

# VICTORIAN ENDURANCE RIDERS ASSOCIATION INC.

## STATE MANAGEMENT COMMITTEE MEETING MINUTES

**Date** 28 August 2021  
**Time** 9.03 am

### 1. WELCOME BY PRESIDENT

Linda welcomed all to the meeting and thanked them for their continued contribution to the sport.

### 2. PRESENT

Linda Tanian, Mezcal Manners, Kerrie Gabb, Paul Nugent, Russell Robinson, Russ Gillingham, Hans Peuker, Ellen Prestage

### 3. APOLOGIES

Nil.

### 4. CONFLICT OF INTEREST

Declaration of Conflicts of Interest by Committee Members

Committee Member	Point of Conflict	Reason
Kerrie Gabb	Mark Gabb (Webmaster)	Personal relationship
Paul Nugent	Bek Williamson	Personal Relationship
Mezcal Manners	GERZ	Gippsland Championships

### 5. VISITORS

The following member attended the meeting:

- Marty Bryson

### 6. MINUTES FROM MEETING HELD ON 4 JULY 2021

#### 6.1 Amendments

Nil

#### 6.2 Adoption

**Motion No. 01/08/2021:** That the minutes from the VERA SMC meeting held on 4 July 2021 be adopted.

**Moved:** Kerrie Gabb

**Seconded:** Mezcal Manners

**Carried**

#### 6.3 Business Arising

Business arising from the minutes will be dealt with in the Action List.

### 7. RATIFICATION OF ONLINE MOTIONS

**Motion No. 02/08/2021:** That the Online Motions be ratified.

**Moved:** Ellen Prestage

**Seconded:** Russell Robinson

**Carried.**

## 8. CORRESPONDENCE

Actions arising from the correspondence:

- Request for information on membership is to be forwarded to our Membership Registrar to deal with
- Mez has sent the information on the need to update AERASpace versions to all VERA support personnel and ride secretaries
- Linda is to follow up with Tara van der Minne from HRV Heroes regarding the Heroes Endurance series

**Motion No. 03/08/2021:** That the correspondence be received.

**Moved:** Ellen Prestage

**Seconded:** Hans Peuker

**Carried.**

## 9. REPORTS

### 9.1 Treasurer

Regarding the uncategorised income Kerrie will reallocate the income once the details of the deposits are identified.

The paperwork for the Moyston ride has still not been received. Kerrie will try again to follow up with Sioux Reid to obtain the information and advise the President if further assistance is required.

**Motion 04/08/2021:** That the Treasurer's Report be received.

**Moved:** Kerrie Gabb

**Seconded:** Hans Peuker

**Carried**

### 9.2 Ride Reports

The Moyston ride report still has not been received and is now well past the 14 day limit contained in the rules. Mez had followed up with Digger Leehane, CS at the Ride. He advised that he had asked Paul to do the report. Paul provided advice that he had sent the CS report via mail to a Leongatha South addressed. It had not been received by the Secretary. Paul was asked to take pictures of the report and send them through to the Secretary as soon as possible.

Paul gave a quick verbal report on two incidents that occurred at the ride – one horse got caught up in its yard and a rider came off her horse a short distance into the ride.

### 9.3 Calendar Coordinator/Insurance

No new ride applications have been received.

A ride application has been received from Eldorado for 2022 requesting the ride dates of 12-14 March with ride distances:

- Saturday – 5, 20, 40, 80 (Twilight)
- Sunday – 20, 40

**Motion No. 05/08/2021:** That the Ride Application from Eldorado for the weekend of 12-14 March be approved.

**Moved:** Paul Nugent

**Seconded:** Ellen Prestage

**Carried**

For the remaining rides on the calendar the following comments were made:

- Lancefield – Still progressing at the moment but dependent on Covid restrictions
- Emu Cup – Still proceeding as planned, Vet is from NSW due to unavailability of local vets
- Eldorado – Progressing well
- VERA State Championships – Russ G has sent David the Vet List
- Brimpaen – Ellen will get in touch with Janine a bit closer to the date of the ride

Paul raised the issue of his probationary CS requirements and that he felt it was onerous to expect him to complete the 3 rides under different Chief Stewards. It was pointed out that the CS Accreditation process requires probationary CS to attend rides under at least 2 different Chief Stewards and preferably 3. Paul was advised that he could apply to the VERA SMC to have the requirements for provisional qualification as a CS re-considered.

Paul questioned whether Linda was actually an accredited CS. Paul was advised that an application had been submitted to VERA in the past for re-instatement of Linda's CS accreditation and this was approved at one of their meetings. Paul was at that meeting. Linda had completed the requirements of completing one probationary ride under a qualified CS and had been the CS at Toongabbie in 2019.

Kerrie mentioned that she needed to organise to pick up the ETS for Eldorado – either from Damien or Sandy. Mez to check where the ETS is currently located.

#### Insurance

Paul advised that he had nothing to report.

The advice from AERA regarding the requirement to send Incident Forms to the insurer was discussed. We need to get the Incident Forms loaded into AERASpace from all the rides. The SMC discussion how do we deal with the forwarding of incident forms now. It was agreed that we need to list any Incident reports on the agenda and then discuss if the SMC feel that a claim may arise to determine if these forms need to be submitted to the Insurer.

The SMC also discussed the need to highlight back to our Chief Stewards that they need to get the incident report recorded with more detail given they are to be considered in future meetings. Marty offered to get a template for this information.

#### **9.4 Assets Officer**

Kerrie advised that the GERZ trailer has now been transferred into VERA's ownership. Kerrie discussed getting insurance coverage for the trailer with the SMC agreeing that this was required. The two Asset policies are still being worked on.

The SMC agreed that we will continue to use our existing arrows but would look to purchasing new arrows before the next Quilty.

Linda raised the issue of needing to find a new location for the western trailer. It was suggested that Sioux Reid had plenty of storage space and is to be approached to see if she would take on management of the trailer. Otherwise, we will need to seek someone else to look after the trailer.

Kerrie discussed the replacement of trailers and suggested that the 3 existing trailers be bought to a single location when the new trailers have been purchased to assist with the transfer of items in the trailers. The old trailers could be sold to recoup some money – try advertising these on our FB page first. We should aim to do this after the rides have been completed.

The SMC would like to have drawers, similar to those that people put in the back of their 4wds to add storage to the trailers. Kerrie will also investigate any fees associated with the early release on the term deposit so that we know what position we will be in when looking for funds for the purchase.

Paul offered to provide a photo of his work trailer and specifications to assist the SMC in deciding about the style of trailer to be purchased. Paul mentioned that the trailers are very well made and he would get a quote from the manufacturer. We also need to determine what specifications are required for the trailer to allow 3 quotes to be obtained.

It was agreed that the purchase of appropriate marquees be deferred until we get the trailers back as there is some diversity in what is contained in the trailers. Some trailers may not have 2 marquees in them. Each trailer should have 2 marquees of 3 x 3 dimensions and 1 marquee of 3 x 6 dimensions.

### **9.5 Horse Welfare Officer**

The SMC discussed the two horses that have entered the EWS with the following outcomes:

- Chase up the registered owner of the horse competing in Qld and ascertain ownership details. Linda is to follow up with AERA for guidance on how to handle the situation where the horse bypasses the first levels of the EWS in one ride.
- Send a letter to the owner of the second horse as per the EWS rules.

### **9.6 Merchandise Officer**

Mez will confirm with Maxx Promotions regarding the pricing on the merchandise items. If there is no increase in pricing the order can be placed. If pricing change occurs, bring the matter back to the SMC for discussion on whether sales pricing needs to be increased.

### **9.7 Veterinary Coordinator**

Russell advised that the update of the Vet Contact details into AERASpace has not been completed yet and commented that there are not a lot of vets on our list.

### **9.8 Swabbing Steward**

It was reported that Ararat was one of the rides at which we were going to do swabbing. Due to the cancellation of this ride another ride has now been selected at which swabbing will be conducted. Notification has been provided to our swabbing steward, Sioux Reid.

## **10. GENERAL BUSINESS**

### **10.1 Tom Quilty 2023 Preparations**

Linda to touch base with Jane/Ashleigh to see how they are progressing with their EOI. If any EOIs are received the Selection Committee will call a quick meeting to discuss. AERA is to be notified of the situation once the EOI process is completed.

### **10.3 Memberships not received in time**

The Membership Application forms were received on 29 July. Payment was received in April. It appears that these people rode as normal members without paying the Day Membership fee. Further investigation is

required to ascertain the facts. As some issues have been experienced in getting the ride forms back a reminder will be sent to our Ride Organisers to have the forms returned within the appropriate time frames.

#### **10.4 Hygain Seminar**

Hygain would be interested in doing an online seminar so we should organise this. It would also be good in a face-to-face situation if restrictions allow. Mez to get in touch with Annette to determine her availability so that a session can be pulled together.

#### **10.6 VERA State Championships**

The SMC discussed whether alternative distances should be offered at the State Championships because of the lengthy period of time since the last ride. It was suggested that State Championship should, perhaps, be 120km and be elevated. While the State Championship policy states that the ride must be 160km in length an appropriate motion could be put to cover an exception for this year.

**Motion No. 06/08/2021:** That the VERA State Championships for 2021 be run as a 160km event only.

**Moved:** Paul Nugent

**Seconded:** Ellen Prestage.

**Carried**

**Motion No. 07/08/2021:** That the VERA State Championship ride be run as an elevated ride for the 2021 year only.

**Moved:** Ellen Prestage

**Seconded:** Hans Peuker

**Carried.**

### **11. OTHER GENERAL BUSINESS**

A request from Paul to be given approval to post onto VERA's FB page for all calendar related item was discussed. The SMC determined that it should continue with the current process and only have the one person doing the posts to provide a consistent of approach and messaging. Linda offered to work with Paul on the drafting of the posts and provide a final polish.

Paul raised the issue of lack of progress on updating the VERA policies and requested that a policy be scheduled for review at each meeting.

Paul registered his disagreement about the payment motion being added to the special meeting.

### **12. LATE ITEMS**

#### **12.1 Communication & Engagement**

The SMC discussed the recent communication issues again. It was agreed that improvements were required and that emails need to be responded to within a 24-48 hour time frame. This requires SMC members to check their emails regularly and contribution to the discussion. Russell G suggested that people respond to say they have received the email and to facilitate this all emails should include a sentence to indicate that emails need to be responded to.

### **13. NEXT MEETING**

The next meeting is scheduled for 25 September 2021.

### **14. MEETING CLOSED**

The meeting closed at 1:46 pm.