

# VICTORIAN ENDURANCE RIDERS ASSOCIATION INC.

## MINUTES OF STATE MANAGEMENT COMMITTEE MEETING

**Date** 17 October 2020  
**Location** Electronic Meeting

### 1. WELCOME BY PRESIDENT

Meeting started at 9.07 am

A minute's silence was held to pay respects to Geoff Jolly who passed away on 29 September.

### 2. PRESENT

Linda Tanian, Ellen Prestage, Kerrie Gabb, Mezcal Manners, Michael Milne

### 3. APOLOGIES

Apologies have been received from the following Committee Members:

- Paul Nugent, Carol Laidlaw

### 4. CONFLICT OF INTEREST

Declaration of Conflicts of Interest by Committee Members

Committee Member	Point of Conflict	Reason
Kerrie Gabb	Mark Gabb (Webmaster) GERZ	Personal Relationship Gippsland Championships
Ellen Prestage	GERZ	Gippsland Championships
Paul Nugent	Bek Williamson Lancefield Ride	Personal Relationship Ride Organiser
Mezcal Manners	GERZ	Gippsland Championships
Carol Laidlaw	Peter Laidlaw	Personal Relationship

### 5. VISITORS

The following members have indicated they will be attending the meeting:

- Nil

### 6. MINUTES FROM PREVIOUS MEETING HELD ON 29 AUGUST 2020

#### 6.1 Amendments

Nil

#### 6.2 Adoption

**Motion No. 01/10/2020:** Moved that the minutes from the meeting held on 29 August 2020 be adopted.

**Moved:** Ellen Prestage

**Seconded:** Kerrie Gabb

**Carried**

## 6.3 Business Arising

Items discussed:

- The VERA Virtual ride organised by Bek Williamson is continuing with 44 riders
- Kerrie is still looking for the prices on the old stock and will forward a full stock list. If these details cannot be found Kerrie will provide some suggestions on discounted pricing to move the old stock.
- Kerrie has asked Kendall about the GERZ trailer insurance information. Follow up with the GERZ Committee is still being organised to discuss which way they want to proceed.
- Trailer registration plates have been sent to Martin Mizzi and delivered to Paulene Drew for installation on the two trailers
- Publication of the details relating to the rollover of membership to 2021 has been completed
- Actions for the VERA buffs have been completed
- The Rules competition has yet to be organised

## 7. RATIFICATION OF ONLINE MOTIONS

**Motion No. 02/10/2020:** That the Adopt the ratified motions

**Moved:** Mezcal Manners

**Seconded:** Michael Milne

**Carried**

## 8. CORRESPONDENCE

The actions required for the inwards and outwards correspondence:

- Ellen advised that she had responded to Mindy Davis regarding the subscription to the Stirling's Endurance Life Magazine
- Linda to post a notification on VERA's social media
- Kerrie to organise the submission of the Annual Return at the appropriate time
- Ellen to thank Lyn Taylor for providing the suggestions. A Covid-Safe plan needs to be developed (AERA has provided a template). Also look at the Bullio Cup website to utilise the resources available there.
- Linda to check whether there is a privacy policy. If one exists, then it should be compared against the version provided by Sports Community.

**Motion No. 03/10/2020:** That the correspondence be received.

**Moved:** Kerrie Gabb

**Seconded:** Michael Milne

**Carried**

## 9. REPORTS

### 9.1 Treasurer

#### Incoming Accounts

**Motion No. 04/10/2020:** That the tabled accounts be paid.

**Moved:** Kerrie Gabb

**Seconded:** Mezcal Manners

**Carried**

Kerrie to prepare the draft version of the Balance Sheet and Profit & Loss for the year with an explanation from about the outcomes achieved for the year. This will be published on VERA's social media to provide an early view for members.

Intuit Computer Program

**Motion No. 05/10/2020:** That the Intuit subscription be paid yearly to take advantage of the offered discount.

**Moved:** Kerrie Gabb

**Seconded:** Ellen Prestage

**Carried**

**9.2 Merchandise Officer**

Mez to follow up on the people who have not ordered yet to get the buffs sold.

**9.3 Webmaster**

**9.15 Webmaster**

Mez to follow up with Mark to get an understanding of how the scalable shipping cost functionality works on the website. It was suggested that a change be made to the web page to include the following text: If you want to provide multiple items please contact Merchandise Officer for a pricing on the postage.

**10. GENERAL BUSINESS**

**10.1 Tom Quilty 2023 Preparations**

At the last meeting we adopted the Terms of Reference for the Quilty Committee. We are now able to call for expressions of interest. Some discussion is required around:

- Define the details to include in the expression of interest:
  - Introduction and explanation of the long lead frame for planning
  - Explain the structure – sub committee of VERA and will have a ready-made Association and a bank account
  - Set the date for the running of the Quilty dependent time on the best conditions for the venue and suiting their work force
  - Details of the venue and buildings available
  - The infrastructure they need to set up to support the event
  - Detailed description of the track and structure of the ride
  - The ability to hold the State Championships the year prior to the Tom Quilty event
  - Define who will be the Head Vet and Chief Steward (tentatively)
  - Committee Personal – President, Event Director, Course Designer, other members of the Committee
  - Distance to closest equine treatment centre
- Selection criteria to be included
- The time frame for receiving expressions:
  - End of February and a decision by VERA within 4 weeks
- The acceptable format of the expression of interest:
  - PDF document supported by photos or videos

Activity	Completed	Allocated	Due Date
Prepare structure and governance documentation	✓		
Create new Association	✓		
Submit New Constitution to Consumer Affairs		Michael	

Adopt Terms of Reference for Quilty Sub-committee	✓		
Prepare Selection Criteria	✓		
Prepare Expression of Interest Documentation		Linda	
Send Expression of Interest Documentation to SMC for review		Linda	
Appoint a Selection Sub-Committee			
Publicise Expression of Interest			
Close of Expression of Interest			
Selection Committee to review submissions and seek any further information			
Organise visits to proposed Quilty Sites			
Determine successful Quilty Committee and advise SMC			
Announce successful Quilty Committee			

## 10.2 VERA AGM

It is getting to the time when we need to start planning for the VERA AGM. We will need to determine a few items including:

Date and Time of the AGM	Saturday, 16 <sup>th</sup> January 2021 Time to be determined
Timeline for meeting Constitutional Requirements	Linda to provide timeline Need to look at electronic voting options
Location of the AGM	Eldorado or Landsborough
Format of the AGM (in person or virtual attendance)	Will be determined by COVID restrictions in force at the time – need to prepare for both
Are Presentations required	The 10,000km awards need to be presented
Lunch or Dinner	Lunch event with caterers if COVID restrictions permit (otherwise BYO)
Arrangements for the election of new committee members	Nomination Forms Items for the agenda form Proxy form

Need to check with Mark about being able to do a video link to live stream the meeting and what would be involved from an equipment perspective.

The SMC also discussed a change to the constitution to extend the term of office for committee members to 6 years. It was felt that 4 years was insufficient time and lead to a loss of organisational knowledge. A motion is to be submitted to the AGM to extend Section 57.4 to 6 consecutive years.

The timelines contained in the Constitution are:

- AGM must be held within 5 months after the end of each financial year (30 September 2020)
- 21 days notice must be provided to our members of the AGM date and time
- Members must provide 28 days notice of any business they wish to have discussed at the AGM

## 10.3 Return to Competition

The Committee discussed options about how a ride could be run. The advice from DHHS is that no more than 10 people can be gathered together. It was suggested that riders be encouraged not to stay overnight. Paul have provided a comment that we should hold off re-starting until those members in the Melbourne lock down are able to compete. This situation will continue to be monitored and conversations held with DHHS and Equestrian Victoria.

#### **10.4 Commemoration of Geoff Jolly**

The Committee determined that it would support an annual award to commemorate Geoff Jolly. The details of this award are:

- Recognises the contribution of the awardee to the sport for the past 12 months
- Also recognises people who reflect the values of Geoff Jolly – kindness, honesty, passion for endurance
- Presented at the AGM
- Consult with Eric Thomas about what we are doing
- Get some criteria from Carol, Ellen and Eric and ask them if they would like to be involved in the selection process

#### **11. LATE ITEMS**

##### **11.1 Social Media**

Hello fellow VERA folks.

Whilst we Victorians are still struggling through the Regional and Metro Covid 19 restrictions that are preventing us holding events and getting together in person, Social Media becomes the glue that binds us.

Happily, our Facebook Group continues to grow at a rate that is quite surprising given our lack of events. Many new members are from other disciplines and express an interest in trying endurance once restrictions are lifted.

On a positive note, when a newer or inexperienced person posts a question or has a query, the amount of genuine and helpful advice is fantastic. I am quite sure we have assisted numerous people in overcoming obstacles and issues. That always augers well in terms of our public presence. The way the public perceive us right now is almost exclusively via media so putting our best foot forward certainly gives us a head start in appealing to people once we recommence our regular activities.

A new feature of our Facebook group is 'post reach' and we are definitely being seen by a good proportion of people.

If the SMC would like to put forward any ideas to help keep our people interested, I'm more than happy to assist. As is usual, I've not needed to worry about any posts or people using bad language or behaving badly which is such a pleasure. Compared with very many equestrian information and media platforms, our VERA group continues to be a positive, respectful and helpful resource for people.

Looking forward to a busier time once we can start coming together again at events.

Yours in Endurance,  
Jen Green  
Social Media Admin.

#### **12. NEXT MEETING**

It was agreed that the date of the meeting would be 28 November 2020. Ride applications should be considered and approved at this meeting.

#### **13. MEETING CLOSED**

The meeting closed at 11.37 a.m.