

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

Meeting opened: 6.39PM

SMC Present: Andrew Miles, Mark Dunn (online), Deb Wylie, Grace Huxtable (online), Carolyn Foley-Jones, Trenton Huxtable

Visitors:

Apologies: Angie Clark, Kirstie Lockhart, Alison Lockhart, Jess Goulding

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: Grace, Deb. Carried.

3. Matters arising

Nil not elsewhere on agenda.

4. Actions from previous meetings:

- a) Redacted
- b) Mark to write a piece for FB / website reminding people about ride etiquette / code of conduct – done, big engagement
- 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 - done
- 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	Email from Brooke Brown Cordell re attendance at Nov SMC meeting. SMS sent 12/12, response received.
22/11/2023	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 of 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?
Noted that KEER has a set – respond to hang onto them. Ditto Portland.
- b) November AERA meeting notes – any comments, questions? No
- c) Disciplinary matter – agreed that lack of respect shown + original Rule breach. 2 ride suspension – Mark to write email and circulate for comment.

8. TEERA life membership criteria

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- a. 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.

Discussion: Proposed amendments supported by SMC. Andrew to propose appropriate AGM motion. Proposed By-Law to be published prior to AGM. Sub-committee to finalise.

Action:

- b. Redacted.

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.

Noted that on track for 1/1 launch.

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 honour 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 - approved

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

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Outcome: Roger away so not relevant. Invite to be issued. Andrew to call and invite
I may need a few helpers early to set up and potentially collect goods next morning.

Discussion: CFJ – most awards finalised.

Photos – photographer arranged. \$150 will photo – TEERA will own the photos.

44 odd tickets sold. Disappointing.

All in hand

13. Finance:

Current Bank account Balances

General Account: \$3,394.12

Logbook Account: \$10,369.68

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: Mark, Trent. Carried

Discussion: Much discussion about the process for paying accounts. Payments to be made in accordance with TEERA Rules either approved in advance or retrospectively.

- 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 remain 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.

Note – PA is now \$165 and \$50

Discussion: Budget accepted: Mark, Deb. Carried.

Action: Mark to publicise. Mark to notify Grace.

- 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

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

No CS report received.

Action: Deferred to Jan.

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.

16. 2024 calendar

Discussion: The table below is what we have now

Clubs have been formally notified

SCs a decision for March SMC.

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

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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. In progress.

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

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....

Trent: one official line of correspondence preferred. Not chat and email.

Agreed. No decisions made on chat. Chat has its benefits.

Meeting closed 8.31Pm

Next meeting: 16 January, Wivenhoe.