

TEERA SMC Meeting - Minutes  
Tuesday 21 June 2022, 6.30PM.  
Sassafras Community Hall, 75 Chapel St, Sassafras

Meeting opened: 6.35PM

SMC Present: Andrew Miles, Jess Goulding (online), Felicity Perry, Mark Dunn (online), Tony Purton (online), Kaye Mitchell (online), Kirstie Lockhart (online), Grace Huxtable, Deb Wylie

Visitors:

Apologies: Trent Huxtable

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

**2. AERA meeting – Rule change proposals**

a) Aera Rule change By-law

The existing By-law is attached.

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

Discussion: **Deferred to next meeting**

Action:

b) A number of Rule change proposals (attached) are on the agenda for the next AERA management committee meeting in July. The proposals were emailed to all TEERA members on 9 June and members were encouraged to attend tonight's SMC meeting to express their view.

Discussion: No non-SMC members attended this meeting. No written submissions were received.

All proposals supported by SMC except the minimum time on track proposal and the proposal re 16.5:

**Change to Table 2 and rules 8.6, 29.2 and 47.4**

This is about incorporating a definition of 'minimum riding time' as 'the minimum time that a horse or rider must spend on the track – ie from leaving the departure gate/spot to being timed in off the track – to comply with rules 8.6, 29.2 and 47.4.'

While TEERA understands that horse welfare rationale behind the proposal, it believes the logistics of managing actual time out are impractical. It believes the existing practice, at least in Tasmania, of setting the minimum time for novice horses at 3 hours provides a sufficient safety margin. Further, any change does not overcome the fact

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that there remains the possibility that a rider will ride 2/3 of a ride way too fast and the final 1/3 at a walk (or similar scenario), allowing it to comply with the minimum ride time set.

It believes that there already exist mechanisms for dealing with riders who attempt to game the Rule, for example, the Horse Code of Conduct Rules.

It believes the existing Rule, where the commencement of riding time is referenced to the expiry of the hold time (Table 11), remains fit for purpose.

#### **Rule 16.5**

The proposal to amend 16.5 is opposed by TEERA on the basis that it is a) unaware of any adverse outcomes resulting from the existing Rule and b) that the proposal is complex and difficult to understand. It does not rule out supporting an amended proposal in the future.

#### **50. USE OF LOGBOOKS**

TEERA supports the proposal to add a new clause (50.3) to Rule 50. It will move an amendment to the proposed change to add the underlined words.

50.3 If a horse has been issued with a logbook, and that logbook cannot be presented at a ride for legitimate reasons, as determined by the officiating CS, the details of the ride may be entered on a day card and must be transcribed to the logbook before the next ride entered. The CS must check the horse's history and verify its ID on AERASpace to ensure it is eligible to nominate for the ride. The Vet Card shall be retained by the ride CS and delivered to the DA Registrar. The logbook must be forwarded to the DA Registrar and the Registrar must transcribe the ride details from the day card to the logbook, prior to the horse entering any subsequent event. It should be noted in the logbook that the details have been transcribed from a day card.

Action: Mark to write to TEERA expressing its views as above. Circulate to SMC for comment first.

### **3. Ratification of minutes of last SMC meeting (17/5/22 – previously circulated):**

Motion: *'that the minutes of the SMC meeting on 17/5/22, as amended, be accepted as a true record of that meeting'*.

Moved, seconded: Kaye Mitchell, Deb Wyllie. Carried.

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4. **Matters arising**

Nil not elsewhere on agenda.

5. **Actions from previous meetings:**

Yellow highlighted actions are done

- a) Remind ROC secs to upload ride results ASAP
- b) Redacted
- c) Mark to work up a spreadsheet as a means of keeping a record of 'significant' motions
- d) Mark to notify clubs of day member process for ride returns
- e) Mark to tell Roger to re-invest TEERA's capital for 3 months
- f) Mark to inform ROCs of process and wording required on AERAonline nomination portal
- g) Mark to seek further EOIs for SCs on FB and by direct mail to clubs
- h) Mark to provide WW with feedback from last ride
- i) Andrew to research ride trailer generator, clocks, battery charger – choices have been made by Andrew for clocks – awaiting feedback from suppliers on cost. Generator – in progress. Leaning towards 3-4kw which would run office plus lights. Battery charger – in progress - leaning towards small solar powered units mounted on trailer roof. Firm recommendations to come back to SMC in July.
- j) Mark to circulate to clubs updated ride trailer SOP and in/out gate procedure
- k) Mark to write to AERA – Paypal would be useful addition to the AERAonline payment gateway.
- l) Members to be encouraged to register for PICs

6. **Matters arising**

- a. Significant motion register has been started – attached for review

Discussion: Noted by SMC

Action:

7. **Correspondence**

In

14/05/2022	Email from Kim Moir - agenda for 21 May AERA MC meeting - forwarded to SMC for comment
15/05/2022	Email from Kim Moir - new CS report form - forwarded to Tas CSs
24/05/2022	Account for swab postage from Pat Hodgetts CS report from STER ride from CS Mark Dunn

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	Hard copy ride trailer insurance renewal from Strategic insurance - forwarded to exec for approval to pay - approved and paid. (Policy docs scanned and filed in correspondence in mailbox).
26/05/2022	Email thread from Trish Smith re process for AERAonline nominations
26/05/2022	cc'ed email from Roger to W'pac re term deposit - reinvest for 3/12
27/05/2022	
	Redacted
27/05/2021	
	Redacted
29/05/2022	WW ride return from Flick - acknowledged Account for trailer transport to and from STER Glenelg ride from Tony Perry - forwarded to Roger for payment.
30/05/2022	2023 ride nomination from STER - Easter - 2 x 80k + shorter rides Ride nominations from Suncoast (Tara) for Jan 28 and March 18 2023 Email from Westpac - confirmation of new term deposit - 3 months @ 0.74%.
4/06/2022	Draft bios from Kaye for TEERA Hall of Fame - Laurie Nicolle and Pat Hodgetts - on agenda
7/06/2022	Message from Lara Baker-Condon, Agfest equine entertainment co-ordinator. Enquiring re endurance interest in demo at Agfest. Acknowledged

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10/06/2022

WW ride nomination for 2023 - 4 March

13/06/2022

Finance report from Roger - on meeting agenda

**Out**

26/05/2022

Draft SMC meeting minutes to SMC for review

27/05/2022

**Redacted**

31/05/2022

Mark to AERA - can PIC codes be made optional on AERAonline - response received. Notice to go on help section that 'not known' will be allowed.

Mark to AERA seeking advice on wording for 'How to enter' docs on AERAonline - no response received

1/06/2022

AERA Rule change proposals + Rule change by-law to SMC for review

3/06/2022

Mark to WW contacts - attendee feedback on April WW ride

Mark to Tas club contacts on State championships, AERAonline, ride results, day members

14/06/2022

Mark to AERA - recommend adding Paypal as a payment option for AERAonline

**8. Matters arising**

**I. Agfest presence**

Lara Baker-Condon, Agfest equine entertainment co-ordinator wrote to TEERA asking whether we are interested in having a presence at Agfest 2023.

Discussion: Thanks but no thanks – insufficient resources to commit.

Action:

**2. Redacted**

**9. Member numbers**

As of 14/6/2022:

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**Adult & Junior Riding Membership**

	2018	2019	2020	2021	2022
NSWERA	431	432	352	429	394
QERA	480	509	423	399	348
SAERA	84	60	67	84	89
TEERA	229	183	135	136	111
VERA	193	186	118	157	144
WAERA	198	198	191	187	171
Total	1615	1568	1286	1392	1257

**10. 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.

Kaye → 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: **Deferred – next agenda.**

Action:

**11. Inappropriate / unsafe gear**

Concerns have been expressed to an SMC member from non-endurance people observing poor fitting or unsafe rider gear.

Relevant rule is 57.1: *It is the responsibility of the rider to ensure that their riding tack is 'fit for the purpose', safe and that all tack and material placed on a horse fits appropriately and does not cause harm or injury to the horse.*

Discussion: Comes from FB photos being referred to an SMC member. SMC considers it is a CS responsibility to deal with something clearly inappropriate.

Action: NFA. SMC member to report back to person(s) who raised the matter.

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**12. Aerospace**

From Trenton: I would like to look at the costings for aerospace and have it recorded in our minutes of the actual ongoing costs of aerospace 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: Mark → business case spreadsheet attached. This is highly confidential and commercial in confidence. To state the obvious, it should not be shown to any non SMC and the details should not be discussed with any non SMC.

Discussion: **Deferred. Longford meeting?**

Action:

**13. AERA online:**

Discussion: AERAonline has now been used for three rides in Tas.

Mark – people are getting used to it – minimal issues. Verbal report on Lebrina experience will be provided at this meeting.

Mark: no issues from Lebrina ride. No requests for phone entry or cash on the day payment.

ROCs have been informed that that phone entries and cash payments on the day must be offered and that refund policy needs to be stated.

**14. Finance:**

- a. Motion that: *'the previously circulated finance report be noted, the payments therein authorised and the receipts noted'*. Moved, seconded: **Deferred**

Discussion:

There are two unpaid \$25 day member fees – one from the CCER March ride and another from the WW May ride (disputed).

The ride return and associated payment from the March Kentish ride has now been received by Roger – payment has been made into the bank account.

Action: Deb to follow up CCER. Grace to follow up Kentish - amount.  
Grace / Flick / Mark T/F WW ride and Ada Dare membership.

**15. 2022 Calendar**

**Ride nominations 2022**

12-Feb Jill Sheean

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5-March CCER  
19-Mar Kentish  
2-Apr St Helens  
April 23-25 April 20/40/80/160  
14-May STER - Hamilton  
28-May WP

18 June Lebrina

8-Jul TQ22

August

Sep-24 CCER

15-Oct Portland Riders  
JG Memorial

5-Nov Oss Foley

19-Nov SCs?

a) **State championships** – Andrew to follow up a lead he’s had.

**16. 2023 calendar**

A few nominations have already been received.

**TEERA 2023 ride nominations**

28-Jan Suncoast

4-Mar WW

18-Mar Suncoast

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7-10 April      STER      2 x 80k and others

Mark to write to Suncoast re proposed Jan date. Historically, rides in January have been poorly supported – might a Feb date be better?

**17. Chief steward ride reports**

Wattlewood 28 May: To follow

Andrew: Unremarkable – ride went well.

**18. Ride feedback form**

WW May ride member feedback attached.

Discussion: **Noted by SMC**

Action:

**19. TEERA Hall of fame**

Two further drafts received (Thanks Kaye) - Laurie Nicolle and Pat Hodgetts. Attached for review.

Discussion:

Action: Mark to post to TEERA website

**20. TEERA COVID supplies**

TEERA has some infection control supplies left over from those acquired via the 2020 grant – 6 x IR thermometers, a bunch (20+) of containers of hand sanitiser and a bunch of disinfectant wipes.

Discussion: What should we do with these? Mark discussed with Aged Care Facility manager and Tas ambulance paramedic. No useful suggestions emerged.

Action: Mark post a note to FB seeking suggestions

**21. EWS**

No change since last month.

Note:

- 'Cautionary' letters are sent when horse/rider accrue 30 points or greater.

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- '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.

**22. TEERA merchandise**

Deb to report.

Discussion: Little interest...

Action: No further action

**23. Round the table....**

State team for TQ22 - Deb to arrange jackets for Tas team riders at TQ22 – TEERA to pay

Grace to liaise with Roger re membership registrar laptop

Meeting closed: 9.05PM

Next meeting: Saturday 30 July Longford.

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Matters deferred until a future SMC meeting

**1. Terms of reference for accessing TEERA grants**

Draft was circulated 26/8/21. Recirculated for comment 21/9/21. No comments received.

Update from Mark - remains a work in progress.

Discussion: Longford agenda.

**2. TQ25**

Discussion:

Action: