

TEERA SMC Meeting - Minutes
Saturday 30 July 2022, 10.00AM.
Riverlands, 159 Wellington St, Longford

Meeting opened: 10.12AM Suspended at 11.00AM. Formally adjourned at 12.10PM as quorum lapsed during the Longford meeting.

SMC Present on 30/7/22: Andrew Miles, Jess Goulding, Felicity Perry, Mark Dunn, Tony Purton, Kaye Mitchell, Trenton Huxtable

Visitors: Part of meeting - Megan Jensen, Megan A'Campo, Melissa Stewart.

Apologies: Kirstie Lockhart, Deb Wylie, Grace Huxtable

Adjourned meeting resumed 6.33PM Tuesday 16 August at Church Hall, Sassafras. Resumed at Agenda item number 11 – 'Member numbers'

Present: Andrew Miles, Jess Goulding, Felicity Perry, Mark Dunn (online), Trenton Huxtable, Grace Huxtable, Deb Wylie (from 6.40PM), Kirstie Lockhart (online)

Visitors:

Apologies:

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1. Brief welcome and comments from chair

TEERA President Andrew Miles thanked those present for their attendance.

2. Fuel costs for Longford meeting

SMC confirmed a few years back that the practice of SMC members being able to claim reasonable costs associated with their participation in the SMC remains appropriate. SMC members who wish to claim fuel costs for attending today's meeting should feel comfortable doing so.

Discussion: Noted by those present.

3. TQ25 – On club meeting agenda

Discussion: Discussion left for meeting with clubs.

4. Ratification of minutes of last SMC meeting (21/6/22 – previously circulated):

Motion: *'that the minutes of the SMC meeting on 21/6/22, as amended, be accepted as a true record of that meeting'*.

Moved, seconded: Kaye Mitchell, Jess Goulding. Carried.

5. Matters arising

Nil not elsewhere on agenda.

6. Actions from previous meetings:

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- a) Andrew – Firm recommendations on acquisition of ride trailer generator, clocks, battery charger to come to July SMC meeting

Discussion: Clocks – state of the art is \$3k. Consensus is that is too much to spend. **Decision** to check cost of options from Officeworks or similar. Budgets of \$200 approved – Andrew to progress.

Generator – **Decision** - 3.5kw or thereabouts to be obtained. Budget of \$1500 approved – Andrew to progress.

Battery charger – One trickle charger to be purchased and installed. Budget of \$250 approved – Andrew to progress.

- b) Mark to convey TEERA's views on rule change proposals to TEERA – in progress
c) Mark to circulate to clubs updated ride trailer SOP and in/out gate procedure - done
d) Members to be encouraged to register for PICs - done
e) Mark to write to Lara Baker-Condon declining invite to have a presence at Agfest - done
f) Mark to write to **Redacted** lawyer - done
g) Mark to write to **Redacted** - done
h) Andrew to follow up SC lead he has had - done
i) Hodgetts / Nicolle bios to be posted to TEERA Honour Roll on website - done
j) Mark to post to FB seeking suggestions for a good home for TEERA IR thermometers – done, some useful feedback
k) Deb to arrange TEERA jackets for Tas team for TQ22 – done, they looked great and were well regarded
l) Grace to get membership registrar computer to Roger for review - done
m) Mark to write to CSs re gear checks – be diligent for obviously unsafe gear, in particular helmets - done
n) Mark to write to Suncoast PC re proposed Jan ride date – done, date clarified – 11 Feb

7. Matters arising

- a) IR thermometers – “Is there a charity you could donate them to that still has to take peoples temps ie the RDA, or Pony clubs for their human first aid kits, Or even Ronald McDonald House etc?”

Action - Mark to donate to aged care facilities, sporting clubs etc. One to be retained.

8. AERA meeting – Rule change proposals

- a) Aera Rule change By-law

The existing By-law is attached.

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Mark – suggest TEERA moves that **the red text** is added to the by-law.

Discussion: Agreed. **Moved, seconded:** Kaye, Tony. Carried. Mark to write to AERA.

9. **Correspondence**

In

- 14/06/2022 Email to Andrew from **Redacted** - forwarded to Mark
Invoice from EA - swabbing charges
- 20/06/2022 Email from Kim Moir - response to motion register query.
No register kept by AERA but TEERA query prompted consideration of this
- 21/06/2022 CS report from May WW ride from Andrew Miles -
unremarkable - a good ride, nothing to report.
- 22/06/2022 Email from Kim Moir - notice of next AERA MC meeting
with deadline for submission. Forwarded to exec
- 23/06/2022 Email from Roger - queries re bank entries + expression of
discontent re 'loose' record keeping for same
- 23/06/2022 Email from AERA (Deb Edwards) - AERAonline invoice for
Pied Piper ride
- 23/06/2022 Email from Kaye Mitchell - Pat Hodgetts bio for Honour
Roll
- 23/06/2022 Accounts from Deb Wylie for Pied Piper ride prizes -
forwarded to Roger for processing and payment
- 29/06/2022 Email from Kim Moir - May AERA MC meeting minutes and
briefing notes - notes to be forwarded to SMC for next
meeting
- 2/07/2022 Email from Kim Moir - agenda for 17 July AERA MC
meeting - forwarded to exec for comment / review
- 2/07/2022 Email from Kim Moir - info and forms to support swabbing
- forwarded to Pt Hodgetts cc Andrew - Tas target for 2022
is 8 swabs and we have already done 5 with up to 4 to be
done at SCs
- 4/07/2022 Email from Graham Bucknell - nil NEEEC to attend
Longford meeting
- cc'ed email from Deb Wylie to Roger - accounts for
payment - TQ22 uniforms for Tas team

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	RSVP from Krissy Chapple for Longford meeting - acknowledged
6/07/2022	RSVP from Lydia Rigby for Longford meeting - acknowledged
7/07/2022	RSVP from Megan Jensen for Longford meeting - acknowledged
17/07/2022	Email from Roger re NTARC availability in November - not available for 6/7 Nov.
19/07/2022	Email from Megan Jensen - lodgement of agenda item for Longford meeting - acknowledged and background info requested
20/07/2022	Email from Kim Moir encouraging DAs and clubs to get their 2023 ride nominations in
Out	
14-15/06/2022	SMC meeting agenda to SMC - 2 emails
15/06/2022	Redacted agenda posted on TEERA website
23/06/2022	Mark to Redacted - response to March 2022 letter from him
25/06/2022	Mark to SMC - SMC 1 June meeting minutes and action sheet for review Mark to SMC - TEERA comments on Rule change proposals for review Mark to NTARC - thanks for Lebrina ride
27/06/2022	Mark to Kim Moir - TEERA report for 17 July AERA MC meeting
28/06/2022	Mark to Kim Moir - TEERA comments on Rule change proposals
3/07/2022	Mark to Tas ROCs - invite to 30 July Longford ROC meeting Longford meeting RSVP reminder to ROCs
14/07/2022	Mark to Tara / Suncoast re 28 Jan 2023 ride nomination - consider a Feb date? Mark to CSs requesting attention to monitoring compliance with gear safety Rules Mark (via Andrew) to Leigh Stevens re Dylan Stevens' name

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Email from Mark to members - encouraged to register for a PIC. Also on FB

Mark to Lara Baker Condon re request to have a presence at Agfest 2023 - declined as TEERA has insufficient resources

Mark to Tas club contacts - ride trailer SOP update, in/out gate procedures + info on Longford meeting.

20/07/2022

Mark to exec for comment - Draft Longford meeting AGENDA

10. Matters arising

a) Redacted

11. Member numbers

As of 21/7/2022:

Adult & Junior Riding Membership

	2018	2019	2020	2021	2022
NSWERA	431	432	352	429	396
QERA	480	509	423	399	351
SAERA	84	60	67	84	91
TEERA	229	183	135	136	111
VERA	193	186	118	157	148
WAERA	198	198	191	187	174
Total	1615	1568	1286	1392	1271

12. TEERA SMC meeting agendas

From Trenton: I would like to move a motion that the agenda for meetings be sent out to the smc one week before the meeting date and that all "correspondence in" be attached with the agenda. This would allow the smc a little time to do some research if required on matters to be discussed and also give our members a clear deadline for their correspondence to be submitted.

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Trent → Motion: In the week prior to the SMC meeting, the agenda be circulated to the SMC with key documents attached. These documents include relevant financial statements, previous meeting's minutes and correspondence in and out.

Rationale: this would allow members to find all relevant information in one email. Further, unless an emergency, no circulation of correspondence would be required until the week prior to the meeting.

Discussion: General agreement. Moved Trent, seconded Grace. Carried.

Action: Circulation of full correspondence in and out to be trialled.

13. Aeraspace

From Trenton: I would like to look at the costings for aeraspace and have it recorded in our minutes of the actual ongoing costs of aeraspace and what it is that we are spending our money on. On the last report from Aera I counted over \$20 thousand in outgoing costs.

Discussion: Need to see what the \$\$\$ are being spent on. Mark noted that he has had input from other people nationally expressing similar concerns

Action: TEERA to write to AERA requesting a detailed breakdown on what the AERAspace \$ are spent on.

14. Finance:

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

Discussion:

Actions from June meeting: Deb to follow up CCER payment shortfall.
Grace to follow up Kentish payment- received. Grace / Flick / Mark T/F
WW ride and Ada Dare membership – resolved.

Action: All issues resolved. NFA.

15. 2022 Calendar

Ride nominations 2022

12-Feb Jill Sheean

5-March CCER

19-Mar Kentish

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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
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August	
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1-Oct	CCER
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15-Oct	Portland Riders JG Memorial
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29-Oct	Oss Foley
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19-Nov	SCs?
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Discussion / Action: CCER ride will be 1 October – unable to run 23 September.

TEERA to run SCs with assistance from NEEEC - 18-20 November. Deb to liaise with NEEEC committee. All clubs to be asked to assist with volunteers – Mark to write to clubs + members. Deb to co-ordinate. Mark / Andrew to arrange CSs and vets.

Deb to put up a post seeking sponsorship for SCs. Deb to work on sponsorship packages. Grace, Deb, Trent – to work on contacting potential sponsors.

Mark to write up a detailed action list.

16. 2023 calendar

A few nominations have already been received. Clubs need to be encouraged to get their nominations in ASAP.

Castra group looking at incorporating soon and staging a ride in late 2023.

Action: Mark to write to clubs asking them to get their nominations in

17. Chief steward ride reports

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Lebrina: Mark - attached. As usual, a few minor issues rose – all resolved satisfactorily. Skye recovered well from her knock. Cleared to ride again however letter of clearance not yet received.

Noted by SMC.

18. Ride feedback forms

Minimal feedback received. Are these useful? Should we continue with them?

Discussion: General consensus the initiative is useful.

Action: Keep it running for now.

19. TEERA Hall of fame

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

Discussion:

Action: Deferred. Need to find a new person to progress this

20. EWS

Redacted

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.

21. TEERA merchandise

Deb to report.

Discussion: TEERA gear went north to TQ22.

Action: NFA for now

22. Round the table....

Felicity – diesel heater has been installed in trailer. Other work still to do to accommodate generator etc.

Meeting closed: 8.05PM

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Next meeting: tonight (16/8/2022), Sassafras.

DRAFT