

TEERA SMC Meeting - Agenda
Tuesday 21 February 2023, 6.30PM.
Church Hall, Sassafras

Meeting opened: 6.46PM

SMC Present: Andrew Miles, Mark Dunn (online), Deb Wylie, Angie Clark, Jess Goulding (from 7.11PM), Trent Huxtable, Alison Lockhart (online), Kirstie Lockhart (online), Carolyn Foley-Jones

Visitors:

Apologies: Grace Huxtable,

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1. Brief welcome from chair

Andrew thanks those present for their attendance. He welcomed and thanked new members Alison and Carolyn for their attendance and willingness to serve on SMC.

2. Ratification of minutes of 31 January SMC meeting – previously circulated:

Motion: *'that the minutes of the SMC meeting on 31 January be accepted as a true record of that meeting.'*

Moved, seconded: Angie, Deb. Carried.

Abstained: Alison Lockhart, Carolyn FJ.

3. Matters arising

Nil not elsewhere on agenda.

4. Election of SMC executive, SMC role allocation

- a) Election of President: Nomination → Andrew Miles nominated. Trent also nominated. An election was held without Andrew or Trent being present. Andrew was elected.
- b) Election of Vice-President: Carolyn and Trent were nominated. An election was held without Carolyn or Trent being present. Trent was elected.
- c) Election of Treasurer: Trent was the sole nominee and was elected
- d) Election of Secretary: Mark was the sole nominee and was elected

These following people were appointed to the listed portfolios:

- e) Database registrar – Jess.
- f) Logbook registrar - Felicity Perry
- g) Vet liaison - Andrew
- h) CS co-ordinator - Andrew
- i) AERA MC member (Mark) – Mark
- j) 2 x AERA delegates (Andrew, Trenton) – Andrew, Trenton
- k) Membership registrar - Grace
- l) Member Liaison, Promotions, Social Media Coordination: - Carolyn
- m) Horse welfare – responsibility of all SMC

TEERA SMC Meeting - Agenda
Tuesday 21 February 2023, 6.30PM.
Church Hall, Sassafras

n) Other?

Appointment of honorary vet: Khyle to be asked.

5. Actions from previous meetings:

- a) Andrew / Trent to construct boxes for ETS gear – in progress – CFJ commented that Tankworld may be prepared provide compliant ETS tags by way of sponsorship
- b) Barnboogle ride September 2023 – Trent to investigate with other stakeholders – in progress – Kirsty commented that the best time for ride with regard to weather is March / April.
- c) Andrew to progress planning for ETS training day – Mark Wyllie has already done some training. Planning for further training is in progress
- d) CCER October ride return not received – Deb to follow up
- e) TEERA membership receipts – GST should not be included – Mark to follow up – resolved, GST no longer on TEERA invoices
- f) Mark to write to Tas CSs, vets seeking EOIs for DA rep at TQ23. – done 10/2/23
- g) Kaye to be asked to write the handbook piece for Q23 – done 14/2/23
- h) TEERA agrees to allocate \$500 sponsorship for one of first 10 TQ23 placegetter rugs – Mark to confirm to TQ23 ROC – done 14/2/23
- i) Mark to write response to Kaye Mitchell re process for SMC nominations – done 14/2/23
- j) Mark to write to AERA nomination Alice Mitchell for accreditation as an endurance vet – done 14/2/23
- k) Mark to send account to Mel Kelly for payment of fine and costs associated with positive swab – done 1/2/23
- l) Mark to notify CCER that formal affiliation for Feb and October rides has been approved – done 7/2/23

6. Matters arising

All as detailed above or elsewhere on the agenda.

7. Correspondence

Mark – as foreshadowed in an email to SMC members in late November, I am finding the new process for managing correspondence troublesome. It does take more work to process and results in SMC members receiving a significant amount of irrelevant or routine information. Also, I do wonder how much of it is reviewed by SMC members.

TEERA SMC Meeting - Agenda
Tuesday 21 February 2023, 6.30PM.
Church Hall, Sassafras

I would like to move that we revert to the previous method of handling correspondence: Seconded Andrew.

- Secretary receives, acknowledges where appropriate, and takes whatever action is required
- Secretary makes a detailed list for distribution to SMC members with the next meeting agenda
- Secretary triages and extracts significant / consequential / important matters for specific inclusion on the agenda
- SMC members invited to request copies of any correspondence they wish to see in full when the meeting agenda is circulated

Discussion: January SMC meeting → Andrew. Prefers previous method as suggested above. Deb, Angie agreed.

Motion as above was moved and seconded by Mark, Andrew and carried.

Action: Mark to implement

In

11/01/2023	Email from AERA DBSC - notice of AERAspace outage - SMC notified via Messenger
17-18/1/23	Email from Johnsons feed co re sponsorship
19/01/2023	email from Sarah Cope seeking forwarding of ad re foat sale to members - responded not TEERA policy to do this and suggested FB, Gumtree
24/01/2023	email from Kim Moir - PA application for TEERA member sent to AERA - Roger has clarified process on website
24/01/2023	email from TQ23 - sponsorship request - referred to SMC
23-25/1/23	Emails from Alice Mitchell re endurance vet accreditation - acknowledged and referred to SMC for consideration
24/01/2023	Email from Kim Moir to Andrew Miles - AAF notice - referred to Jan SMC meeting
27/01/2023	Email from Megan Jensen re EA membership, helmet tagging - response provided - EA not related to TEERA, helmet tagging not mandatory for AERA events. AERA to consider again in 2023
27/01/2023	Email from Carolyn Foley Jones re positive swab, TEERA constitution, Rulebook - responses provided
28/01/2023	cc'ed EWS rider letter from Jess - FP
29/01/2023	cc'ed EWS horse letter - DA

TEERA SMC Meeting - Agenda
Tuesday 21 February 2023, 6.30PM.
Church Hall, Sassafras

30/01/2023	cc'ed Email from Carolyn Foley Jones to mem reg re changing Dylan's surname on AERAspace - return memberships for both Dylan and her if not done
28-30/1/23	Emails from AERA DBSC re AERAspace access - accesses restored until 28 February
31/01/2023	Email from Kaye Mitchel requesting hard copy docs be provided at AGM. Response provided - no - members have had ample notice and time to review and print.
31/01/2023	Email from Linda Tanian re AERAspace permissions - replied, on agenda for Feb SMC meeting
4/02/2023	AERA / TEERA affiliation agreement for signing
7/02/2023	JS ride return from Pam Shadbolt AERA AGM notification - contains request for notification of TEERA MC member and TEERA delegates - Feb agenda
8/02/2023	2022 SC CS report from Sandy via Trenton
13/02/2023	Email from Andrew Miles - CASTRA CATE day report, request for financial support for the day
Out	
11/01/2023	Mark to SMC - all docs for 17 Jan SMC meeting
13/01/2023	Mark to all 2022 members - formal notice of AGM - notice also posted on FB and TEERA website
17/01/2023	Finance report for 17 Jan SMC meeting circulated to SMC
16/01/2023	Mark to SMC - emails exchanged between CFJ and Mark re attendance at 17 Jan SMC meeting.
27/01/2023	Mark to SMC - info re endurance vet accreditation application from Alice Mitchell.
2/02/2023	Mark to MK re AAF - response received and advice provided re payment terms
7/02/2023	Mark to Deb Wyllie/ CCER - affiliation of Feb / October rides
7/02/2023	Mark to 2023 SMC - 31 Jan meeting minutes and action sheet
10/02/2023	Mark to Tas CSs - invitation to EOI for the TEERA TQ23 CS role

TEERA SMC Meeting - Agenda
Tuesday 21 February 2023, 6.30PM.
Church Hall, Sassafras

10/02/2023	Mark to Tas vets (SM, KS, CL) - invitation to EOI for the TEERA TQ23 CS role
14/02/2023	Mark to AERA - vet accreditation application - Alice Mitchell Mark to Kaye Michell - response to letter requesting SMC nomination forms be distributed earlier in 2023 and beyond. Mark to Kaye Mitchell - request to write TQ23 handbook article Mark to TQ23 - TEERA agrees to sponsor top 10 rug @ \$500

Matters arising

- a) Megan Jensen asked whether her Equestrian Tas membership covered her insurance for endurance rides (day membership). Advised not. Also, queried whether helmet tagging was necessary at endurance events. Response provided that not currently required at AERA affiliated events.
- b) AERA / TEERA affiliation agreement needs signing – Andrew and Carolyn to sign and then forward to AERA
- c) Need to notify AERA of TEERA rep to AERA management committee – Mark to action
- d) Ditto delegates to AGM. Deadline is 1 March – Mark to action
- e) MK swab – actions finalised. Payment of fine and costs will be made monthly (\$250/month) until total paid
- f) Johnson's food proposal for sponsorship – CFJ – sponsorship obtained for STER ride – Mark to write to them and accept offer.
- g) CEER request for support for CATE day – on agenda below
- h) TQ23 – EOIs for CSs, vets

Vets: Sue Martin and Celine Lee have submitted EOIs.

Note: Andrew Miles declared a conflict of interest (partner of Celine Lee), left the room while this was discussed and took no part in the decision making process.

Sue was appointed – Mark to write to her informing her of this. And to Celine informing her of outcome

CSs: One nomination only – Andrew Miles. Mark to inform Andrew and advise TQ23.

- i) TQ handbook sponsorship – see proposal circulated with correspondence. NFA - \$500 rug sponsorship seen as an appropriate level of support.

TEERA SMC Meeting - Agenda
Tuesday 21 February 2023, 6.30PM.
Church Hall, Sassafras

- j) Ride and CS reports – State Championships, Jill Sheean
State Championship and Jill Sheean CS reports received. Both unremarkable – no incidents or invasive treatments
- k) AERA Hall of Fame – Keryn Mahony, Sarisha and Lauralyn Notorius all to be nominate - Mark to progress
- l) Agfest demo – a proposal was received from Agfest for TEERA to do a vetting demo at Agfest. Angie to follow up and investigate feasibility.
- m) Ride to time – AERA is soon to consider a proposal from NSWERA to trial a ride to time event, similar to those run by TADRA and DRNZ. SMC's view is that this conflicts with the Rules as it is 'competitive' and, also, that horse welfare issues may arise with horses aiming to achieve the optimum time. Andrew to convey this view at AERA meeting
- n) Draft AGM minutes: Mark: should these be published? SMC agrees. Mark to action.

8. Finance:

- a. Motion that: *'the previously circulated finance report be noted, the payments therein authorised and the receipts noted'*.
Deferred until next meeting.
- b. 2023 budget – note unbudgeted additional income of \$2,500 from swab incident and \$1,000 from SC committee (see below). Noted by SMC.
- c. CEER request for funding for CATE day

To TEERA SMC,

On January 21st Castra Endurance Riders held a Come and Try Day for endurance at our Nietta ride base, of the 20 participants, 8 were non endurance people, 4 were past endurance riders and 8 were current endurance riders. Of these, we anticipate at least 8 new riders will participate in at least 1 regular event in the first half of the year, (one has already done so at JSMR).

Castra Endurance Riders are a new club and this was our first organised event, the outlay for this ride, (\$100 portaloos and \$100 catering) along with other costs like purchasing arrows has been funded from the committee's own pocket.

TEERA SMC Meeting - Agenda
Tuesday 21 February 2023, 6.30PM.
Church Hall, Sassafras

Castra Endurance Riders would like to request TEERA make a financial contribution to the costs associated with this recruiting effort.

Regards, Andrew Miles

Discussion: SMC supports. \$200. SMC noted that, in future such requests should be submitted before the event and be accompanied with a business plan.

Action: Mark to arrange payment.

9. Grants – Tas govt?

All state governments offer a range of grants for community organisations for a range of things, in the main capital improvements. It has been suggested that TEERA should research opportunities and apply where possible.

Here is an example: https://www.sportrec.tas.gov.au/grants_and_funding_programs

There are others.

Discussion: Challenges include that TEERA has no home base. Has been tried before.

Action: CFJ and Trent to investigate opportunities and report back next meeting.

10. State Championships

Previous SC committee has offered SMC the structure associated with the committee. It is incorporated and all that would need to happen is to notify the appropriate regulatory agency of a change in directors. The appropriate process would probably be to appoint an SMC sub-committee called the SC committee and then do the paperwork.

They have about \$1,000 in the bank which would come with the handover.

Discussion: SMC approved the idea.

Action: Mark to progress

11. 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

TEERA SMC Meeting - Agenda
 Tuesday 21 February 2023, 6.30PM.
 Church Hall, Sassafras

8/04/2023 (Easter)	STER	2 x 80k and others confirmed, notified
22/4/2023	Pyengana	confirmed, notified
6/5/2023	Castra	Confirmed, notified
20/5/2023	Suncoast	confirmed, notified
10/6/2023	Gap to fill?	
25/6/2023	TQ23	Stirlings Crossing, Imbil, Qld
July	Gap to fill?	
29/7/2023	Winton to Longreach	
	Gap to fill?	
26/8/2023	NEEEC	confirmed, notified
16/9/2023	Barnboogle?	
7/10/2023	CCER	confirmed, notified
29/10/2023	Oss Foley	or 4 November
18/11/2023	SCs	proposed

Discussion: SMC to run June / July ride (SC fundraising?) somewhere?

Agenda for next meeting

Action: Some discussion re time between OF and SCs. Consensus seems to be 3 weeks is fine. I will liaise with OF re 29/10.

June ride? Alison t liaise with Lebrina folk and get back

12. Dinner / awards night

Discussion: Need master list of awards and what criteria are needed to assess.

Action: Angie and Deb to do. Mark to ask Trish for list.

Date: December thought best. Angie to follow up for next meeting. Noted that the Axeman's Hall of Fame was a great venue in 2022.

TEERA SMC Meeting - Agenda
Tuesday 21 February 2023, 6.30PM.
Church Hall, Sassafras

13. TQ25

Deadline for formal response to AERA confirming we can do it and, ideally, naming the ROC is April.

Please have a look at the invitation from AERA (in correspondence email).

Discussion: Time rolls on...

Action: Andrew to contact the people who expressed interest in being part of TQ25 committee and organise a meeting.

14. Member numbers

Currently (21/2/23) 66 – 72 at same date 2022.

Noted by SMC.

15. EWS

No new EWS since December 2022.

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.

16. Round the table....

Mark noted that AERAonline info form needs to be filled in for each event. Mark to publicise

Meeting closed: 9.24PM

Next meeting: 21/3/23. Wivenhoe.