEER members to assist at SCs, confirmation of SC rug sponsorship - acknowledged with thanks
	20. Email from Trenton H - query re CS accreditation - acknowledged - info provided
	21. Concussion clearance letter from Sky Muir - acknowledged
	22. Email from Kim Moir - online membership renewal proposal - agenda
	<b>Out</b>
16/08/2022	Mark to SMC - KM / TP letter of resignation
20/08/2022	1. Secretary to AERA - AERAspace costs - response received
21/08/2022	2. Secretary to AERA - TEERA activity report for 3 September AERA MC meeting
21/08/2022	3. Secretary to AERA - foreshadow of AERA motion to 3 September AERA C Meeting to amend Rule Change By-law
21/08/2022	4. Secretary to STER - feedback on Glenelg ride

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- 23/08/2022
- 5. Secretary to Roger (Bookkeeper) - advice to reinvest TEERA cash reserve and pay trailer insurance - actioned 25/8/22
  - 6. Secretary to ROCs - help needed for SCs
  - 7. As above - to members
  - 8. Secretary to ROCs - get your 2023 ride nominations in
  - 9. Secretary to President - email login details for TEERA secretary Gmail account - account holds backup copies of all TEERA correspondence for last three years
  - 10. Secretary to database registrar - change of date on national calendar for Oss Foley
- 28/08/2022
- Secretary to Khyle Stewart re SC vetting
  - Secretary to Shannon Hill - NEEEC - acknowledgement of 26 August 2023 ride nomination

**7. Matters arising**

- a) Support for Scottish vet student?
- b) Jill Sheean, OF, KEER ride nominations – on draft 2023 calendar below
- c) Andrew Blake memorial award – on agenda below
- d) Various offers of help for SCs
- e) CS application from Trenton Huxtable – SMC needs to formally approve
- f) AERA database SC proposal for establishing online membership renewal platform
- g) 3 September AERA meeting – summary from Kim Moir attached.
  - i. Rule change proposals
    - A. Riding time – definition will change
    - B. Rule 16.5 – supported – new Rule from 1 Jan 2023
    - C. A few others deferred pending consultation with NVP, registrars
- h) AERA affiliation agreement – OK or changes wanted?
- i) Proposed AERA By-law – disciplining of members (DAs)

**8. Member numbers**

As of 13/9/2022:

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**Adult & Junior Riding Membership**

	2018	2019	2020	2021	2022
NSWERA	431	432	352	429	407
QERA	480	509	423	401	365
SAERA	84	60	67	84	93
TEERA	229	183	135	136	111
VERA	193	186	118	157	155
WAERA	198	198	191	187	175
<b>Total</b>	<b>1615</b>	<b>1568</b>	<b>1286</b>	<b>1394</b>	<b>1306</b>

**9. TEERA SMC meeting agendas**

All correspondence forwarded to SMC for this meeting.

Discussion: Useful? Continue?

**10. TEERA Concussion SOP**

Updated version for review. Changes are minor wording changes and that the reference to EA is removed.

**11. Finance:**

- a. Motion that: *'the previously circulated finance report be noted, the payments therein authorised and the receipts noted'*. Moved, seconded:

Discussion: 2023 Fees and charges are to increase significantly. Advice T/F after 26 October AERA meeting.

**12. State Championships**

Actions from the last meeting:

- Deb will:
  - be the 'main person' who will co-ordinate whatever needs co-ordinating.
  - Compile sponsorship packages for the event
  - Deb, Grace and Trenton will contact potential sponsors and try to 'sell' the sponsorship packages. Associated posts to go onto the TEERA website and FB.
  - Organise the obtaining of placing, BC, completion and other awards

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- Consult as necessary and decide what additional awards (if any) will be offered – eg best managed, encouragement, good sport etc
- Consult others as needed and make a decision about what rides will be offered - 20/40/95/160k?
- Andrew will:
  - Speak to NEEC re cost / profit / loss sharing
  - Speak to NEEC about what permits need to be obtained and who will obtain these
  - Talk to Megan A'Campo re being secretary
  - Request advice from Megan A'Campo on securing a canteen for the event
  - Request advice from Megan A'Campo on securing a rescue float locally for use at the event
  - Consult as necessary (Graeme? Tim J?) in order to obtain lights for the event
- Mark will:
  - Run up a budget and, in consultation with SMC, decide **entry fees**
  - Write to all clubs and members seeking volunteers, including TPRs, to assist at the event. Same to be posted to FB and on the website
  - Contact NTARC and confirm they are available – looking good but still to confirm
  - Ask Roger to put the event details on the TEERA website
  - Arrange vets (+/- CSs if necessary)
- Trenton will:
  - Invite Sandy Little along to officiate as CS (+ consult as necessary to arrange travel and accommodation – he may want to bring Bronwyn??)
- Jess will:
  - Put the event on the national calendar on AERAspace

Discussion:

Actions:

**13. 2022 Calendar**

**Ride nominations 2022**

12-Feb Jill Sheean

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5-March CCER

19-Mar Kentish  
 2-Apr St Helens  
 April 23-  
 25 April 20/40/80/160

14-May STER - Hamilton

28-May WP

18 June Lebrina

8-Jul TQ22

August

1-Oct CCER

15-Oct Portland Riders  
 JG Memorial

29-Oct Oss Foley

19-Nov SCs

**14. 2023 calendar**

A few more nominations have been received.

**TEERA 2023 ride nominations**


4-Feb Jill Sheean

18-Feb Suncoast 20/40/80 no frills - could be  
 18/2

4-Mar WW

25-Mar Kentish

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8/04/2022 (Easter)	STER	2 x 80k and others
22/04/2023	Barnboogle?	
May		
June		
July		
Aug-26	NEEEC	
Sep-22		
	TQ23	
October?	Castra riders?	
29-Oct	Oss Foley	or 4 November

**15. TQ25**

Discussion:

Actions:

**16. TEERA Hall of fame**

Progressing – three bios now up. Several still to do.

Discussion: Kaye has sent along words for Andrew Blake – chasing photo

Action:

**17. EWS**

NFA since last meeting

Note:

- 'Cautionary' letters are sent when horse/rider accrue 30 points or greater.



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- '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.

**18. TEERA merchandise**

Deb to report.

Discussion: TEERA gear went north to TQ22.

Action: NFA for now

**19. Round the table....**

Meeting closed:

Next meeting: 6.30PM Tuesday 18 October, Sassafra.

DRAFT