

VICTORIAN ENDURANCE RIDERS' ASSOCIATION INC.

STATE MANAGEMENT COMMITTEE MEETING AGENDA

Date 29/11/2022

Time 7.35 pm

Location Teams

1. WELCOMED BY PRESIDENT

President said hi to all

2. PRESENT

Damien Little, Paul Nugent, Mezcal Manners, Russell Robinson, Hans Peuker, Kerrie Gabb

3. APOLOGIES

No apologies received

4. CONFLICT OF INTEREST

The Conflict of Interest register was confirmed

Committee Member	Point of Conflict	Reason
Kerrie Gabb	Mark Gabb (Webmaster)	Personal relationship
Paul Nugent	Bek Williamson (point score officer) Lancefield Ride	Personal Relationship Ride Organiser
Sandy Little	Bronwyn Cuthbertson, Damien Little	Personal Relationship
Damien Little	Bronwyn Cuthbertson, Sandy Little	Personal Relationship
Hans Peuker	Grenville Ride	Ride Organiser

5. VISITORS

No visitors

6. MINUTES FROM MEETING HELD ON 8/11/2022

6.1 Amendments

Nil

6.2 Adoption

Motion No. (Nov #2 22 - 01): That the minutes from the meeting held on 8/11/22 are true and correct

Moved: Paul Nugent

Seconded: Kerrie Gabb

Carried

6.3 Business Arising

No business arising

7. RATIFICATION OF ONLINE MOTIONS

Motion No.(Nov #2 22 - 02): That the online motion be ratified

Moved: Damien Little

Seconded: Hans Peuker

Carried

8. CORRESPONDENCE

Actions arising from correspondence:

- Email needs to be sent to the AERAdata base committee re response to membership Module
- Email needs to be sent to RO's re vet fees recommendation from AERA

- **Motion No (Nov #2 22 - 03)** That the correspondence be received

Moved: Kerrie Gabb

Seconded: Paul Nugent

Carried

9. REPORTS

9.1 President

I would like to thank the committee for responding so quickly when we had some online issues to deal with.

9.2 Treasurer

Treasurer's report

Date 29-11-2022

For Meeting 30-11-2022

I have been working on the draft financials, they have been sent to the auditor. The auditor has got back to me with a few questions. I plan to have it all sorted by the end of this week.

Changes will need to be made to who has access (read only) to the bank account, now that the membership registrar has been moved over to Wendy

Access to the Aust Post account will also need to be changed

Incoming Accounts

Name	Details	Amount
Surewise Q12815	Insurance for timing clocks, trailers and ETS	1041.50

MOTION (Nov #2 22 - 04): That the tabled accounts be paid.

Moved: Damien Little

Seconded: Russell Robinsion

Carried

Motion (Nov #2 22 - 05): That the Treasurer's Report be received.

Moved: Kerrie Gabb

Seconded: Mezcal Manners

Carried

Attachments:

- Balance Sheet YTD
- Profit and Loss YTD
- Profit and loss since last meeting

9.3 Calendar Coordinator

The CS report from Waterloo has been sent around to all the members to read.

There is a ride application in for Brimepean, unfortunately this cannot be voted on at this stage, as the ride application fee has not been paid yet.

Mia Mia has put in an application to run the 2023SC, there are still some queries regarding this application, once we have the answers we can vote on this application.

9.4 Assets Officer

Nothing to report

9.5 Horse Welfare Officer

No report received

9.6 Logbook Registrar

Logbooks slow at end of the year. Will have to order some more logbooks soon to prepare for the 2023 logbook applications.

9.7 Merchandise Officer

Nothing to report

9.8 Point Score Officer

I've tallied up the points and distances for 2022 and will send them through from my other computer tonight as they're not on this one...

you'll have them for the meeting so you can discuss how many rugs to order etc.

I will organise the apparel for the rider awards, and the sashes this week. I have not ordered the sashes before as last year it was done by Linda so please bear with me while I get that sorted. The apparel is easy as I did it last year and the policy states that it is to a value of \$100 including embroidery so I'll make sure that I stick to that.

I have most of the perpetual plaques and am organising to get the others. Once I send through the list of awards the SMC can organise the plates for these as per the policy or I can (I have a local lady who did plates 3 times for

our Lancefield ride trophies that I had to keep changing when the ride was cancelled due to COVID). Please let me know how you want to proceed.

I haven't seen an invitation on Facebook for riders to apply for lifetime distance awards..is that in the plans for the SMC to post this or am I meant to do it (I didn't do it last year)? It will need to be done pretty quickly as anyone getting a distance award also gets a sash which I'll need to order.

Although I haven't been advised by the SMC how to proceed with the pointscore, I have made the assumption that the points are to be tallied the way they were re-done last year after Linda advised me to do them differently the first time. I am a bit disappointed that my points from my last report don't appear to have been addressed regarding last year's mix-up... but I know some members of the SMC are doing multiple roles and probably have bigger issues to deal with.

9.9 TPR Coordinator

No report received

9.10 Veterinary Coordinator

No report received

9.11 Grievance Officer

No report received

9.12 Governance Sub-committee

No report received

9.13 Webmaster

Webmasters report SMC Meeting

Task	Completed	Comments
Server performance checks	Yes	Up to date
Email space checks	Yes	Committee5 Treasurer Both are over 80% full
Security updates and patches	Yes	Completed
New Website	Delayed	Reviewing platform options
2021 points	No	Awaiting points details for 2021
Billing	yes	All bills for current year are up to date
Minutes	Yes	A number of minutes are still in draft form on the website
Storage	New query	How does the committee store all of its information to prevent loss when a member leaves?
Vera committee access	In progress	Working with Damian to get front end editing in place

9.14 Social Media

No report received

10. GENERAL BUSINESS

10.1 AGM discussion

The nomination, motion and proxy forms are to be made available to all members via email, Facebook and the website. Information to be included, the AGM, the venue and the positions available on the committee.

11. LATE ITEMS

None

12. ACTION LIST

13. NEXT MEETING

The next VERA SMC meeting is scheduled for 21/1/23

14. MEETING CLOSURE

Meeting closed at 9 pm