

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

Meeting opened: 6.34PM

SMC Present: Andrew Miles, Jess Goulding, Felicity Perry, Mark Dunn, Trenton Huxtable, Deb Wylie, Angie Clark (from 6.36PM), Grace Huxtable (until 7.58PM),

Visitors: Angie Clark (to 6.36PM)

Apologies: Kirstie Lockhart

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1. Brief welcome and comments from chair

- a) Appointment of Angie Clark to fill casual SMC vacancy. Moved, seconded: Grace Huxtable, Deb Wylie. Carried.

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: Jess Goulding, Felicity Perry. Carried.

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 position on SMC - done
- c) Andrew to speak to Megan Jensen re accepting a position on SMC – declined for now
- 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 – in progress

5. Matters arising

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- a) AERA [Rule change By-law](#) – TEERA letter (see August minutes) went to AERA and was discussed at 3 September meeting. Proposal voted down, largely on the basis that consultation is already thought to be satisfactory. Trent expressed dissatisfaction with the current process, noting he would review it and consider proposing an amendment
- b) AERAspace costs – explanatory response T/F from AERA

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) STER ride feedback to STER
- b) 2 sets of TEERA meeting minutes
- c) Trailer insurance renewal doc
- d) AERA 3 September meeting agenda
- e) AERA July meeting minutes x 2
- f) KEER ride nomination
- g) FEI horse health requirements
- h) SC budget
- i) 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

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27/08/2022	<p>10. Email from Deb Grull - offer to assist at SCs - acknowledged with thanks</p> <p>11. Email from Deb Grull - 2023 Oss Foley ride nomination - acknowledged with thanks</p> <p>12. Email from Squarespace - notification of price increase for website hosting</p> <p>14. Email from Kim Moir - agenda for 3 September AERA MC meeting</p> <p>15. Email from Jane Parroissen - offer to assist at SCs - acknowledged with thanks - forwarded to Deb W</p>
30/08/2022	<p>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)</p>
2/09/2022	<p>17. Further email from Deb Grull re OF dates for 2023</p> <p>18. Email from Kaye Mitchell - Andrew Blake bio for TEERA / AERA websites - acknowledged - and Email from Kaye Mitchel re presentation of Andrew Blake Memorial award - acknowledged and agenda'd.</p>
5/09/2022	<p>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</p> <p>20. Email from Trenton H - query re CS accreditation - acknowledged - info provided</p> <p>21. Concussion clearance letter from Sky Muir - acknowledged</p> <p>22. Email from Kim Moir - online membership renewal proposal - agenda</p> <p>Email from Roger - finance report for SMC meeting</p> <p>23. Email from Kim Moir - meeting notes from 3 September AERA meeting - acknowledged and provided to SMC in meeting agenda</p>
Out	
16/08/2022	<p>Mark to SMC - KM / TP letter of resignation</p>
20/08/2022	<p>1. Secretary to AERA - AERAspace costs - response received</p>

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- 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
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
- 23/08/2022 8. Secretary to ROCs - get your 2023 ride nominations in
9. Secretary to President - email login details for TEER 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? No – local better.
- b) Jill Sheean, OF, SC, KEER ride nominations – on draft 2023 calendar below
- c) Andrew Blake memorial award – on agenda below – Mark to write to Jennifer Blake inviting her to the SCs to present the award.
- d) Various offers of help for SCs - noted
- e) CS application from Trenton Huxtable – SMC needs to formally approve – Moved, seconded: Deb Wylie, Angie Clark.
- f) AERA database SC proposal for establishing online membership renewal platform – TEERA supports in principle, reservations about the timeline and about loss of control, insufficient detail. Mark to write to AERA expressing this.
- g) 3 September AERA meeting – summary from Kim Moir attached.
 - i. Rule change proposals – Mark spoke briefly to these – noted by SMC
 - A. Riding time – definition will change
 - B. Rule 16.5 – supported – new Rule from 1 Jan 2023

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C. A few others deferred pending consultation with NVP, registrars

h) Proposed AERA By-law – disciplining of members (DAs)

Discussion: general support expressed by SMC. Doc noted to be focused on consultation and mediation as a means of resolving disputes.

Action: Mark to write accordingly to AERA

8. Member numbers

As of 13/9/2022:

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
Total	1615	1568	1286	1394	1306

Noted by SMC

9. TEERA SMC meeting agendas - correspondence

All correspondence forwarded to SMC for this meeting.

Discussion: A trial was held for this meeting such that ALL TEERA correspondence was forwarded to SMC a week ahead of the meeting. Consensus was that this was useful.

Action: Continue for now.

10. TEERA Concussion SOP

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

Discussion: Cosmetic changes noted

Action: Moved it be accepted and uploaded: Deb Wylie, Flick Huxtable. Carried

11. AERA delegate vacancy

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When Kaye Mitchell resigned from SMC she also formally submitted her resignation as a TEERA delegate to AERA to Kim Moir. Shall we nominate someone to replace her or wait until 2023?

Discussion: Andrew spoke to the role of the AERA delegate, noting that any delegate who attends has as much opportunity to speak as AERA MC members, even though they don't vote. Mark noted that delegates vote at AERA general meetings. Trent Motion: Huxtable be appointed AERA delegate. Moved, seconded: Grace, Angie Clark. Carried.

Action: Mark to write to AERA advising same.

12. Finance:

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

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

13. State Championships

Actions:

Sandy is locked in as CS. Trent to do one of his probationary rides as CS. Bronwyn +/- Damien may also come with Sandy.

Permits: Andrew / Deb to liaise with Graeme / Mega J in the first instance and then liaise with Deb and Flick as needed.

Ride base bosses: NEEEC will have someone who knows the area (Tim J?). Mark Wylie and Angela Hawks should also be available.

Vets: Khyle Stewart, Sarah White?, (**Mark to confirm**), Alice to be approached (Angie Clark) as third vet. Other options are there is Alice is unavailable.

ETS: Tony Perry will do and will organise a team to assist.

Helpers: several offers have been received.

NTARC are confirmed. (**Mark to confirm**).

Sponsorship: so far, \$2300 confirmed and received. Another \$2,000 expected. Looking at \$5,500 all up – to cover rugs and other awards. Most rugs are already covered. Hygain has offered \$600 approx. in produce.

Mark to update budget accordingly.

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Pony club will do canteen.

Sunday morning breakfast being considered. [AERAonline?](#)

Rides offered will be 55k elevator/95k elevator/160k

Prizes: 160k buckle (may be some left over from 2021). 95k something else.
55k ditto

General discussion about whether resurrecting the SC Committee would be useful. On agenda for February SMC meeting. Suggested that TEERA SMC run the SCs. Would a fund raiser event be useful? Feb agenda...

NEEEC's petrol costs in track marking etc will be reimbursed.

NEEEC want TEERA to manage all finances associated with the event and do not want any cut of the profit / loss.

Deb to confirm with NEEEC's thoughts on cost sharing including reimbursement for petrol. Deb to confirm venue has been booked.

Andrew will research sourcing lights for the event

Jess to update national calendar with event details

14. 2022 Calendar

Ride nominations 2022

12-Feb	Jill Sheean
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

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8-Jul TQ22
 August

1-Oct CCER

15-Oct Portland Riders
 JG Memorial

29-Oct Oss Foley

19-Nov SCs

15. 2023 calendar

A few more nominations have been received.

Castra may change date to April 2023.

Barnboogle to May 16?

CCER October?

Pyengana?

TEERA 2023 ride nominations

4-Feb Jill Sheean



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

4-Mar WW

25-Mar Kentish

8/04/2022 (Easter) STER 2 x 80k and others

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22/04/2023	Barnboogle?
May	
June	
July	
Aug-26	NEEEC 
Sep-22	TQ23
October?	Castra riders?
29-Oct	Oss Foley or 4 November

Action: Mark to write to JS, SC, WW. KEER, STER, NEEEC, OF clubs confirming dates

Note: advice from SC after meeting that 18 Feb is now not possible for them.

16. TQ25

Discussion: SMC discussed possible venues at length. BARNBOOGLE thought to be the best option.

Actions: Trent to talk to Kirstie L and follow up with Richard etc at Barnboogle and report back to next SMC meeting

17. TEERA Hall of fame

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

Discussion: Kaye has sent along words for Andrew Blake – chasing photo. Kaye to continue with this?

Action: Mark to ask Kaye if she is happy to continue with this task.

18. EWS

NFA since last meeting

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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.

19. TEERA merchandise

Deb to report.

Discussion: TEERA gear went north to TQ22. Went very well!!

Action: NFA for now. SMC who have TEERA gear are encouraged to wear it.

20. Round the table....

Angie: Run a 40k event at start of season? Include an intro day as well? Andrew suggested a 20k as well. Invite guest speakers? Hygain? Vets? CS? Discussion of SC follow up. Sundays? Games for kids?

Action: Agenda for December

Felicity Perry – thanks from Latrobe footy club for trailer loan. May have a sponsor for painting the trailer? Come and try endurance logo?

Action: Felicity to progress

Meeting closed:

Next meeting: 6.30PM Tuesday 18 October, Sassafra.