

TEERA SMC Meeting - Agenda
Tuesday 20 June 2023, 6.30PM.
Sassafras

Meeting opened:

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

Visitors:

Apologies:

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1. Brief welcome from chair

Andrew thanked those present for their attendance.

2. Ratification of minutes of 16 May SMC meeting – previously circulated:

Motion: *'that the minutes of the SMC meeting on 18n April 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) Mark to follow up with Megan Jensen re date for NE CATE day – needs to go on national calendar – done 27/5/23 – date still a work in progress – difficulty obtaining advice from Santarena Park owners re available dates
- b) Various activities need to implement implementation of XERO – Mark and Carolyn to progress – done 22/5 ongoing
- c) Andrew to progress trial of RFID wristbands
- d) Andrew to progress acquisition of vet ring lights for trailer
- e) Andrew to progress acquisition of charging equipment for ETS batteries
- f) Mark to work with Deb W re SC budget – budget has been provided to Deb and Andrew for comment – is in the Correspondence folder
- g) Andrew to repeat calls for EOIs to be on the TQ25 ROC
- h) Andrew to review vet and TPR lists on website to remove irrelevant names
- i) Deb (?) to confirm SC invitations with Lainie and Narelle

5. Matters arising

- a) SC budget
- b) XERO implementation – agenda below

TEERA SMC Meeting - Agenda
Tuesday 20 June 2023, 6.30PM.

Sassafras

- c) RFID wristbands
- d) Trailer lights for vet ring
- e) TQ25 ROC EOIs
- f) Battery chargers

6. Correspondence

In

12/05/2023	Email from Pam Shadbolt - reminder account for trailer transport reimbursement
16/05/2023	Email from Kim Moir - TQ future options paper - circulated to SMC and on June agenda
18/05/2023	Stage 1 CS exam from Trenton - accreditation request sent to AERA
18/05/2023	Email from Kim Moir - minutes of recent AERA MC meeting - June agenda
23/05/2023	Emails re establishment of XERO account
28/05/2023	CEER ride return - forwarded to treasurer for reference
29/05/2023	Email from Kim Moir - AERA meeting info, contact info for database sub-committee
29/05/2023	cc'ed email from Kim Moir to Trenton - CS accreditation
29/05/2023	Email from Kim Moir - new AERA digital user policy
4/06/2023	Several emails t/from Pat H, Andrew M and Mark D re criteria for life membership
1/06/2023	AERA overdue invoice reminder - copy requested
5/06/2023	AERA invoices x 2 - paid
6/06/2023	Email from Pat Hodgetts re life membership criteria
8/06/2023	Email from Felicity Perry - accounts for office expenses and stationery
6/06/2023	Email from Pat H - offer to digitise old TEERA records
12/06/2023	Several emails to/from Mark to AERAspace admin re issues with Krissie Chapple's AS login - her issues unresolved at this point
11/06/2023	Email from Kim Moir - reminder re TQ future options discussion at TQ23
13/05/2023	cc'ed email from Roger to various re insurance cover for NTARC / WICEN etc - covered by TEERA volunteer insurance?
11/06/2023	Email from AERA - April membership and affiliation invoice for payment - paid

Out

TEERA SMC Meeting - Agenda
Tuesday 20 June 2023, 6.30PM.

Sassafras

11/05/2023	Mark to SMC - 16 May SMC meeting agenda
27/05/2023	Mark to SMC - draft 19 May meeting minutes and action sheet for comment

Matters arising

- a) TQ23 future options workshop - discussion paper in correspondence folder. Tas opinions?
- b) Trent's CS accreditation has been finalised
- c) AERA digital user policy – implemented in a climate of increased digital risk. Issues arise at ride where multiple people enter ride data
- d) Life membership criteria

Pat H has been in touch with a number of SMC highlighting that SMC established criteria for life memberships in 2014 or thereabouts. Searches of the records have failed to locate these. However, Pat has put together her best recollection of same – in correspondence folder. She has written formally to SMC about this – letter in Correspondence folder.

Does this have implications for the decision SMC made in May re life membership?

- e) AERA minutes – any comments?
- f) Pat H has offered to digitise old TEERA records – ref to old positive swabs / disciplinary action?
- g) Swab stewards fuel costs
- h) NTARC / WICEN insurance – covered by TEERA volunteer insurance?

7. Finance:

- a. Treasurer's report.
- b. Implementation of XERO
- c. Honorariums for logbook registrar etc

It has been TEERA practice in recent years to cover 'office expenses' for registrars / book-keepers. Is this still appropriate? If yes, for whom?

TEERA SMC Meeting - Agenda
Tuesday 20 June 2023, 6.30PM.
Sassafras

8. 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	Stirling's Crossing, Imbil, Qld
29/7/2023	Winton to Longreach	
29/7/2023	Lebrina	Confirmed
26/8/2023	NEEEC	confirmed, notified
16/9/2023	Baker's Beach	Confirmed, notified
7/10/2023	CCER	confirmed, notified
29/10/2023	Oss Foley	Confirmed, notified
18/11/2023	SCs	confirmed

State Championships

Update from Deb.

SMC Lebrina ride July

What needs to be done?

Mark to do budget, insurance, RM and BS plans (and CS the ride?). Pony club will do the canteen.

Vets? Andrew will ask Khyle.

TEERA SMC Meeting - Agenda
Tuesday 20 June 2023, 6.30PM.

Sassafras

Prizes? No frills - is a fund raiser for SCs.

Comment from Mark – the budget for the SCs is looking good. Does this ride need to be a fund raiser?

9. Defib signs

A member has suggested that there should be signs on the trailer signalling that it contains a defib. Suitable stickers are approx. \$30.

Discussion: Has the defib been checked recently – battery etc. Flick used to do this.

Action:

10. Member survey re ride schedule

Discussion:

Action:

11. 40km time limits

In days gone by a 4-5 hour time limit was routinely set for 40km rides. In recent years, this has not been done – either longer times have been set or no times at all.

There are good arguments for each approach.

Should TEERA have a policy on this?

Discussion:

Action:

12. Scales

A few years back, TEERA purchased scales for clubs. Now that we have the trailer, it is probably not necessary for each club to have its own set.

Discussion:

Action:

13. Anything for the next AERA meeting?

Would TEERA like to agenda anything for the next AERA meeting?

Discussion:

Action:

14. TQ25

Update from Andrew.

15. Ride reports

TEERA SMC Meeting - Agenda
Tuesday 20 June 2023, 6.30PM.

Sassafras

St Helens, Pyengana CS reports in Correspondence folder

Both reports in documents folder.

Rides well commented on by those in attendance.

Goodish numbers at both rides

Pyengana ride unremarkable – nothing significant to report.

Noted that St Helens did not offer completion prizes – has been followed up already by Tara.

Noted that four riders were over time at St Helens.

Discussion:

Action:

16. **Member numbers as of 10/6/23 – FYI**

Adult & Junior Riding Membership

	2019	2020	2021	2022	2023
NSWERA	432	352	429	416	354
QERA	509	423	401	378	358
SAERA	60	67	84	93	87
TEERA	183	135	136	117	100
VERA	186	118	157	158	126
WAERA	198	191	187	175	161
Total	1568	1286	1394	1337	1186

17. **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.

TEERA SMC Meeting - Agenda
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18. **Round the table....**

Meeting closed:

Next meeting: 18 July, Wivenhoe

DRAFT