

TEERA SMC Meeting - Agenda
Tuesday 15 August 2023, 6.30PM.
Church Hall, Sassafras

Meeting opened: 6.32PM

SMC Present: Andrew Miles, Mark Dunn (online), Deb Wylie, Angie Clark, Grace Huxtable (from 6.47), Carolyn Foley-Jones, Jess Goulding (from 6.47PM), Kirstie Lockhart (online), Alison Lockhart (online), Trent Huxtable

Visitors: Pat Hodgetts

Apologies:

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1. Brief welcome from chair

Andrew thanked those present for their attendance.

Discussion re notice of meetings in the context of two meetings this year being postponed due to multiple late apologies.

No change to SOP. Noted that sometimes people do need to apologise.

2. Ratification of minutes of 18 July SMC meeting – previously circulated:

Motion: *'that the minutes of the SMC meeting on 18 July, as circulated, be accepted as a true record of that meeting.'*

Moved, seconded: Deb Wylie, Angie Clark. Carried.

3. Matters arising

Nil not elsewhere on agenda.

4. Actions from previous meetings:

- a) Jess to update Jolly Lette ride details on AERAspace calendar - done
- b) Andrew to finalise vet and TPR website lists and forward to Roger for actioning – in progress
- c) Angie to commence work on life membership criteria (with Tara and Trent) – Underway, Angie has reviewed other organisations' criteria (PCs etc). Tara and Trent have had input. Pat H to input too. Discussion paper to come back to SMC meeting September.
- d) Mark / Andrew to check defib @ Lebrina ride – done - operational, needs servicing. Andrew to take from Scottsdale ride and deliver to St Johns Burnie for service. Mark to circulate info to ROCs, CSs that defib needs to be checked at each ride.
- e) Mark to notify Lydia of TEERA sponsorship for BB ride (Sat vet) – done
- f) Mark to affix defib signs to ride trailer - too wet to do at Lebrina – will do at Scottsdale, weather permitting
- g) Mark to work with CFJ and AM to set up appropriate finance report for each SMC meeting – suggested format sent to CFJ cc AM by Mark 20/7 – in progress

TEERA SMC Meeting - Agenda
Tuesday 15 August 2023, 6.30PM.

Church Hall, Sassafras

- h) Mark to liaise with Roger to have Mark appointed as a bank administrator with Wpac and Deb W and CFJ be appointed authorisers – in hand. Deb authorised 20/7. Form to authorise Mark progressing
- i) Andrew to manage the acquisition of land access permits for SCs – in hand
- j) Mark to prompt ROCs to get their 2024 nominations in noting that 18 May might be the TQ25 trial – done 1/8
- k) Mark to draft advice to ROCs re 40km and 80km time limit for review by SMC – 5 hours max recommended. Time extensions on 80km rides should be rare – 40km withheld, 80km done 1/8. Agenda.
- l) Deb – CCER scales to go into ride trailer – in hand
- m) Mark to determine location of other scales – email sent to ROCs 1/8 – awaiting responses – Mark to repeat request
- n) Mark to publicise the fact that all members and RPs need to have an email address registered in AS – advice sent to ROCs 1/8. Comments from Trent that this is not mandatory noted – advice from TEERA to be modified accordingly.
- o) Mark to liaise with SAERA re ‘special events’ setup for TQ24 – TQ24 does not meet the special events criteria. Matter referred to Alison for follow up

5. Matters arising

- a) Life membership criteria – in hand – report due in September.
- b) SC land access permits – Andrew to progress
- c) CCER scales to go into ride trailer – Deb W to follow up
- d) TQ24 Spirit fares – in progress. Alison to report back next month. Pat H – had a look at new ship plans. May be possible to visit horses in transit.

6. Correspondence

In

15/07/2023	cc'ed email from Angie to CFJ - account for fund raising chocolates
18/07/2023	Emails x 2 from CFJ to MD - financial reports - filed
19/07/2023	cc'ed emails x 2 from Roger N to CFJ re accounts setup
20/07/2023	Email from Sue Martin - thanks to TEERA for opportunity to vet at TQ23
20/07/2023	Mark to TT Line - query re criteria for group booking / special events - provided by TT Line and circulated to SMC
21/07/2023	2 x emails from Roger N and CFJ re tracking TEERA term deposit - outcome - must be manually included in XERO
21/07/2023	Email from Strategic Insurance - trailer and contents insurance - agenda - account in correspondence folder

TEERA SMC Meeting - Agenda
Tuesday 15 August 2023, 6.30PM.

Church Hall, Sassafras

21/07/2023	Email from XERO - monthly account
22/07/2023	Various emails between Roger, Carolyn and mark re term deposit
1/08/2023	TQ25 committee minutes - August SMC meeting agenda
1/08/2023	Statement (accounts) from AERA
4/08/2023	Email from Kim Moir - encouraging DAs to get ride calendars for 2024 done by the end of October - Tas ROCs were reminded of this last week
4/08/2023	Email from Kim Moir - meeting notes from last AERA MC meeting - in Correspondence folder
6/08/2023	Invoices x 4 from AERA - forwarded to treasurer for processing
8/08/2023	Email from Andrew Miles - 2024 CEER ride nominations

Out

13/07/2023	Mark to SMC - 18 July SMC meeting agenda
13/07/2023	Request to Surewise for amended COC for Lebrina ride - provided by Surewise 14/7
20/07/2023	Mark to CFJ cc Andrew - suggested format for financial reports to SMC
22/07/2023	Mark to Lydia R re BB ride - offer to fund Sat vet
26/07/2023	Mark to SMC - draft 18 July minutes and action sheet for review
1/08/2023	Mark to ROCs -emails x 2 - advice re 2024 nominations, maximum times, scales, email addresses. Response from Debbie Grull re dates pencilled in - advice provided. Mark to Khyle Stewart re how to pay vet fees from Lebrina - reply received 5/8 - forwarded to Carolyn for payment

Matters arising

- a) Trailer insurance – account received from insurer - \$945 – was \$917 last year. Pay? – Authorised and paid.
- b) From Sue Martin →

From: Martin, Sue E <Sue.Martin@nre.tas.gov.au>

Sent: Wednesday, 19 July 2023 11:28 AM

To: Mark Dunn <markdunn1@netspace.net.au>

Subject: Re: TQ23

TEERA SMC Meeting - Agenda
Tuesday 15 August 2023, 6.30PM.
Church Hall, Sassafras

Hi Mark

Hope your trip back from Qld went well.

Really enjoyed the experience vetting at TQ23- was great to meet and work the other vets/ stewards/ volunteers there...and such lovely weather (and facilities!)

Could you please pass on my thanks to the TEERA committee for the opportunity to attend TQ23. It was much appreciated. It was a great opportunity to learn from others and inspiring to see the determination/ dedication of all involved

Many thanks

Regards

Sue

Noted by SMC.

- c) AERA meeting notes – and comments from SMC members? NFA
- d) AERA meeting 17 September – anything from TEERA? NFA

7. Finance:

a. Treasurer's report

XERO reports in correspondence folder on Google drive

Bank Account Ending 1578 - Balance \$13,524.43

Bank Account Ending 4142- Balance \$12,437.00

Billings Awaiting Payment

Leanne's trophy House - Lebrina Sponsored Trophies \$238.50

AERA Ride Returns - \$803.00

Kyle and Colleen Stewart - Vets at Lebrina \$ 1344.00

Foley-Jones Arabians - IGA Sheffield Chocolates for Volunteers Lebrina \$30.19

Foley - Jones Arabians - Tax Invoice for Volunteer Gifts \$68.30

Outstanding Invoices awaiting payment \$2,280.00

- All for State Championship sponsorship

3 @ \$500

1 @ 400

1 @\$200

1 @ 180

Andrew – appreciated the ease of using Xero.

TEERA SMC Meeting - Agenda
Tuesday 15 August 2023, 6.30PM.

Church Hall, Sassafras

Discussion about how to charge people for horses that receive treatment at rides.

Logistics from horse treated at Lebrina ride in hand – Andrew to progress.

Comments on format of reporting →

Mark – do the XERO accounts reconcile now that we have the opening balances from Roger?

Motion that: *'the finance report circulated for the 22 August SMC meeting be noted, the payments therein authorised and the receipts noted'*. Moved, seconded: Jess, Grace. Carried

- b. Term deposit – matures 25 August → Current Westpac offers are
 - I. 4.85% for 12 to 23 months
 - II. 4.20% for 6 months
 - III. Plus 0.10% if renewed online

Rates on offer from other banks are similar.

Action: Motion. That we reinvest \$100k Wpac to best rate available from Wpac for 6/12. Carolyn, Deb W. Carried

- c. Close the Comm Bank acc? SMC supports – account no longer needed or used. Motion to close CBA. Carolyn Angie. Carried. Andrew to progress.

8. Ride report - Lebrina

CS report in correspondence folder.

In short, the ride went OK but generated a financial loss of approx. \$300 due to the lowish entry numbers (43). All prizes were donated.

(Debbie G would like anything left over from her contributions to be returned to her for OF).

There were a few challenges:

- a) The conditions were poor, mostly for officials – cold with occasional driving rain. Track was slippery in parts.
- b) The ride base was chopped up badly.
- c) There was a rider injured – concussion protocol invoked. Rider recovered well.
- d) Noted that a few things missed for the ride – eg no toilet paper. No person in control. Lack of comms about who did what.
- e) Noted that Lebrina is not an appropriate venue for a ride in wet conditions.
- f) One horse received invasive treatment after it had completed its 40km ride. It was required to remain at the ride base overnight. It travelled home well and recovered well. Initial thinking by CS was that completion status would need to be changed to V/O metabolic.

TEERA SMC Meeting - Agenda
Tuesday 15 August 2023, 6.30PM.

Church Hall, Sassafras

This subsequently proved to be unnecessary as the treatment was provided to the horse after it had left vet control.

Much discussion re appropriateness of current rule v the old 2 hour rule.

51.3 If invasive treatment is administered to a horse whilst under veterinary control:

b) after the horse has successfully completed the ride, the horse may be eliminated, if the head or treatment veterinarian consider the invasive treatment was necessary to ensure the immediate welfare of the horse.

Until approx. 2010 there was a two hour time limit imposed - ie IT after 2 hours did not result in a V/O.

Some SMC believe the old Rule was more appropriate.

Action: Andrew to write a query, through Kim, to NVP, Rulebook SC seeking their view.

9. 40km maximum times

There was much discussion on FB about this (over 100 comments) with two main themes emerging:

- a) Times that present some sort of a challenge should be set in order to prepare people for longer rides.
- b) Times should permit everyone to successfully complete - perhaps 6 hours or no limit at all – this in order to be inclusive of all peoples' needs.

My (Mark) sense is that the latter option was the dominant view (or mounted the better case?)

Discussion: Lots of chat around the two options above. Option B above looks goodish. People who want to progress to endurance rides should be encouraged to complete in good times. Noted that horses taking 6 hours may be a horse welfare issue.

Possible change of criteria for endurance qualification? – 2 x 40km rides in a particular time?

Action: Mark to write appropriate follow up to FB post.

10. 2023 calendar

4/2/2023	Jill Sheean	confirmed, notified
18/2/2023	CCER	requested - notified

TEERA SMC Meeting - Agenda
Tuesday 15 August 2023, 6.30PM.
Church Hall, Sassafras

4/3/2023	WW	confirmed, notified
25/3/2023	Kentish	confirmed, notified
8/04/2023 (Easter)	STER	2 x 80k and others confirmed, notified
6/5/2023	Castra	Confirmed, notified
20/5/2023	Suncoast	confirmed, notified
3/6/2023	Pyengana	confirmed, notified
25/6/2023	TQ23	Stirling's Crossing, Imbil, Qld
29/7/2023	Winton to Longreach	
29/7/2023	Lebrina	Confirmed
26/8/2023	NEEEC	confirmed, notified
16/9/2023	Baker's Beach	Confirmed, notified
7/10/2023	CCER	confirmed, notified
29/10/2023	Oss Foley	Confirmed, notified
18/11/2023	SCs	confirmed

State Championships

Safety plan needed. Existing risk management plan probably covers it.

Andrew to do COC.

Chocolate drive in hand.

Issues with buckles – Deb to follow up.

Noted that \$2000 cash pledged has already been received.

Most rugs committed.

Organisation well in hand.

2024 calendar

Clubs have been asked to get their nominations in and some have done so.

TEERA SMC Meeting - Agenda
Tuesday 15 August 2023, 6.30PM.

Church Hall, Sassafras

The full moon in May 2024 is on Thursday 23 May and the full moon in May 2025 is on Monday 12 May. Therefore, the TQ25 start date / time should be midnight 16 May 2025. Date / time for 2024 TQ25 trial should be midnight Friday 17 May?

I (Mark) have had a bit of a go at running up a 'desirable' schedule incorporating the notion that winter rides should be at bases and on tracks that are appropriate for the time of year and that rides in the north-east and south should ideally have three week gaps either side to encourage attendance.

TEERA ride nominations 2024

13/01/24	Castra CATE day	may be 20/1/24
10/02/24	JS?	
17/02/24	STER	EOI lodged
3/03/24	WW	EOI lodged
16/03/24	Castra	EOI lodged 2/3/24 second pref.
30/03/24	Easter Saturday - KEER?, BB?, CCER?, STER?	
20/04/24	Pyengana	EOI lodged
4/05/24	STER?, KEER?, BB?, CCER?	
18/05/24	State Championships / TQ25 trial	
22/06/24	Scottsdale?	
20/07/24	St Helens?	
16/08/24	Jolly Lette?	
21/09/24	CCER?	
12/10/24	?? (was STER)	
18/10/24	TQ24	
4/11/24	Oss Foley? Later in November?	6/11 is Rec Day
25/11/23	BB?, KEER? CCER - 160km?	

TEERA SMC Meeting - Agenda
Tuesday 15 August 2023, 6.30PM.
Church Hall, Sassafras

Comments: Lots of chat re options.

Action: Mark to progress and continue discussions with ROCs.

11. Member survey re ride schedule

Discussion: 2 or 3 week block. 3 month break in winter?

Action: Deb to write post seeking views.

12. TQ25

Minutes from the ROC's first meeting are in the correspondence folder.

Discussion: Mark – report for AERA?

Action: Brief report to be done - Celine

13. Member numbers as of 9/8/23 – FYI

Adult & Junior Riding Membership

	2019	2020	2021	2022	2023
NSWERA	432	352	429	416	389
QERA	509	423	401	378	369
SAERA	59	66	83	92	97
TEERA	183	135	135	116	106
VERA	186	118	157	159	130
WAERA	198	191	187	175	166
Total	1567	1285	1392	1336	1257

14. Colours for EOY awards

Discussion: Green and gold or state colours?

Action: Green, gold, red. State colours.

Specific awards: Angie to manage and order.

Agreed that there would be separate prizes for people who win both points and distance.

15. Volunteer grants

TEERA SMC Meeting - Agenda
Tuesday 15 August 2023, 6.30PM.
Church Hall, Sassafras

Expression of Interest

The latest round of the Volunteer Grants Program is open to receive Expressions of Interest (EOI).

\$66,225 has been allocated to the Braddon electorate and your organisation can submit an EOI for funding between \$1,000-\$5,000 to support your wonderful volunteers.

Following are the links to the EOI form and program guidelines. The completed form should be emailed to gavin.pearce.mp@aph.gov.au or it can be dropped into my office at 2/32 Wilmot Street, Burnie if that works better.

Please note, only the one page EOI is required to be submitted at this stage. If your organisation is selected for funding, all other documentation, including quotes, will be sought then.

[EOI here](#)

[Guidelines here](#)

As always, thank you for everything you and your volunteers do within your local communities and if you require any assistance please do not hesitate to contact my office on 6431 1333.



TEERA SMC Meeting - Agenda
Tuesday 15 August 2023, 6.30PM.
Church Hall, Sassafras

Discussion: Andrew reviewed the criteria. Light tower?

Action: Andrew to apply for grant for lights.

16. EWS

One horse and one rider to receive 30 point letters. In hand.

There have been no rides and no further EWS activity since our last meeting.

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.

17. 'Round the table....

Carolyn – who wrote then Quilty magazine article? Kaye Mitchell wrote the piece – approved by SMC.

Meeting closed 8.55PM

Next meeting: 19 September, Wivenhoe.