

TEERA SMC Meeting - Agenda  
Saturday 1 January 2022, midday.  
Brickendon Estate, Longford

Meeting opened:

SMC Present: Kaye Mitchell, Andrew Miles, Felicity Perry, Mark Dunn, Tony Purton, Trish Smith, Grace Huxtable, Trent Huxtable, Amelia Napier, Tony Perry

Visitors:

Apologies:

--

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

**2. Ratification of minutes of last SMC meeting (15/12/21 – previously circulated):**

Motion: *'that the minutes of the SMC meeting on 15/12/21, as amended, be accepted as a true record of that meeting'*.

Moved, seconded:

**3. Matters arising**

Nil not elsewhere on agenda.

**4. Actions from previous meetings:**

Yellow actions have been done

- c. State championship trophy. Andrew to arrange repair
- d. Mark to write to NEEEC, acknowledging letter withdrawing 2022 ride nominations
- e. Mark to respond to Debbie Grull re ROTY emails
- i. AERA / TEERA affiliation agreement – to go on AGM agenda
- j. Mark to discuss logo edits with Deb Wylie
- k. Mark to draft AGM docs and publish + email to members
- l. Mark to amend budget to align with fee decisions from meeting
- m. Mark to generate membership and related forms and post to website.
- n. Mark to publicise gaps in 2022 ride calendar and invite EOIs to fill these. Special focus on Easter.
- o. Grace to manage dinner ticketing
- p. Amelia to co-ordinate dinner catering
- q. Mark to write to Angie Clark – in/out gate procedure – finish line
- r. Mark to write award citation for ROTY winners
- s. Mark to write to ROCs re Easter event
- t. Mark to publicise the outcome of the SMC elections

TEERA SMC Meeting - Agenda  
Saturday 1 January 2022, midday.  
Brickendon Estate, Longford

- v. ETS generator – Tony Perry
- w. Ride clocks – Tony Perry
- x. 2022 TPR course – Andrew
- y. **Mark to write to clubs re day member calculation**
- z. Kaye / Tony to progress getting further bios for the TEERA Hall of Fame page – in progress

**5. Matters arising**

- [REDACTED]
- b. Repair to SC trophy – Andrew
  - c. ETS generator – Tony Perry
  - d. Ride clocks – Tony Perry
  - e. 2022 TPR course – Andrew
  - f. Kaye / Tony to progress getting further bios for the TEERA Hall of Fame page – in progress

**6. Correspondence**

**In**

13/12/2021

SMC nomination from Kirstie Lockhart - acknowledged - email sent to nominators seeking confirmation

[REDACTED]

SMC nominations from Grace Huxtable and Trent Huxtable. Acknowledged - emails sent to nominators seeking confirmation

[REDACTED]

14/12/2021

Emails from Andrew Miles, Pat Hodgetts - 2022 SMC nominations - acknowledged

Email from Kim Moir - ROCs need a refund policy, AERAspace data entry,

Email from John Cox - re central highlands adventure weekend - acknowledged that will be discussed 15/1/22

15/12/2021

SMC nomination - Jess Goulding - acknowledged

Email from Mark Dunn - notice of AGM motion

16/12/2021

Email from Pat Hodgetts - withdrawal of 2022 SMC nomination - acknowledged

TEERA SMC Meeting - Agenda  
Saturday 1 January 2022, midday.  
Brickendon Estate, Longford

17/12/2021 Emails from Kaye Mitchell - amended (final) in/out gate procedures

20/12/2021 Email from Kim Moir requesting Tas swab total for 2021 - provided - 10

22/12/2021 Emails from Kim Moir - AERA meeting minutes - forwarded to SMC prior to next SMC meeting

28/12/2021 Email from Kim Moir - 2022 Rule changes - forwarded to Tas CSs

1/01/2022 Financial report for AGM from Roger by email - query from Kaye, resolved

3/01/2022 Emails from Tracy Smee, Nicole Ford re dinner tickets  
Email from Kim Moir - notice of AERA meeting 6 Feb - call for agenda items

5/01/2022 Email from Kim Clark - query re annual logbook return - responded  
Email from Yvonne Downes - AGM apology  
Email from Roger - pre-audit financial report for AGM - posted to website

**Out**

11/12/2021 Mark to SMC - 15 December SMC meeting agenda  
Mark to Pat L and Felicity Perry re logbook correction

12/12/2021 Mark to SMC - draft complaints handling protocol for review

13/12/2021 Mark to KL - confirming KL nomination for 2022 SMC

17/12/2021 Letters confirming election to SMC to Jess Goulding and Kirstie Lockhart

19/12 + 22/12 Mark to exec - advice sought re AGM comms to members

20/12/2021 Mark to exec - redacted SMC meeting minutes for review

23/12/2021 Draft letter to NEEEC circulated to SMC for comment

24/12/2021 Mark to all TEERA members - AGM notice + agenda

31/12/2021 Mark to Shannon Hill, Graham Bucknell - acknowledgement of NEEEC withdrawal of 2022 ride nominations

1/01/2022 [REDACTED]

[REDACTED]

TEERA SMC Meeting - Agenda  
Saturday 1 January 2022, midday.  
Brickendon Estate, Longford

Mark to Angie Clark - further info re finish line procedure +  
in/out gate procedure

[REDACTED]

Mark to Debbie Grull - response to ROTY emails  
Mark to TEERA 2021 award recipients - invite to awards  
night

5/01/2022

[REDACTED]

Mark to all 2021 members re AGM, awards, dinner, 2022  
memberships

7/01/2022

Mark to ROC contacts - 2022 calendar, in/out gate  
procedures, day members

## 7. Matters arising

### a. Central Highlands adventure weekend

Mark Dunn  
Secretary  
Tasmanian Equine Endurance Riders Association (TEERA)  
Via Email: [markdunn1@netspace.net.au](mailto:markdunn1@netspace.net.au)

Dear Mark,

We would like the TEERA to be part of the Central Highlands Adventure Weekend being held from April 22 to April 25, 2022.

This event is activity based, not an information only display and will involve organisations willing to run activities that showcase the types of pastimes or practical skills that can be found in the Central Highlands. It is also an opportunity for TEERA to recruit new participants, members or customers, as well as promote their activity to a broader cross section of the community.

The weekend will involve individual organisation and community activities from Friday to Monday. There will be dinner and entertainment on the Saturday night and opportunities to relax with your participants and other activity organisations at BBQ's and drinks throughout the weekend.

The Central Highlands Adventure Weekend is the initiative of the Great Lake Community Centre (GLCC) to develop awareness of what the Central Highlands has to offer and to raise funds to support their activities throughout the year. The marketing and partner collaboration for the event will be undertaken by the GLCC. Consultation with each participating organisation will be also be undertaken to assist in the planning of their activity or activities in and around the local area.

This type of event has the potential to grow over time and we would love you to be part of that journey in and around the wonderful Central Highlands. Initially some ideas we have for your participation include;

- Conducting introduction ride for new members
- Coordinating an overnight ride for existing members

One of our organising team members will give you a call in the next couple of days to discuss, however if you wish to register your interest before their call, then please send an email to [greatlakecommunitycentre@gmail.com](mailto:greatlakecommunitycentre@gmail.com) with the best contact person and their details.

Yours sincerely,

John Cox  
Event Organiser  
Great Lake Community Centre Committee

TEERA SMC Meeting - Agenda  
Saturday 1 January 2022, midday.  
Brickendon Estate, Longford

Discussion:

Action:

- b. AERA meeting 6 February – call for agenda items – deadline 23 Jan.
- c. AERA →
  - i. ROC refund policy – needed.
  - ii. AERAspace data entry processes – Mark to write to ROCs
  - iii. SUREwise sponsorship – TEERA to promote?

Discussion:

Action:

**8. Member numbers:**

**9. AGM**

Good to go?

**10. End of year awards / dinner**

- a. Update from Amelia

**11. SMC elections - Casual vacancy**

Discussion:

Action:

**12. Finance:**

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

**13. 2022 Calendar**

Draft event calendar has been posted to the TEERA website.

Green highlighted are gaps that might be filled.

TEERA SMC Meeting - Agenda  
Saturday 1 January 2022, midday.  
Brickendon Estate, Longford

**Ride nominations 2022**

12-Feb Jill Sheean

5-March CCER

19-Mar Kentish

April  
15/16/17 Easter. Marathon, 160k?

8-May STER - Hamilton

28-May WP

June

8-Jul TQ22

August

Sep-24 CCER

15-Oct Portland Riders  
JG Memorial

5-Nov Oss Foley

19-Nov SCs?

**14. New AERA ride nomination platform:**

**15. EWS**

No change since December.

Note:

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



TEERA SMC Meeting - Agenda  
Saturday 1 January 2022, midday.  
Brickendon Estate, Longford



**18. TEERA merchandise**

Update (Deb Wylie) – defer until next meeting?

**19. Terms of reference for accessing TEERA grants**

Draft was circulated 26/8/21. Recirculated for comment 21/9/21. No comments received.

Update from Mark - remains a work in progress.

Discussion deferred until next meeting.

**20. Website contacts page**

WWVP, First Aid, Chainsaw – needed?

TPRs – needs an update – needed?

**21. Member consultation**

For rule changes etc.

Discussion:

Action:

**22. TEERA Hall of fame**

Some DAs have a section on their websites to feature their historical heroes.

The principle here is that our heroes will one day be forgotten unless we do something to immortalise them. The TEERA 'Honours' website page lists life members but contains no information about them.

Motion: 'That work be commenced to update the TEERA Honours page with linked information about the life members on it.' Moved, seconded: Mark Dunn, Amelia Napier, Carried.

Action from July meeting: Amelia Napier to progress



**TEERA SMC Meeting - Agenda**  
**Saturday 1 January 2022, midday.**  
**Brickendon Estate, Longford**

Action from September meeting: Tony Purton and Kaye Mitchell have agreed to assist Amelia with this.

Action from October meeting: Claude Filleul's blurb to be posted to website. Done 26/10/21

Discussion:

**23. TEERA complaints handling protocol**

Draft circulated to SMC for comment.

**24. Round the table....**

Meeting closed

Next meeting: Approx. 3.30PM, Saturday 15 January.

---

Agenda for one or more 2022 SMC meetings

1. Drawings as EOY awards
2. Member consultation – Rule changes etc etc – Tony Purton raised at December SMC meeting
3. Cost of trophies to be reviewed. Excessive?
4. ROTY criteria