

VICTORIAN ENDURANCE RIDERS' ASSOCIATION INC.

STATE MANAGEMENT COMMITTEE MINUTES

Date 21/8/23

Time 7.00pm via Teams

.

1. WELCOME BY PRESIDENT

2. PRESENT

Paul Nugent, Donna Nicholas, Damien Little, Mark Henry, Renee Henry, Sioux Reid, Louise Mackey, Simon Thomas, Sheree Bishop. 7.42pm Shannon Decker 7.07pm Russell Gillingham 7.05pm – 9.05pm. Kerrie Gabb 7.48pm

3. APOLOGIES

Sandy Little. Nicole Porter.

4. VISITORS

None

GENERAL BUSINESS

10.1 Over invoice of trailer works

The work done on the trailers by A & J Electrical went over the quoted amount.

Motion (1) 21 Aug 23: That the extra \$42.87 above the quoted price on each trailer for the electrical work be paid

Moved: Damien

Seconded: Donna

Carried:

10.2 Louise Completion prizes policy

Louise/Damien and Sioux to work at prize policy for distances completed with a list of budget prizes to help ride organisers.

10.3 Ride Organiser Mentors list.

The SMC spoke about the need to get more rides on the Calendar and it was suggested that we run a Ride Organiser Mentorship, to help members organise rides side by side with

experienced ride organisers.

Our ride organiser mentors

Western and South West - Renee and Mark Henry

North and North West - Russ Gillingham

North Central and North East - Louise Mackey

Central - Paul Nugent

East and Gippsland - Kerrie Gabb

10.4 FEI rules regarding unplanned dismounts

To be tabled for next meeting.

10.5 Future dates and locations for face to face meetings.

Face to face meetings very successful and it was decided that the SMC would meet face to face 3 times a year with monthly meetings inbetween via teams.

10.6 Donna/Paul suggestions for getting responses back on Reports. A facebook post?

A facebook chat for vera members who are not on the SMC to remind them to check their emails.?

10.7 Post of rules to FB and Website - Donna Nicholas

I have spoke to Robyn and she is more than happy to pick a rule and explain it on Face book and then forward to the website.. Weekly? Or when not busy?

It was decided that rules be uploaded weekly. Everyone thought this was a great initiative.

10.8 Donna – Samantha Gay has offered to take on the sponsorship role.

This has been readily acceptable and if others would also like to help with getting sponsorship for our rides, they would be greatly appreciated.

10.9 Samantha Gay has offered to facilitate a “How To” for Setting up rides etc.

This has been gratefully accepted.

10.10 Kerrie Gabb - Logbook Applications

There appears to be quite a bit of confusion regarding forms from Novice to Endurance Status. This form will be adapted and updated to make less confusing.

10.11 Kerrie Gabb - Ride Application

Ride forms to be changed Inline with AERA from 8 weeks/2months to 12 weeks/3 months to let us know re vets availability.

10.12 Kerrie Gabb - Potential Ride.

A possible potential ride in the Gippsland area. Kerrie will follow up on.

11. LATE ITEMS

11.1 Damien Little - Governance

I went a little rogue on Louise and Sioux on this, because as usual, I left the run a bit late. I have drafted changes to the Ride Calendar Policy and the Membership Upgrade Form. In the Ride Calendar Policy, I added back the Dual Affiliation section and added a stipulation re Dual affiliation that if a request is made from another DA for the same weekend as a Vic ride it can be dual affiliated if the direct distance is greater than 400km.

In the Membership Upgrade Form, I updated the contact details to Wendy and included a tickbox of a replacement e-Tag. In my opinion, we should supply e-tags free when the rider upgrades to Endurance and only charge for replacement tags @ \$10.

I was looking over the Bib Policy and wasn't quite sure whether it would be best to do away with the colour division stripes. What does the committee think? I know some riders still like them in use. As for the ability for riders to organise their own bib, we need to create a pretty comprehensive schedule on what is acceptable; coverage, number size, font, etc.

I updated the below to the Template and any relevant dated info:

PIC Policy - Current Ag Vic info and weblinks.

Biosecurity - Ag Vic reference.

Horse Welfare – HEWS/REWS full name added.

Recommended Entry Fees – No change, however SMC may want to reconsider the whole policy.

Louise checked over three policies (Smoke Free, Training Ride Challenge, and Volunteer Management) that did not need any serious changes, just updating spelling, grammar, and some endurance terminology. These have been applied to the Policy Template and if approved ready for direct release to the members.

Louise also added a couple of additional notes:

Do we need to have a discussion around the volunteer reimbursement amounts? Should this be increased? **To be discussed at a later date.**

With the TPR Steward guidelines should we add wording to the policy that would require accredited TPR's to nominate which rides they may wish to attend as a TPR or even just like a general location to make it a bit easier for ride organisers to possibly contact potential interested TPR's?

Finally, possibly procedures we already have in place but thinking if not we should look at adding them:

- A Rider Welfare Policy (an issue surrounding this cropped up at the Winton to Longreach Event)

All docs attached plus I have added the Current Policy Register with progress statuses

Motion (2) 21 Aug 23: That the SMC ratify the following policies:

Biosecurity

Horse Welfare

PIC

Smoke Free Events

Training Ride Challenge

Volunteer Management

Moved: Damien Little

Seconded: Louise Mackey

Carried:

12 ACTION LIST

ACTION LIST 15/7/23

Kim Moir – AERA	Accreditation for Wei (Vet) Awaiting reply	Donna/Russell	25/7 ??
Ride flyer & summary	From ride organisers for FB & Website	Kerrie Gabb	Progressing
Ride Review	Download off website then email to stop spam	Paul Nugent	Done
WWCC	Change address to current Secretary	Donna/Kerrie	
Russell Gillingham	Updated TPR & Vet List	Nicole/Kerrie	Progressing
Kerrie Gabb	EOI for future rides to be sent out	Kerrie Gabb	
Paul Nugent	Inventory of Trailers	Paul/Kerrie	Done
Robyn Albers	Rules being posted on FB & Website	Donna Nicholas	3/8/23
Sue Reed	Cost of signwriting for vests	Donna/Shannon	Pending
Sandy Little	Talk to Digger re Toongabbie	Sandy Little	
Michelle Adams	Letter re Toongabbie	Donna/Paul	9/8/23
Damien Little	VERA Policies 3 Critical plus 12 others	Damien Little	Progressing
Damien Little	Policy uploads to Webmaster	Damien Little	Progressing
Bek Williamson	Point Details for 2020/2021/2022 for Web	Paul/Bek	Pending
Damien Little	Copy of half yearly membership to FB & Web	Damien Little	Done
Jen Green	Move Facebook page to Private	Donna/Jen	25/7/23

Paul Nugent	Kyneton meeting room options	Donna Nicholas	20/7/23
SAERA	Letter confirming dual affiliation for Mil Lel	Donna Nicholas	25/7/23
Kerrie Gabb	Letter to SC 23 proposal letter	Kerrie Gabb	19/7/23
Treasurer	Purchase of 100 Common Arrows	Kerrie Gabb	20/7/23
Bek Williamson	Post to FB & Website process of points.	Donna Nicholas	25/7/23
Paul Nugent	Honorarium fee for Webmaster added to reimbursement form	Damien/Sioux/Louise	Done
Paul Nugent	Web Hosting to be transferred from Mark Gabb to VERA.	Mark/Donna	Pending
Bronwyn Cuthbertson	Ride Rule re Rider memberships before logbooks	Damien/Donna	Done
Damien Little	Upload rule above to fb and website	Damien/Donna	Done

ACTION LIST FROM MEETINGS 16/8/23 & 21/8/23

Digger Leehane	Letter re Rule to Interpret. 29.3 Section C	Donna Nicholas	
Toongabbie	Prizes back to GERZ at State Champs	Kerrie/Paul	
Donna/Susan	Letter to GERZ re Meeting.	Donna Nicholas	
VERA	Prize Policy	Damien Little	
VERA	Old Prize Policy	Mark Gabb	
Jon Porter Auto Elec	Re quote for Trailers	Paul Nugent	
Albion Hotel	Opening Times	Donna Nicholas	Pending
Robyn Albers	Weekly Report for VERA Rules	Donna Nicholas	
Portfolio Members	Request for Meeting Reports	Donna Nicholas	
Stripes	Facebook/Website Poll for members - AGM	Louise/Donna	
Past Rides	List to review	Renee Henry	
Samantha Gay	Talk re: Sponsorship role and How to Manual for RO.	Paul Nugent	
Sandy Little	Send Letter head Template	Donna Nicholas	20/8/23
Bronwyn	Invite ????		

13 NEXT MEETING

The next VERA SMC meeting is scheduled for 7th October at Albion Hotel, 41 Mollison Street, Kyneton.
Time 11.00am

14 MEETING CLOSURE

Meeting closed at 9.29pm.