

Victorian Endurance Riders Association State Management Committee		Committee meeting	Date: Venue: Meeting commence	22 <sup>nd</sup> April 2017 Caroline Springs library 1028
	<b>Attendance:</b>	Simon Thomas Fiona Passarin Trish Reeves late arrival 1145 left 1259	Sandy Little Sioux Reid David Reeves late arrival 1145 left 1259	Bronwyn Cuthbertson Paul Bryson Kasey Thomas Rebecca Williamson Tamara Atkinson
	<b>Apologies:</b>	Brittnee Smith, Martin Mizzi Follow up discussion with Brittnee re meeting attendance attendance. <b>Motion 2017.04.01:</b> That the apologies presented be accepted. M: SL S: FP carried		
<b>1</b>	<b>Minutes from previous meeting</b>	<b>Motion 2017.04.02</b> That the February minutes be accepted as correct. M: TA S: SL carried		
	<b>Online motion</b>	None submitted		
<b>2</b>	<b>Business Arising:</b>		<b>Action/Motion:</b>	<b>Person</b>
<b>2.1</b>		2.1.1 Emma Holland IDP action	Martin unable to deliver correspondence in person Simon hand delivered at Maryborough ride (15-4-2017). Can place note on AERASPACE – membership acceptance by SMC with rationale notes. Continuation of not accepting membership and allowing facebook access until suitable apologies presented Facebook page is not a part of member Motion: 2017.04.03 in accordance with the IDP decision, the ban from the VERA facebook page stands as this is not a right of membership but a privilege and can only be reinstated on receipt of apology and vote from SMC	BC & RW  M: ET S: SR carried
		2.1.2 Policy updates from feb meeting to be posted on website and members attention drawn to them.		BC
		2.1.3 NCER ride cancellation	Focus on sponsors and donations – any outstanding \$	

		2.1.4 VERA Inc. ride vouchers	Available at Maryborough ride. <b>ACTION:</b> Forward electronic version to Rebecca W	BC
		2.1.5 GERZ support of ride organisers – GERZ to consider how to achieve this.		
		2.1.6 TQ2017 state championship feature written by Jen Green, Photos sourced by Simon	Concern re focus on state championship winner as currently under disciplinary action – however at the time this rider had no restriction To finalise changes on Lisa BW to proof read and edit both stories. <b>ACTION:</b> forward to TQ17 when completed	Complete in 1 week.
		2.1.7 VERA social media – Instagram discussion	Jess currently not involved in endurance, follow op.	ST
		2.1.8 Series event discussion Option – series event for 40km rides or 80km Manage by VERA Ride selection – identify how to select the rides ? at december ride calendar confirmation – random selection ride for each region. Notify successful RO Rider fee to enter for series ? trybooking for series registration and fee Monitor on AERASPACE post ride for HR of registered riders. Benefits – encourage rider attendance	1. Series event, decided before season starts at Raglan ride. Pick 3 rides, where the horse that has successfully completed all 3, and has the lowest cumulative HR wins a prize of some sort. 2. This is to promote horse management, rather than racing. Ideally the three rides would be ones that have the smaller risk of being postponed or cancelled. it has been suggested to maybe use the new rides, to get more attendance. Needs discussion. 3. Same distance for all 3 rides, ie, no 160km events. 4. Series events have been quite popular in other states, and is just another 'competition' outside of points and distance scores. 5. Thoughts on an entry fee, paid at the start of the first ride. Depending on fee decides quality of winning prize. This is also to fundraise a little towards VERA. <b>ACTION:</b> Defer to October meeting for 2018 calendar	
		2.1.9 HEWS stickers for logbooks	Email received from Carl and Rohan following the meeting suggesting 12 separate stickers for use. Discussion indicated that this number of stickers would be confusing and prevent use. Presentation of single sticker option (25mm 12mm) identifying REWS/HEWS for logbook. Stickers can be applied by CS or delegated to data operator when entering vetting details. <b>ACTION:</b> provide stickers to CS at Moyston Trial at future rides in 2017 commence at Moyston ride AERA interested – VERA to submit report on trial at next meeting.	

		2.1.10 Alternative mailing options	Membership card solution – photo record taken and forwarded to member if notified that card has not arrived before events. Members to be discouraged to expect delivery at rides General consensus to continue Aust Post and members to be aware of delivery times.	
		2.1.11 Dr Narelle Cribb availability during 2017	Dr Cribb was confirmed that was non treating role at in feb but now resolved and will be available to vet at TQ17 and at VERA rides following.	
		2.1.12 Vet support info cards	Fiona submitted reimbursement for \$160 for 500 vista print for vet info cards. To be used for individual vets and to mail to vet clinics and training schools (Werribee, Golden Plains, Barwon Equine, Ballarat Vet Practice, Golbourn Valley Equine Hosp, Albury, Box Hill ) <b>ACTION:</b> accept request for reimbursement	
		2.1.13 Child Safety standards – please read these at <a href="http://www.vicsport.com.au/child-safe-standards">www.vicsport.com.au/child-safe-standards</a>	These standards are for member protection and inclusion Fiona happy to attend GIPPSsport info sports workshop and follow up with Kim	
<b>3</b>	<b>Correspondence</b>			
<b>3.1</b>	<b>Correspondence In:</b>	3.1.1 AERA invoice 216, 266, 268, 274, 307,313, 325, 331	<b>ACTION:</b> BW and BC to correspond re numbers on invoices as still note discrepancies and confirm invoices accurate for payment	
		3.1.2 AERA march minutes and financial report		
		3.1.3 AERA correspondence re Boudheim initiative	Good to see initiatives supportive of the sport and involvement at all levels of the sport. Report received.	
		3.1.4 Jenny Moncur – complaint	Submissions to grievance officer. Jenny has now received membership card and rider bib. SMC fully supportive to current membership registrar to continue in the role. <b>ACTION:</b> Grievance officer to follow up and source resolution	
		3.1.5 Maryborough endurance ride – report of officials behaviour	<b>Motion2017.04.03:</b> that the discussion be completed in camera . M: SL	

			<p><i>State bodies are responsible for maintaining CS and TPR lists and acceptance. VERA to provide recommendation to AERA re CS and TPR.</i></p> <p><i>Issues:</i></p> <ul style="list-style-type: none"> <li>• <i>Verbal abuse – swearing at volunteers.</i></li> <li>• <i>Perception of discrimination applying rules.</i></li> <li>• <i>Poor interpretation and implementation of rules.</i></li> <li>• <i>Incomplete ride documentation</i></li> </ul> <p><b>Motion2017.04.04:</b> that the VERA SMC recommend to AERA that David Reeves will not be endorsed by VERA and remove his CS accreditation immediately. M: FP S:SR carried – unanimous <b>ACTION:</b> notify AERA in writing Written communication to David re issues and outcome with contacts for Eric Thomas</p>	BC BC
		3.1.6 Ben Mason request for reimbursement for costs at Maryborough ride (Fluid and consumables supplies) for trailer hire and travel costs and request for ride fees to bank account.	<p>Follow up with Maryborough PC to make ride fee payment.</p> <p><b>MOTION 2017.04.04:</b> that the costs as provided by Ben Mason of \$453.00 be paid.</p>	M: FP S: ET carried
		3.1.7 Resignation of David and Trish Reeves from the VERA Inc. SMC.	<p><b>Motion2017.04.05:</b> that the resignations be accepted M:SL S: KT carried ACTION:</p> <ul style="list-style-type: none"> <li>• written letter of thankyou to both</li> <li>• Invite members to fill SMC vacancies – Hans Peuker, Jason Rathbone BC to forward invitation letter.</li> </ul>	BC
<b>3.2</b>	<b>Correspondence Out:</b>	<ul style="list-style-type: none"> <li>• Belinda Scott-Walker – membership request outcome - letter</li> <li>• TQ17 VERA nominated officials - email</li> </ul>		
<b>4</b>	<b>REPORTS</b>		<b>Action/Motion</b>	<b>Person</b>
<b>4.1</b>	<b>President:</b>	None presented		
<b>4.2</b>	<b>Treasurer:</b>	Report provided.	<p>AERA payments to be confirmed for payment Request from David Reeves for CS claim for 3 days and reimbursement for fuel and phone calls Discussion: CS incentives were initiated to support fuel and costs incurred in the role at events.</p>	

			<p><b>MOTION2017.04.05:</b> That the request for reimbursement of \$95 be denied. M:RW S: KT For x 9 abstain x 1 carried. MM purchased batteries x 2 for ride trailer - reimbursement approved</p> <p><b>Motion2017.04.06:</b> that the treasurers report be accepted M: FP S: PB carried</p>	
4.3	<p><b>Calendar:</b> <b>Insurance:</b></p>	4.3.1 Wonthaggi ride unable to continue due to lack of support from LGA in regards to roads and rail trail use.	<p>Discussion with GERZ to determine if able to provide alternative venue. Kasey investigating alternative RO and venue, Fiona happy to support as required.</p> <p><b>ACTION:</b> Promote on the website/facebook Wonthaggi cancellation and Fiona happy to support alternative RO to support.</p>	Kasey
		4.3.2 Rushworth ride may be postponed as RO had overcommitted	Discussions currently in place to maintain.	
4.5	<b>AERA Delegates:</b>	Report provided – appendix A.	<ul style="list-style-type: none"> <li>• Eric has info re uploading IVT forms.</li> <li>• VERA already has IDP in constitution.</li> <li>• Electronic timing purchase – need to be assured that this is robust enough, will consider after TQ17 in SA. Need info from AERA re training, trouble shooting etc.</li> <li>• SMC guide to voting at next meeting <ul style="list-style-type: none"> <li>○ AERA rules Table 13 amendment – support</li> <li>○ AERA rules tables 6 &amp; O amendment – support</li> </ul> </li> <li>• G will be promoting applications for the Trans Tasman Challenge soon</li> <li>• Forward contact for Bob Campbell-Burns to AERA re strategic planning discussion.</li> <li>• Send report on EWS sticker trial to next AERA meeting</li> <li>• Fiona attending Child Safety standards workshop and will discuss further with Kim Moir following for development of member protection policy to include child safety standards required in VIC.</li> </ul>	

			<b>Motion2017.04.07:</b> that the AEREA delegates report be accepted. M: TA S: BC carried	
4.6	<b>AERASPACE:</b>	Updated to version 22 prior to Maryborough ride.		
4.7	<b>Assets Officer:</b>	Follow up leather shields for state championship medallions		BC
4.8	<b>Horse Welfare Officer:</b>	Colbrook - 3 horse treated and 1 rest order Maryborough - 4 horses treated and 2 rest orders one for day horse on vet card.	Eric Thomas now has AERASPACE on computer and password, Sandy has taken through role and responsibilities.	
		No horses or riders with EWS points requiring contact	No EWS points allocated to intermediate or introduction non completions. Noted that there are horses with repetitive non completion. VERA SMC to consider recommendation to AERA re intermediate inclusion in EWS points	Discuss next meeting
4.9	<b>Honorary Vet:</b>	List of consumable costs provided by Ben Mason that can be included in the ride trailers.	Ben Mason has submitted costs for trailer hire to transport Veterinary supplies to Maryborough. \$425 – trailer hire and transport costs. Discussion: payment approved but consideration for future planning and communication with vets re ride expectations <b>ACTION:</b> letter of acceptance to vets re terms of agreement for fees – costs – supplies – times – accommodation.	Fiona & Simon
4.10	<b>Logbook Reg:</b>	Slow period for logbooks. Riders still sending money for AERA horse registrations for novice applications that cannot be processed. I am accumulating a credit list.	Look to means for refunding moneys overpaid or other means to deal with monies at end of \$ year. Discuss further with Di	
4.11	<b>Membership Reg:</b>	Challenges with internet access and recent program updates	resolved	
4.12	<b>Merchandise:</b>	Seeking suitable for embroiderer Facebook call out for merchandise orders	Suggestions offered, Kasey to follow up.	
4.13	<b>Pointscore Reg:</b>			
4.14	<b>Volunteers:</b>	Child Safety Policy	Fiona to follow up with GIPPSsport workshop	
		Mentors.	Jason Rathbone acting as rider mentor at Maryborough	

			Aim to progress riders from 40km to 80km, aim to network with <b>ACTION:</b> Enquires at info@vicera to be forwarded to Jason, promotion on the website.	Simon
		Chief Stewards – look to invite members to consider application to accredit in the role	Suggestions of Paul and Jason Rathbone, Sioux Reid	
4.15	<b>Webmaster: Social Media:</b>			
5	<b>General Business</b>			
5.1	<b>Ride Officials behaviour</b>	Summary of complaints from Simon Thomas - attachment	completed	
5.2	<b>Ride trailers</b>	As previously discussed, these trailers require replacement and redevelopment to meet needs of RO.  To achieve this we will need to establish a working party to determine the needs and then establish specifications for the trailer.	Can everyone please bring with them at least 3 things you would like to see included in the trailer Create working group to follow up quotes/costs Martin, Sandy , Eric, Paul Nugent, Bronwyn <ul style="list-style-type: none"> <li>• Increase in weight capacity</li> <li>• Capacity for time keeping</li> <li>• Clock bracket</li> <li>• Telescope pole and flood light</li> <li>• Solar panel and battery</li> <li>• Generator</li> <li>• Suit electronic timing</li> <li>• Double side opening for time keeping</li> <li>• Working surface</li> <li>• External access</li> <li>• Storage brackets interior</li> <li>• Dimensions – length, height, rear door etc</li> </ul>	Present to next meeting for complete specifications  Email to all with group email  BC
5.3	<b>Communications at rides</b>	Is there a way to improve communication at rides from ride base to riders should there be changes to circumstances?	<ul style="list-style-type: none"> <li>• ? checkpoints only</li> <li>• white board at exit point or checkpoints</li> <li>• ? automated text availability</li> </ul>	
5.4	<b>Tom Quilty 2017</b>	VERA Inc. team selection and support	Challenges in previous years to select the teams at the event. Aim for selection of teams with 1 reserve and published	Format policy and procedure for future

			<p>2 weeks before a TQ event.  Kasey presented policy and procedure suggestion  Self nominations worked well for TQ16</p> <ul style="list-style-type: none"> <li>• SMC appoint a TQ team selector/s</li> <li>• Horse/rider combination nominated must compete – if combination do not enter TQ, the reserve combination will compete for the team</li> <li>• Team of 4 plus 1 reserve will be published at least 2 weeks prior to TQ</li> <li>• SMC to decide on number of teams, depending on VERA entries anticipated and number of nominations</li> <li>• All riders (reserve included) will be provided with embroidered item of clothing to be determined by SMC.</li> <li>• Nominations to include horse/rider history, comp division, and clothing size.</li> <li>• Only team horses (not reserve) will be provided with rug (5'9" woollen embroidered rug)</li> <li>• Only horses successfully passing pre ride vet check will receive rug</li> <li>• Once horses have passed pre ride vetting, rugs will be presented.</li> </ul> <p><b>Motion2017.04.08</b> that the above policy points be accepted. M: KT S:FP carried  Team selector/s discussed, volunteer appointed by SMC  Nominations to be forwarded to Kasey Thomas  <b>ACTION:</b> KT to promote on website &amp; facebook  Number of teams – aim for two teams  For 7 against - 1  Merchandise preferences for riders  Jackets 5 vest 3 polo 0</p>	use
6	<b>Next meeting:</b>	Caroline Springs Library	June	
	<b>Meeting closed:</b>	1624		