

TEERA SMC Meeting - Agenda  
Tuesday 12 December 2023, 6.30PM.  
Sassafras

Meeting opened:

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

Visitors:

Apologies:

**1. Brief welcome from chair**

Andrew thanked those present for their attendance.

**2. Ratification of minutes of 14 November SMC meeting – previously circulated:**

Motion: *'that the minutes of the SMC meeting on 14 November, as circulated, 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 write to rider re attendance at December SMC meeting – done 28/11, no response received
- b) Mark to write a piece for FB / website reminding people about ride etiquette / code of conduct - done
- c) Mark and CFJ to catch up week beginning 27/11 to work on 2024 budget - done
- d) Mark to respond to AERA re proposed digital membership card – done 22/11/23
- e) Andrew to draft a Rules amendment that makes provision for By-Laws
- f) Mark to draft amendment to the part of the Rules referencing life memberships – done, circulated to working group 22/11/23
- g) Carolyn to post to FB urging people to consider nominating for SMC in 2024 - done
- h) Andrew to discuss with TQ25 ROC SMC request that a brief written report be provided to each SMC meeting - agenda
- i) A number of actions are associated with the awards night / dinner – detailed in draft minutes – all progressing
- j) State championship feedback to be sought from members on FB. CFJ to progress - done
- k) Mark to confirm 2024 calendar to clubs – done 22/11/23
- l) Mark to write to EA re Pat H's swab status – in progress
- m) Noted that vets should be providing feedback to riders on their assessment. Mark to remind vets that this is useful – draft send to Andrew 24/11 for comment

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**5. Matters arising**

All as above or on agenda elsewhere

**6. Correspondence**

**In**

12/11/2023	Email from AERA database sub-committee - info re online memberships - Nov agenda -response provided - TEERA has no requirement for a hard copy mem card.
13/11/2023	Email from Kim Moir - November AERA meeting notes
16/11/2023	Second email from AERA database sub-committee - info re online memberships - Nov agenda
17/11/2023	Email from Kim Moir - 2024 AERA fees and charges
19/11/2023	
22/11/2023	Email from <b>redacted</b> re attendance at Nov SMC meeting
23/11/2023	Monthly invoice from Xero - forwarded to treasurer
23/11/2023	several invoices for SCs from Deb to treasurer - cc'ed to secretary
23/11/2023	Invoices x 2 from AERA to treasurer - cc'ed to secretary
6/01/2023	Email from Lydia Rigby - KEER has a set or ride scales

**Out**

22/11/2023	Mark to Tas clubs and others - 2024 ride calendar
23/11/2023	Mark to AERA - logbook order
28/11/2023	Mark to rider who left ride CCER Base early - invitation to attend December SMC meeting – phone call 6/12 - no response received
29/11/2023	Mark to AERA - request for letter of support re Pat Hodgett's swab steward accreditation - response received - referred to AERA MC
5/12/2023	Mark to AERA - seeking info about OLMP launch - response received - yes, info close

**7. Matters arising**

- a) KEER has advised it has a set of ride scales. What do we wish to do?
- b) November AERA meeting notes – any comments, questions?

**8. TEERA life membership criteria**

Proposed amendments to the Rules are in the Correspondence folder along with the proposed By-Law. Pat H has also put together a condensed set of LM criteria for consideration, also in the Correspondence folder.

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Discussion:

Action:

**9. Online memberships**

The new AERA online membership management platform is just about ready to go – AERA has advised info / advice about it will be provided to DAs shortly.

Grace may have some comments as she attended a session with the AERA database people.

**10. Annual general meeting**

Date confirmed as 2 March @ the WW ride.

Action: Mark to prepare relevant documentation.

**11. SMC elections**

Retiring SMC are Andrew, Jess, Grace, Trent and Kirstie.

Discussion: FB post needed to get people thinking about it. Carolyn to progress.

Action: Mark to set up notice, election, voting arrangements according to the timeline required by our Rules.

**12. Dinner / awards night**

To be held 16 December, Carinya Farmstay, Mt Roland

From Carolyn: I would like to have some random prizes

IE- lucky door prize, Best Dressed, Loudest competitor, The silent achiever, happiest competitor, Strapper of the year award

Open to ideas - we can do certificates - bottles of wine, chocolates or something to honor the awards? Won't be expensive.

Photographer organised. - Request donated by money from the Raffle Alison and i did.

I need funds for 2 gas Bottles at the dinner

Roger - I request we pay for his meal and send official Invitation - It was discussed last meeting but as usual no outcome.

I may need a few helpers early to set up and potentially collect goods next morning.

**13. Finance:**

**Current Bank account Balances**

General Account: \$3,394.12

Logbook Account: \$10,369.68

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Term Deposit: \$104,033.58

- a. Motion that: *'the finance report circulated for the 12 December SMC meeting be noted, the payments therein authorised and those above and the receipts noted'*.

Moved, seconded:

- b. 2024 budget

Draft in Correspondence folder.

Discussion: Note no increase in AERA fees other than a \$1 increase to the ride entry levy from \$4 to \$5 (in correspondence folder). Recommendation from treasurer is that TEERA fees remains as in 2023 except to lower day membership from \$40 to \$25. The 2023 Fees and Charges form is in the Correspondence folder for reference.

Discussion:

Action:

- c. Audit

Roger kindly offered to be our 'honorary auditor' this year.

Discussion: The accounts will need to be finalised for Roger to do his stuff.

Action: Carolyn to liaise with Roger re his needs?

**14. Ride reports**

State Championships

Discussion: Minimal formal feedback received. Email from Lydia in Correspondence folder. Some verbal feedback to SMC members.

Action:

**15. Swab steward status**

In recent correspondence from EA, it was noted that Pat H was not currently accredited as a swab steward. Various emails were exchanged and her accreditation was re-instated. However, EA has declined to recognise her supervision of AM's rides as a provisional swab steward and has declined to backdate her re-accreditation

TEERA to write to EA asking them to reconsider and to seek support for same from AERA. AERA has agreed and we await its final letter of support.

Decision:

Action: Mark to progress.

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**16. 2024 calendar**

Discussion: The table below is what we have now

Clubs have been formally notified

**TEERA ride nominations 2024**

13/01/24	Castra CATE day	may be 20/1/24
17/02/24	STER	EOI lodged
3/03/24	WW	EOI lodged
16/03/24	KEER	EOI lodged
30/03/24	CEER	EOI lodged
20/04/24	Pyengana	EOI lodged
11/05/24	TQ25 trial	EOI lodged
1/06/24	BB	EOI lodged
15/06/24	Suncoast	EOI lodged
24/08/24	Jolly Lette	EOI lodged
14/09/24	CCER	EOI lodged
18/10/24	TQ24	
9/11/24	Oss Foley	EOI lodged
25/11/23	SCs	

**17. TQ25**

From November meeting:

Noted that the interim agreement has been signed by the TQ25 ROC and is ready to go to AERA for countersigning.

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SMC has requested that the TQ25 ROC provide a brief written report for each DSMC meeting. Andrew to take request to ROC.

Discussion:

Action:

**18. EWS**

No New EWSs.

Letters have been sent

- '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.

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

Next meeting: 16 January, Wivenhoe.