

TEERA SMC Meeting  
Wednesday 16 June 2021, 6.30PM  
Sassafras Fire Station and elsewhere  
Minutes

Meeting opened: 6.33PM

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

Visitors: none

Apologies: Trish Smith

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

**2. Ratification of minutes of last SMC meeting (19/5/21 – previously circulated):**

Motion: *'that the minutes of the SMC meeting on 19/5/21 be accepted as a true record of that meeting'*.

Moved, seconded: Trent, Grace. Carried

**3. Matters arising**

Kaye questioned the need to redact sensitive matters. Principle agreed by SMC is that what is redacted should be minimised. Noted that SMC have access to unredacted minutes.

**4. Actions from previous meetings:**

All actions noted from the last meeting have either been done or are on the agenda elsewhere.

- a. Mark to write to Deb Grull thanking her for her thoughts - done
- b. Mark to write to Tara - done
- c. Remove old meeting room liability – from accounts – Mark to Roger - done
- d. Mark to progress insurance on trailer, ETS and trailer contents – on agenda elsewhere
- e. Mark to draft note for members re need to take care to comply with social media Rules - done
- f. Kaye to develop a proposal for ROC meeting with SMC – on agenda elsewhere
- g. Tony to develop a discussion paper for how to judge the Horse of the Year award – is the award needed? – on agenda elsewhere
- h. Mark to write to Tara re webmaster role - done
- i. Mark to write to AERA requesting a Tas ride be one of the test events for the new ride nomination platform - done
- j. Mark to progress Hall of Fame idea – on agenda elsewhere
- k. Mark to email SMC to progress face to face meeting arrangements – on agenda elsewhere
- l. Mark to provide pens for ride trailer - done
- m. Mark to publish awards survey – done and on agenda elsewhere
- n. Mark to liaise with Tony re further development of the SOP for the ride trailer – on agenda elsewhere

**5. Matters arising**

All on agenda elsewhere.

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**6. Correspondence**

**In**

- 14/05/2021 Trailer insurance quote from Strategic Insurance - acknowledged and forwarded to SMC
- 16/05/2021 Email from Deb Wylie re VGIH \$ support for CCER ride 26 June
- 19/05/2021 Email from STER President - request for payment of ROC of the year award form 2020 - \$500
- 20/05/2021 Email from Debbie Grull re difficulty in obtaining COC - Surewise unresponsive - replied with contact details
- 22/05/2021 Mark (as AERA rep) to SMC re national sponsorship proposal
- 24/05/2021 Email from Andrew Miles - CS report for April CCER ride  
Email from EA - meeting invite for TEERA Chair 8 August  
Email from Felicity Perry - ride nomination Pink ride
- 25/05/2021 Account from Strategic Insurance - Ride trailer - forwarded to Roger for payment  
Email from Debbie Grull re high vis bibs - needed for 5/20k riders? Acknowledged  
Email from Debbie Grull re replacing old 80k bibs - acknowledged, noting I'd follow up
- 27/05/2021 Email from Roger Nichols re sourcing microchips  
Email from Strategic Insurance with name on policy corrected
- 28/05/2021 CS report from Ian Sims - STER ride
- 31/05/2021 SC nomination MEER - forwarded to SMC
- 3/06/2021 Email from Linda Tanian - advice on AERAspace, including new software version - forwarded to SMC  
Email from Kim Moir asking whether TEERA has a concussion policy. Responded yes + SOP
- 7/06/2021 Email from Kim Moir / Mark Dunn re Rule 50 meaning
- 8/06/2021 Email from Kim Moir re Surewise insurance contacts  
Email from Kim Moir re AERA invoicing - forwarded to SMC, Roger for info  
Three emails from TQ21 - news, invitation to advertise and invitation to purchase raffle books/tickets - on next meeting agenda  
Email from Roger noting Trenton still needs to finalise his banking authority  
Email from Roger offering to attend proposed ROC meeting, representing WICEN, NTARC - acknowledged
- 9/06/2021 Finance report from Roger - forwarded to SMC  
Email from Kim Moir - CS needed for TQ21  
Email from Kim Moir - Vet needed for TQ21  
Email from Kim Moir - agenda for 19 June AERA MC meeting - forwarded to SMC with comments from Mark re Rule change proposals

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**Out**

|            |  |
|------------|--|
| 22/05/2021 | Mark to SMC re STER \$500 award  |
| 23/05/2021 | Draft minutes, action sheet to SMC for review  |
| 24/05/2021 | Mark to Roger re meeting room line item in accounts - removed<br>Mark to Strategic Insurance accepting trailer insurance quote.<br>Mark to SMC - TN letter for review<br>Mark to SMC - DG letter for review<br>Mark to AERA - expressing an interest in being a test site for the new ride nomination platform - acknowledged by AERA with thanks<br>Mark to SMC re face to face meeting<br>Mark to SMC - draft note to members re Social Media Engagement Rules<br>Mark to SMC - draft agenda for 16 June meeting |
| 26/05/2021 | Email to Strategic Insurance notifying incorrect name on policy  |
| 29/05/2021 | Mark to D Grull in response to 8 May letter re various SMC correspondence  |
| 31/05/2021 | Mark to Tara Nicklason - letter from SMC re survey<br>Mark to Ian Sims re CS accreditation<br>Mark to SMC - Wattlewood Park CS report  |
| 1/06/2021  | Mark to Surewise - notification of potential PA claim  |
| 4/06/2021  | Mark to SMC - draft TEERA report for AERA MC meeting for comment   |
| 5/06/2021  | Mark to SMC re ride trailer SOP  |
| 7/06/2021  | Mark to Kim Moir - TEERA report for June AERA meeting  |
| 8/06/2021  | Mark to SMC - draft SMC meeting agenda for review  |
| 13/06/2021 | Mark to TEERA members - awards survey  |

**7. Matters arising**

- a. Potential PA insurance claims from STER ride – notified to insurer and AERA – no claim expected – both riders are OK
- b. Ride bibs – 80k, 40k – Andrew – on agenda below
- c. TQ21 info – Mark to comment on emails received from TQ21 committee – raffle, merchandise – issue is that the basic info has been provided by TQ21 with the expectation that TEERA appropriately formats for Facebook and, possibly, elsewhere. Mark reported that this has proved difficult. SMC agrees that it is the responsibility of TQ21 to promote its event effectively.
- d. Chief steward for TQ21 – Mark to email CSs for EOIs
- e. Vet for TQ21 – Mark to email Khyle, Colleen, Celine for EOIs
- f. Face to face meeting – SMC meeting with clubs and SMC July meeting

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Kaye detailed venue options. In progress and Kaye to report back and confirm date wrt venue availability. Mark / Kaye to finalise agenda and invitations to clubs.

**8. Finance:**

- a. Motion that: *'the previously circulated finance report be noted, the payments therein authorised and the receipts noted'*. Moved, seconded: Kaye, Tony Perry. Carried
- b. Insurance for ride trailer, ETS and other miscellany – Mark – request for quote sent to Jodi Gardam 9/6/21 – included detailed list of ride trailer contents. Waiting on a response.

**9. Ride reports.**

- a. CS reports
  - i. CCER
  - ii. STER

Some comments from Mark on the missing HHDs from the two 20k late arrivals.

As Ian wrote, when we became aware of this the two riders were asked to unload their horses and keep them away from any other horses until we'd had a discussion about what to do.

They pleaded ignorance as to the need to bring the HHDs along. FYI, there was no notice on the STER ride nomination page telling folk this was a mandatory requirement - this has now been put back on the nomination pages for all rides - and this is also not specifically spelled out on the form itself.

I asked Khyle, as head vet, for his suggestion. He suggested he examine the horses and, if no biosecurity threat or horse health issue was identified, the horses be allowed to start. Both Ian and I agreed with this - this was what I was thinking too, largely on the basis that my assessment of the risk of a biosecurity incident in Tasmania at this time is minimal. Not wanting to disappoint / discourage two riders, one young, who had travelled up from Hobart was also a factor.

Proposed action - already done - ensure that the ride nomination pages on the website note that presentation of a HHD is a mandatory requirement for entry to the ride base and decline entry to those who arrive without one.

- iii. Wattlewood Park

All noted – no further comments.

**10. Sub optimal ID pages in log books**

Mark reported that he had noticed at recent rides that a few horses have had log books with ID pages that are missing obvious markings on the horse, presumably because the owner has sent along a poorly completed ID sheet. This has been discussed on the AERA CS Facebook group – consensus was for the ride CS / owner to amend the ID page so that it does match the horse.

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Action - head vet and CS to amend page, annotate and sign. Mark to email to CSs to advise.

**11. AERA Rule change proposals - attached**

Mark noted that, as the AERA MC member from Tasmania, it is his intention to support all Rule change proposals.

SMC supports except for the 'blood' rule proposal. Some SMC believe the change is unnecessary and, also, that it might be 'gamed'. AERA MC member Mark agreed to put this to the AERA MC meeting.

SMC believes that, in future, Rule change proposals need to be circulated to the wider membership – this to be done in future.

Mark commented that, with the change in AERA Constitution, the process for Rule changes is currently uncertain and vague at an AERA level.

He added that all decisions by the AERA MC are now, in theory, made by the MC members independently of their DA SMC. He further added that, regardless, he believed all MC members, including him, are likely to be strongly influenced by the views of their respective DA SMCs.

**12. Member numbers:**

FYI

**Adult & Junior Riding Membership**

|        | 2017 | 2018 | 2019 | 2020 | 2021 |
|--------|------|------|------|------|------|
| NSWERA | 474  | 431  | 432  | 352  | 406  |
| QERA   | 465  | 480  | 509  | 423  | 360  |
| SAERA  | 83   | 84   | 60   | 67   | 80   |
| TEERA  | 223  | 229  | 183  | 135  | 125  |
| VERA   | 210  | 193  | 186  | 118  | 143  |
| WAERA  | 159  | 198  | 198  | 191  | 176  |
| Total  | 1614 | 1615 | 1568 | 1286 | 1290 |

Agenda for next meeting – membership drive?

**13. Succession planning for ETS**

At present, we are dependent on Tony Perry to manage this – there is a need to train others in its setup and use.

Action - Mark to ask for EOI on Facebook and website. SMC to approach potential targets personally.

Noted that a Standard Operating Procedure documents is needed, perhaps as part of the ride trailer SOP. Tony Perry has agreed to run this up. On agenda for SMC/club meeting.

**14. SOP for ride trailer**

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Further refined and circulated – for discussion. New proposal (Mark, Tony Perry) is that TEERA absorbs the \$100 per ride cost of ride trailer transport. Action - on agenda for ROC meeting.

**15. Awards**

- a. Member survey re awards has been provided to members – Kaye to report on results at next meeting
- b. ROC of the year award - Kaye requesting clarification of selection criteria - Kaye and Mark to progress. (Did MEER get ROC\$ 2019?)
- c. Horse of the year award criteria – Tony Purton - in progress

**16. Refresher clinic for Tas endurance vets**

Should TEERA arrange for an experienced endurance vet (eg Anne Barnes) to come to Tassie to conduct a refresher for our vets?

Action: Mils and Andrew to progress the idea and report back to next SMC meeting. Possibility of opening this up to all vets nationally was flagged. Mark to enquire about the possibility of obtaining vet CPD points for attending such a session.

Mark noted that a new training and accreditation procedure for endurance vets is a work in progress by the AERA National Vet Panel and Sydney Uni Vet school.

The possibility of obtaining a mainland vet for our state championships was also discussed. TEERA to pay 3rd mainland vet for the purposes of providing training to Tas vets at State champs where it is possible to observe heaps of runouts? On agenda for next meeting.

**17. Ride nominations:**

- a. Progress of AERA platform – Mark reported work on this continues

**18. Microchips**

TEERA to provide or not? From Pat H:

*'we used to get them from AERA. Now from local vets. I think the last lot through Debbie Grull. If needed --- perhaps could ask Celine to provide at near cost !!??'*

*Now that things have progressed from the dark ages it is perhaps the responsibility of the owners to arrange from their local/usual vet to supply and insert the microchips.*

*All horse owners should have access a local vet who insert microchips. Some breeders/stud owners are known to have a supply of microchips ( from ??? ) and pop them into foals soon after they are born.*

*I think Teera could walk away from this supply now.*

*I still have concerns that the horse ID should be done by equine vets that understand the process and terminology BUT if the microchip is correct then the ID does not really matter unless there is no microchip reader avail.'*

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Action: TEERA no longer to provide chips. Mark to post note to website and FB

**19. High vis bibs**

40/80k bibs - Andrew

Email from Debbie Grull 25/5/21 (Mark – acknowledges and told we'd discuss at this meeting).

Hello TEERA,

A few years back we replaced the 40 km ride bibs with high vis yellow.

The driver for this was state roads, who may be consulted by some ride committees for an event/endorsement ride permit (where the ride incorporates some state roads in the event).

I recall it being somewhat interesting to negotiate the proposal to update 40 km ride bibs to new high vis bibs, with the TEERA SMC, with a final decision that high vis bibs were essentially a no brainer.

I wonder what high vis bibs we have for the 20 km riders, or 5 km riders, or stallion riders?

Can TEERA please table this as a topic for discussion please.

At present, (I think) TEERA uses

high vis Orange (black print number) for 80 km riders

high vis Yellow (black print number) for 40 km riders

high vis Yellow (white print number) for 160 km riders

yellow or old green bibs not high vis for 20 km riders

re bibs not high vis for 5 km riders

stallions (blue bibs with a letter) not high vis

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Discussion – SMC believes all bibs are currently in use are fit for purpose

Action – 20k bibs, stallion bibs to be replaced when the budget allows. Trent to research Aus standard (if there is one). Mark to reply to Debbie noting SMC consideration of matter and actions.

Andrew and Amelia to progress the offer to members to replace their old or worn 80k bibs.

**20. Early Warning System (EWS)**

Trish to report directly to Pink ride CS on any relevant matters

**21. State Champs**

Call for expressions of interest has gone out – deadline was 31 May. One EOI received – MEER. SMC accepts nomination and congratulates MEER on stepping up.

Needs to go on calendar (Nov 12-14) and promotion of the event needs to start. Mark to ask Trish to add to calendar.

Noted that while the key MEER members are relatively young, their committee has some very experienced people on it.

The possibility of obtaining a mainland vet for our state championships was also discussed. TEERA to pay 3rd mainland vet for the purposes of providing training to Tas vets at State champs where it is possible to observe heaps of runouts? On agenda for next meeting.

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**22. Round the table....**

Tony Perry noted that the Pink ride was VGIH vetting.

Grace and Mils to remind riders that blue ribbons should only be used to identify stallions.

Andrew congratulated Felicity on her very capable handling of the difficult situation that arose at the bridge a few kms into the WW ride.

Meeting closed: 9.20PM

Next meeting: 3.00PM Saturday 17 July, Longford.

DRAFT