

VICTORIAN ENDURANCE RIDERS' ASSOCIATION INC.

STATE MANAGEMENT COMMITTEE MEETING AGENDA/MINUTES

Date 16th March, 2024

Time 11am

Albion Hotel, Kyneton

- WELCOME BY PRESIDENT

- PRESENT

Paul Nugent. Donna Nicholas. Russell Gillingham. Sheree Bishop. Nicole Porter. Shannon Decker

- APOLOGIES

Sioux Reid. Simon Thomas.

- CONFLICT OF INTEREST

The Conflict of Interest register was confirmed

Committee Member	Point of Conflict	Reason
Paul Nugent	Bek Williamson (point score officer) Lancefield Ride	Personal Relationship Ride Organiser
Sandy Little	Bronwyn Cuthbertson, Damien Little	Personal Relationship
Sioux Reid	Moyston Ride	Ride Organiser
Sheree Bishop	Smythesdale Ride	Ride Organiser

- VISITORS None

- MINUTES FROM MEETING HELD ON 21ST FEBRUARY & 27TH FEBRUARY, 2024

6.1 Amendments None

6.2 Adoption

Motion No.(1) Mar 24: That the minutes from the meeting of 21st February, 2024 be adopted.

Moved: Nicole Porter

Seconded: Shannon Decker

Carried: Yes

Motion No.(2) Mar 24: That the minutes from the meeting of 27th February be adopted.

Moved: Sheree Bishop

Seconded: Donna Nicholas

Carried: Yes

6.3 Business Arising: None

- RATIFICATION OF ONLINE MOTIONS**

Description	Yes	No	Abstain	Non Vote	
<p>SPECIAL RESOLUTION</p> <p>That the AERA Constitution be changed so that Section 15.2 is amended from: 15.2 The term of each member of the Management Committee shall be two (2) years, subject to this Constitution. No member shall be eligible to serve more than three consecutive terms, after which time the member is required to stand down for at least 2 years.</p> <p>To: 15.2 The term of each member of the Management Committee shall be two (2) years, subject to this Constitution and members shall be eligible for re-election.</p> <p>Moved: Sioux Reid. Seconded: Donna Nicholas</p>	9			3	
<p>Daisy Bryson to be disqualified from Moyston Endurance Ride 100km Elevator, on the grounds of 50.2 Log Book infringement</p> <p>MOVED: Nicole Porter SECONDED: Shannon Decker</p>	4	3	1	3	

Eaglehawk Extravagana to hold stand alone 80km event Saturday 20 th April, 2024 Moved: Nicole Porter Seconded: Paul Nugent	11				
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- RATIFICATION OF ONLINE MOTIONS

Motion No.(3): Mar 24 That the ratification of the online motions be adopted.

Moved: Nicole Porter

Seconded Donna Nicholas

Carried: Yes

- CORRESPONDENCE

8.1 Inwards Correspondence

Date	From	Details
23/2/24	Mark Gabb Webmaster	Reminding us about scams and what to look for.
23/2/24	Donna Robertson	Thank you for swift response re: Gerz Amended Ride Application
23/2/24	Kim Moir - AERA	AERA Delegate Nomination Received.
23/2/24	Marty Bryson	Re: Point Scoring and Meet & Greet Kits.
24/2/24	Kim Moir – AERA	AERAs 2024 price list.
25/2/24	Sheree Bishop	Smythesdale Bush Bash Ride Application FWD to SMC
26/2/24	Clare Fleming	Burrumbuttock Dual Affiliation request FWD to SMC
26/2/24	Trish Van Donk	Ride Application
27/2/24	Kim Moir AERA	Notice of AERA Annual General Meeting 27/3/24 FWD to SMC
28/2/24	Linda Tanian	Re: Ride Calendar Co-Ordinator access.
28/2/24	Kim Moir – AERA	Special Resolution Proxy votes for AGM -
1/3/24	Lesley Hawson	Response to representing VERA at TQ 24. FWD - SMC
2/3/24	Linda Tanian	EOI for VERA representation at the Tom Quilty Gold Cup 2024
3/3/24	Linda Tanian	AERA access to Nicole . FWD – Nicole and Paul
5/3/24	Webmaster	Re: State Champs merchandise. FWD – SMC Uploaded to website
6/3/24	Kim Moir - AERA	AERA Correspondence re Special Resolutions
10/3/24	Kim Moir – AERA	Updated Online Nomination System Form
10/3/24	SAERA	Notification of invitation for dual affiliation of rides with SAERA
11/3/24	Kim Moir - AERA	Meeting Notes and proposed changes to Logbook FWD - SMC
11/3/24	Louise Mackey	State Champs Merchandise
12/3/24	Helen Spencer	EOI for VERA representation at the Tom Quilty Gold Cup 2024
13/3/24	Kim Moir - AERA	AERA Annual General Meeting Documents FWD - SMC

14/3/24	Clare Fleming SAERA	Dual Affiliation of Tumbarumba 27/28 July 2024
14/3/24	Linda Tanian	Re: Access to AERASPACE
14/3/24	Jen Green	Confidentiality Agreement

8.2 Outwards Correspondence

Date	To	Details
23/2/24	Donna Robertson GERZ	Amended ride application approved by SMC.cc Paul Nugent, Jen Green, Mark Gabb and Nicole Porter.
23/2/24	Kim Moir AERA	Requesting AERAs 2024 price list.
23/2/24	Mark Gabb Webmaster	RE: New Website hosting payment approved.
23/2/24	Kim Moir AERA	AERA Nomination for Management Committee.
27/2/24	Bronwyn Cuthbertson	Response to postage pricing for logbooks.
27/2/24	Bronwyn Cuthbertson	Response regarding corflute signs.
27/2/24	Linda Tanian	Who has access to AERASPACE.
27/2/24	Jen Green	Confidentiality Agreement
27/2/24	Damien Little	Confidentiality Agreement
28/2/24	Kim Moir AERA	Response re: Helmet Tagging
28/2/24	Kim Moir AERA	Special Resolution from VERA for AERA AGM
28/2/24	Linda Tanian	Response re: Ride Calendar Co-Ordinator access.
28/2/24	Kim Moir – AERA	Special Resolution Proxy votes for AGM
28/2/24	Vets & Chief Stewards	EOI re: Tom Quilty Gold Cup. Narelle, Lesley,Ash, Weh, Helen. Digger, Sandy, Paul, Linda.
6/3/24	Mark Gabb	Re: Removing EOI 2023 State Champs from website
6/3/24	Mark Gabb	Re: Removing 2023 State Champs raffle
6/3/24	Mark Gabb	Request to upload State Champs Merchandise
13/3/24	Kim Moir – AERA	Affiliation Agreement
14/3/24	Jen & Mark	Requesting uploading of 2 x minutes to facebook and website.
14/3/24	Linda T. ASA Admin	Re: AERASPACE access.

- **Motion No (4) Mar 24 Motion that correspondence has been received.**
Moved: Nicole Porter
Seconded: Donna Nicholas
Carried: Yes

• REPORTS

9.1 President - Paul Nugent

We are getting more and more rides on the calendar, it is shaping up to be a great year of competition with more rides to come.

Special note: That if any of our members have an issue, please forward to the secretary @ secretary*vicera.com.au and not on social media. Your SMC welcome feedback and comments in written form so they may be processed properly.

9.2 Treasurer - Sheree Haines Bishop

Incoming Accounts

Name	Details	Amount
Gina Thompson	Membership Refund - Raffle Prize at AGM	\$145.00
Australia Post		\$102.60
AERA	Inv No: 1939	\$320.00
AERA	Inv No 1940	\$795.00

MOTION No (5) Mar 24: That the tabled accounts be paid.

Moved: Sheree Bishop

Seconded: Donna Nicholas

Abstained:

Carried: Yes

Motion No (6): Mar 24 That the Treasurer's Report be received.

Moved: Sheree Bishop

Seconded: Nicole Porter

Carried: Yes

Attachments: Gina Thompson
Australia Post
AERA 1939
AERA 1940

9.3 Rides – Nicole Porter

Calendar is looking much improved, still a little way to go.

I have been in contact with a few more ride organisers and are hoping to have more rides on the calendar ASAP.

One of my big aims for this year is to have 2025 calendar looking really positive early on, so I am asking any ride organisers that are thinking or know that want a particular weekend or would like to run a ride in 2025 to please contact us early !

We have some new ride organisers putting their hands up to run rides which is fabulous!

But has brought to light the very little clear information there is on our website etc regarding starting a ride so we will be working very hard to rectify this so anyone who is wanting to become a ride organiser will be able to have a really good understanding of what is involved! Will keep every one up to date on the website and facebook of any other changes!

Thank you all!

Ride	Chief Steward	Head Vet	Ride Sec
Eaglehawk Extrav. 19/4/24 – 21/4/24			
Gerz Toongabbie 11/5/24 – 12/5/24			
State Champs 6/7/24 – 8/7/24			
Gerz Gatabout 7/9/24 – 8/9/24			
Ararat 10/8/24 - 11/8/24			
Smythesdale 27/9/24 – 29/9/24			
TQ Gold Cup SA 18/10/24			
Dergholm 1/11/24			

9.4 Assets Officer - Paul Nugent

Nothing to report.

9.5 Horse Welfare Officer - Sandy Little

Postponed till next month.

9.6 Logbook Registrar - Bronwyn Cuthbertson

Nothing to report.

9.7 Merchandise Officer - Shannon Decker

We have had one new long sleeve top ordered and paid for this month. I will put a reminder on fb that

I'm a going to put an order in to the suppliers so if anyone would like a top to get their orders in...

Motion No (7): Mar 24 To order stock merchandise up the value of \$3,000 to be available at rides.

Moved: Shannon Decker

Seconded: Sheree Bishop

Carried: Yes

9.8 Point Score Officer - Bek Williamson

Would like to thank the ride organisers of Eldorado and Snake Valley for making the point score job easy.

9.9 TPR Coordinator - Russell Gillingham

New rule: TPR's are no longer required to the Respiratory Count Count pre ride.

9.10 Veterinary Coordinator - Russell Gillingham

Nothing to report.

9.11 Grievance Officer - Kasey Thomas

Nothing to report.

9.12 Governance Sub-committee - Sioux Reid

Nothing to report.

9.13 Webmaster - Mark Gabb

Task	Completed	Comments
Server performance checks	Yes	Up to date
Email space checks	Yes	Committee5 Logbooks The above accounts are over 80% storage
Security updates and patches	Yes	Completed
New Website	In Progress	Awaiting completion from vendor
2022 points	YES No points for 2020 due to Covid	All point are up to date, checking with Bek now as I seem to have lost the 2020 ones
Billing	yes	Nothing outstanding

Minutes	In Progress	Still pending 2023.07.25 2022.8.27 2022.7.23 2022.6.25 2022.4.13 2022.4.09 2022.3.30
Vera committee access	On Hold	This is dependant now on new website

Suggestion.

Merchandise.

I would like to propose the idea the VERA gives up on Merch, instead have the merch officers assist RO's with doing merch for their rides if they want, as they already have the contacts, and the ideas setup to be able to do it.

It would help to promote RO's to get a bit of extra cash, and bit of advertising as well.

VERA has honestly never really made much off of it, and it could be a good boost for RO's

I've had two requests Recently about the RO handbook... there is an old copy on the VERA share drive, if someone can review it we could look at putting it back onto the website.

Discussion was had and it was decided that VERA needs their own merchandise. Ride Organisers can order their own VERA merchandise to sell at their rides.

- **Social Media - Jen Green**
Nothing to report.
- **Membership - Wendy Riha**
Nothing to report.
- **Aera Delegate - Sioux Reid**

The most recent meeting of the AERA Management Committee was held on 11 February 2024 and the notes below provide an overview of business discussed at that meeting. The draft minutes will be forwarded to you in due course.

Your representatives to the AERA Management Committee and AERA Delegates who participated in this meeting can provide further information on any of these matters.

A number of timeframes are included in this correspondence so please make note of these.

- DAs have been asked to nominate their Vet and CS representatives to attend TQ24 in October in South Australia by 30 April and articles to include in the TQ Book are to be provided by 10 August 2024
- TPR documents have all been updated to align with rule changes and DAs should refer to the AERA website for the current versions of all forms.
- AERA Awards to be presented at TQ24 must be received by the AERA Registrar by 20 July

2024. Please note there is a new mailing address for the Registrar.

- AERA has decided to continue advertising in Horse Deals and will be looking into other opportunities for promotion of the sport.
- The AERA Database development to support Online Membership Renewals has been well received with positive feedback received. The issues that have arisen have tended to be because of incorrect emails, duplicate records and most issues have been resolved quickly. One further benefit of this development will be the start of the process to tidy up data, with reference to the many duplicate records that exist for horses and riders.
- Reminder to all DAs to ensure that records of Chief Stewards, TPS s and Vets are updated in the database. It is preferred that Ride Organisers access contact information for officials from the database and DAs are asked not to have contact numbers on their websites.
- AERA will not be printing the AERA Rulebook, due to the updates that occur every year, but encourage Ride Organisers to have a copy at any event for easy reference. It is noted that most CSs can access this via their devices.
- Logbooks are under review to consider changes that would allow the same logbook to be used for AERA events and for FEI 1* events. A mock-up of the recommended changes is [Website: www.aera.asn.au](http://www.aera.asn.au)
- received for the next AERA meeting on 10 April. Any queries about this should be directed to Dick Collyer.
- Rulebook Sub-committee will review Rule 51.3 to provide further clarity about the management of completion status for horses that have received IT after a ride.
- Rules for Ride and Tie are still under review and will be presented at the next meeting for further discussion. This has been passed for a first vote but with some concerns still about the rules presented.
- One rule change was voted on and passed for the first vote to be brought back to the next meeting. This is to accommodate the decision by most DAs that they would not be issuing membership cards.

Motion: 2024/02/09 Moved: Sioux Reid/ Kim Moir

That Rule 27.4 is changed to read "Validation of membership through AERASpace records shall prima facie be proof of membership. A DA Membership card will still be accepted as proof of membership. If the membership cannot be validated through AeraSpace for whatever reason, or by presentation of a current DA Membership card the rider cannot enter a ride requiring membership. "

- The AERA Annual General Meeting is scheduled for 27 March 2024 at 7.30 pm. This will be followed by a short Management Committee Meeting to appoint Office Bearers. Nominations have been received for all Office Bearers.
- The next full AERA Management Committee Meeting will be held over the evenings of 10 and 11 April.

All DAs, MC Members and Delegates will receive reminders and agendas relevant to these

- **Veterinary Honorary Vet - Narelle Cribb**
Happy 2024 to you everyone!

I just wanted to say that the training ride weekend held at Eldorado was a fabulous incentive.

The weather prompted some alterations to start times, but the weekend was well received by competitors, and had a really friendly atmosphere.

On the day with a temp forecast of 38, all competitors were finished vetting before the temp reached 31 degrees, after the start was brought forward.

It was disappointing to see some disparaging comments from members who were not in attendance about the event on Social Media.

It would be a great weekend to also incorporate some information sessions on nutrition/training/strapping/general horse management in the future.

Also would have been a great weekend for a TPR school!!

I will try again this year to drum up some interest from the University students to attend rides.

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- **GENERAL BUSINESS**

10.1 Social Media Banner Policy

In Progress

10.2 Sheree – Raffle discussion from 9/5/23 FWD to SMC 13/2/24

Sheree talked about getting a major raffle organised such as raffling an Equissage with tickets being drawn at the State Champs.

Sheree will contact the AERA Database Committee to ask if this is possible.

10.3 Shannon - VERA Big Three award for the end of year presentations

This would include

The tom quilty

The VERA state champs

160km endurance ride

All completed with one horse one rider...

Discussion was had regarding creating the above award. It would not be timed and for everyone

who completed the above rides. Prizes to be awarded at the end of year AGM.
Possible prizes discussed were a Rug, Trophy and/or jacket. Yet to be confirmed.

10.4 Trailer sponsorship information for Samantha Gay to chase up.
Prices and sizing of stickers will be sent to Samantha to start working on.

10.5 Paul Ride Trailer Pick Up/Return Policy
For further discussion.

10.6 Sheree: Teams Microsoft 360
The SMC are looking into the costs and benefits of this.

10.7 In Camera: Russell: Can the Chief Steward revisit the ruling of 50.2 Logbook infringement.
i.e. for future reference. Does this rule needed to be updated?

Motion (8) Mar 24: To go into Camera 2.54pm
MOVED: Russell Gillingham SECONDED: Shannon Decker

Motion (9) Mar 24: To come out of Camera 3.07pm
MOVED: Nicole Porter SECONDED: Russell Gillingham

- MEETING CLOSURE: 3.37pm
- 12 : NEXT MEETING 10th April, 2024 via Teams at 8.00pm