

# VICTORIAN ENDURANCE RIDERS' ASSOCIATION INC.

## STATE MANAGEMENT COMMITTEE MEETING AGENDA/MINUTES

Date : Wednesday `13<sup>th</sup> December, 2023.

Time 7pm

Location Teams

### 1. WELCOME BY PRESIDENT

### 2. PRESENT:

Paul Nugent. Donna Nicholas. Kerrie Gabb. Renee Henry. Sioux Reid. Shannon Decker. Simon Thomas. Sheree Bishop 7.48pm. Mark Henry 8.59pm. Russell Gillingham 8.55.

### 3. APOLOGIES

Damien Little. Nicole Porter. Louise Mackey.  
Sandy Little Did not attend.

### 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
Renee Henry	Mark Henry (Vice-President) Snake Valley Dash	Personal Relationship Ride Organiser
Mark Henry	Renee Henry (SMC) Snake Valley Dash	Personal Relationship Ride Organiser
Louise Mackey	Eldorado Ride	Ride Organiser
Sioux Reid	Moyston Ride	Ride Organiser

### 5. VISITORS

Bek Williamson In: 8.16pm Left: 8.33pm

### 6. MINUTES FROM MEETING HELD ON 15/11/23 & 22/11/23

#### 6.1 Amendments

None.

#### 6.2 Adoption

Motion No.(1) Dec 23: That the minutes from the meeting of 15/11/23 & 22/11/23 be adopted.

Moved: Donna Nicholas

Seconded: Renee Henry

Carried: Yes

### 6.3 Business Arising

None.

## 7. RATIFICATION OF ONLINE MOTIONS

Description	Yes	No	Abstain	Non Vote	
None					

## 8. CORRESPONDENCE

### 8.1 Inwards Correspondence

Date	From	Details
16/11/23	Linda Tanian ASA	Wanting to contact Wendy Riha about membership training
16/11/23	Mark Dunn AERA	DA re: understanding AERA Accounts amended Nov 23 FWD-SMC
17/11/23	Kim Moir – AERA	Table of fees and charges to be applied by AERA in 2024.
21/11/23	Justice Dept Vic Gov	New Incorporated Association Regulations FWD – Pres/Treasurer
29/11/23	Robyn Albers	Re: Social Media Rules and narrowing it down so not so long.
1/12/23	Kim Moir – AERA	AERA Swabbing targets
1/12/23	Kim Moir AERA	Senate Select Committee Report on Animal Welfare FWD-SMC
3/12/23	Linda Tanian	Letter re: Breach of Rule 57

### 8.2 Outwards Correspondence

Date	To	Details
17/11/23	ASA Admin	Notifying that the SMC voted against membership cards.
17/11/23	VETS	HWSC re: Horse Catastrophes. To Lesley Hawson, Narelle Ash Greeves, Morgan Clugston, Judy Mulholland & Rory Speirs
17/11/23	Wendy Riha	Forwarding email from Linda ASA Admin
17/11/23	Mark Gabb/Jen Green	Asking for AGM Save the date 20/1/24 to go on fb & website
17/11/23	Robyn Albers	Rule: re online bullying and weighing in/out.
19/11/23	Mark Gabb	Ratified minutes 18/10 & 25/10.
28/11/23	Robyn Albers	Reminder: Rule re: online bullying post to fb and website
28/11/23	Brian Pullin	WAERA Re: Prize policy
3/12/23	Linda Tanian	Receipt of correspondence.

- **Motion No (2) Dec 23 Motion that correspondence has been received.**  
**Moved: Donna Nicholas**  
**Seconded: Sioux Reid**  
**Carried Yes**

## 9. REPORTS

### 9.1 President

So that's the season done and dusted. A great ride to end the season at Brimpaen.

The committee have worked very hard all year putting our efforts into the new ride trailers, new and improved merchandise to name a couple of the more substantial items and many other things in the pipeline.

All our efforts are now focused on the AGM and Presentation evening in January.

We look forward to seeing you all there.

On behalf of the committee we would like to wish everyone a very Merry and safe Christmas and a prosperous new year.

### 9.2 Treasurer

Financials are now completed, and the auditor is happy with them. A draft copy will need to be sent to the members when the Agenda for the AGM is sent.

The funds from the SC 22 committee was received into our cheque account on 8/12/2023. As these funds are for a specific purpose, should they be moved into an online account, by themselves?

**MOTION No (3) Dec 23:** To open a new bank account, to transfers the funds from the SC 22 committee from the cheque account.

**Moved: Kerrie Gabb**

**Seconded: Shannon Decker**

**Abstained:**

A discussion around the new AERA fees needs to be had, and if we wish to increase any of our fees for any reason.

**It was discussed that there will be no increase in fees.**

Also after being in the new online membership meeting, we need to discuss our family membership and the structure of it, so it can be set up correctly for the start of the New Year.

**Discussion: Family membership to be a minimum of 2 Adults,1 Child.**

- **Motion No (4) Dec 23:** To Change Family Membership from 2 Adults, 2 Child to meet AERA Family membership requirements.

**Moved: Kerrie Gabb**

**Seconded: Sioux Reid**

**Carried Yes**

## Incoming Accounts

Name	Details	Amount
AERA	Inv 1869 - Vets and CS fees for TQ23	780.18
AERA	Inv 1880- monthly fees	250.00
AERA	Inv 1881 – monthly fees	1881.00
Damien Little	Ride sec Reimbursement - Brimapean	100.00
Hosting Australia	Web Security fees	90.34
Donna Nicholas	State Sec Honorarium fees, Meeting Room Hire	621.00

**MOTION No (5) Dec 23:** That the tabled accounts be paid.

**Moved:** Kerrie Gabb

**Seconded:** Paul Nugent

**Abstained:** Donna Nicholas. Damien Little

**Carried:** Yes

**Motion No (6): Dec 23** That the Treasurer's Report be received.

**Moved:** Kerrie Gabb

**Seconded:** Donna Nicholas

**Carried:** Yes

Attachments:

- Balance Sheet Dec 23
- Profit and loss since last meeting
- P & L YTD
- AERA 1869, 1880 & 1881
- Donna Nicholas reimbursement
- Hosting Australia
- Damien Little reimbursement
- Comparison of VERA and AERA fees

### 9.3 Rides

I would like to discuss Dual Affiliation. My discussion point, is to revolve around dual affiliating into 2 states on the same weekend. We only dual affiliate, if there are no Vic rides on weekends. So if 2 rides, one in SA and one in NSW fall into our dual affiliation rules, why can we not dual affiliate with both. Weather we affiliate with 1 or 2, it makes no difference to our Vic RO's, as it means if we have already dual affiliated and no Vic RO has put their hand up to run a ride that particular weekend. It also gives our riding members more options to get to rides that will count toward the end of year results.

**Discussion was had and it was decided that to keep the rides fair to all VERA Members only one dual affiliation with another state at any one time.**

I have been talking with Clare Fleming (Ride Calendar Coordinator NSW), re the Mongendoura ride. I have explained we are happy to dual affiliate this ride, at this stage, but it is conditional to no RO's in Vic wanting to use that weekend. We will need to discuss, this ride again, as the ride has changed dates, it was for 15 & 16<sup>th</sup> of June 2024, it has now been moved to 27 & 28<sup>th</sup> July 2024.

**Motion No (7): Dec 23** Vera has agreed to dual affiliate with Mongendoura Ride on the 27<sup>th</sup> & 28<sup>th</sup> July, 2024 on the condition no Victorian Ride Organiser wants to host a ride that weekend..

**Moved:** Kerrie Gabb

**Seconded:** Simon Thomas

**Carried:** Yes

We have had a request to change a ride for the Eldorado Ride for Sunday 7/7/2024 for the 80km ride.

**Motion No 08/10/2023** That the change of the distance from Statewide Endurance for the Victorian State Championship which will run on the 6-8<sup>th</sup> July 2024, with ride distances of 80 & 160km to be run on the Sunday, be changed to 100 km elevated and 160km on the Sunday, be excepted.

Moved: Kerrie Gabb

Seconded:

**Motion Cancelled due to not being able to run an elevated ride at a State Championship.**

Ride	Chief Steward	Head Vet	Ride Sec

#### 9.4 Assets Officer

Renee enquired about road signs need for Snake Valley Ride. An audit will be carried out with the Western/Central and Gippsland trailers regarding signs etc and distributed between the trailers.

#### 9.5 Horse Welfare Officer

No report received.

#### 9.6 Logbook Registrar

No report received.

#### 9.7 Merchandise Officer

Nothing to report.

#### 9.8 Point Score Officer

Bek joined our SMC Meeting to discuss VERAs perpetual trophies are full and what the SMC would like to do about this.

**Motion No (8): Dec 23** To purchase replacement plaques for the end of year awards.

Moved: Paul Nugent

Seconded: Shannon Decker

Carried: Yes

#### 9.9 TPR Coordinator

No report received.

#### 9.10 Veterinary Coordinator

No report received.

#### 9.11 Grievance Officer

Nothing to report.

#### 9.12 Governance Sub-committee

No report received.

### 9.13 Webmaster

Task	Completed	Comments
Server performance checks	Yes	Up to date
Email space checks	Yes	Treasurer Committee5 Logbooks The above accounts are over 80% storage
Security updates and patches	Yes	Completed
New Website  SMC has requested for more detail on this.	Query. Need answer from committee, still awaiting answer	Current pricing from vendor will be between \$150-250 depending on support required.
2022 points	YES	All point are up to date, checking with Bek now as I seem to have lost the 2020 ones
Billing	yes	One upcoming bill due 30/12/23
Minutes	In Progress	Still pending 2022.8.27 2022.7.23 2022.6.25 2022.4.13 2022.4.09 2022.3.30
Vera committee access	On Hold	This is dependant now on new website

At the time of completing this report, I have not heard back about the following  
 New website costs **SMC have asked for more detail.**  
 Merchandise new site **SMC has asked for more detail.**

Minutes are a current work in progress that will likely take a couple of months to complete, as each set need to be verified off the ones in front of them to make sure they are ratified.

#### 9.14 Social Media

There is not a lot to report as people take some time to rest and recover from the 2023 season.

The Admin Assist function has been really working well and hasn't managed to muck any of the join requests up (so far!)

We are still attracting new members every week. Many are brand new people, others are riders from out of state who want to keep up to date on VERA's news.

The group engagement, as is expected, is a little slow right now however that is normal for the Christmas period.

I'd like to take this opportunity to say Merry Christmas to the SMC and thank them for always supporting me in my Social Media role.

#### 9.15 Membership

##### VERA CURRENT MEMBERSHIPS AS AT 01/12/2023

Membership Type	2022 EOY	2022 YTD	2023 YTD
Adult rider	135	135	118
Junior rider	13	13	8
Associate	1	1	2
Intermediate	4	4	9
Junior Intermediate	1	1	0
Life	5	5	5
<b>TOTAL</b>	<b>159</b>	<b>159</b>	<b>142</b>

#### 9.16 AERA DELEGATE

The most recent meeting of the AERA Management Committee was held on 12 November 2023 and the notes below provide an overview of business discussed at that meeting. The draft minutes will be forwarded to you in due course.

Your representatives to the AERA Management Committee and AERA Delegates who participated in this meeting can provide further information on any of these matters.

- AERA Webmaster, Chris Nichols, has begun the building of the AERA Hall of Fame on our website. A total of 10 riders and 18 horses have been accepted to the Hall of Fame. Please check out the website to see this feature. This will be promoted on our Facebook page once a few more of our supreme athletes, equine and human, have been listed.

- QERA reported that discussions have occurred with FEI, EA and ESNZ to commence planning of an international event "The Australia Regional Championships", potentially to be hosted by Oz Endurance at Inglewood in early June. This will include an Australian Team and teams from potentially 5 other countries to compete in an FEI 1\* event to be run on the Friday. This will be run in conjunction with AERA events on the Saturday.

- The 2024 Ride Calendar is building slowly with 84 events currently listed.
- The 2024 budget was revised with consideration of the now known costs for our insurance in 2024. Separate correspondence has already been sent to DAs with planned fees and charges for 2024 and AERA has worked hard to minimise any increases. This has been supported by a lower than anticipated increase to our insurance. DAs will not be invoiced for the deficit in public liability recovery and agreed that no fee be charged for the online membership renewals.
- SUREWiSE will continue to provide all our insurance needs for 2024 and documents will be uploaded to the AERA Website as they become available.
- TQ24 committee held a successful “test event” and planning is progressing well for Tom Quilty Gold Cup in South Australia on 19 October 2024. The Tasmanian TQ25 Committee have also reported on planning to date and have advised that their event will be on 10 May 2025.
- The Endurance Vet Accreditation Course is gaining momentum with 13 vets registered. Only two have completed to date and this will be recorded in the individual's details on the database and advice provided to the relevant DA.

Website: [www.aera.asn.au](http://www.aera.asn.au)

- Two Adverse Analytical Findings were returned from the Stirling's Classic in April with samples showing levels of Salicylic Acid above the allowed threshold. The ARFL is conducting independent research into this as they have found testing of hay has shown much higher levels of this substance than would usually be seen.
- The Database Sub-committee has reported that online memberships will be available for membership renewal from 1 January 2024. It was strongly emphasised in the report from the DBSC that if declarations are not signed and / or payment is not completed memberships will not be finalised. This will include listing of parents / guardians to support online signing of these declarations for nominations.
- The summarised comments from the TQ – Future Options meeting held at TQ23 were discussed and a report from this will be sent to DAs with encouragement that this be discussed at Annual General Meetings.

Rule Changes as noted in the agenda were all accepted for implementation from 1 January 2024, except for the rules relating to AER Rulebook S2 Complementary Competition - Ride and Tie rides that will be represented in 2024 for further discussion. 28.2 and 29.3 – riders will now be automatically upgraded to endurance having satisfied the required number of rides.

1.3 – this rule will now direct people to the AERA website to access all forms rather than maintaining a current list of all forms in the rulebook.

8.4, 14.2 and addition of a new rule 9.4 are about allowing for a *Special Procedure* for juniors when a horse they have ridden has been swabbed and an Adverse Analytical Finding has been returned.

Tables 15 and 18 are amended to support application of EWS points for vet out lameness at a 3<sup>rd</sup> and any subsequent consecutive rides.

The AERA Biosecurity Statement will be amended to remove the list of Local Government AREAs where a Hendra case has been identified, with reference now to government websites where this information is updated.

The AERA Annual General Meeting is scheduled for 27 March 2024 and further advice will be provided closer to the date. But as DAs move to their own AGMs over the next few months, please consider who you may nominate as an AERA Management Committee Member and as Delegates. The MC Members must have capacity to contribute to the work that AERA does by being available to take on an Office Bearer position or to chair a Portfolio Sub-committee.

The next meeting of the AERA Management Committee is scheduled for Sunday 11 February

## 10.0 GENERAL BUSINESS

### 10.1 Logbook postage pricing to be tabled for next meeting

### 10.2 Kerrie Gabb AERA Pricing for 2024.

We have only be charging RO's \$85 for application fees, this year.

These have gone up to \$120.00 from AERA.

Good that the volunteer one is going down, so it balances things out a bit 😊

### 10.3 Kerrie Gabb New incorporated association regulations to go onto January Agenda



#### 10.4 SMC Times for AGM.

- AGM / awards location – Tabcorp park Melton, there is accommodation available there
- AGM / awards date – 20/1/2024
- AGM / Registration 1.30pm. Followed by AGM then Presentation of End of Year Awards.
- AGM / dinner price - TBC

#### 10.5 Letter from Linda Tanian sent 3<sup>rd</sup> December, 2023.

I would like to highlight to you and the VERA SMC that we are currently in a situation where the President of VERA is in breach of Rule 57 of the VERA Constitution. Paul came onto the VERA Committee in June 2017 and his six year term as a Member of the Management Committee expired In June 2023. As such he is now in excess of the 6 year terms specified in Clause 4 of this rule. While I am sure that some discussion has occurred on this matter, it is a little hard to fathom how this rule has not been adhered to.

Regardless of what argument might be said about Paul's lack of renewal of his membership last year he continued to be a member of the Management committee – he turned up to meetings, voted and undertook committee activities – and once his failure to renew was identified his membership application was submitted quickly and renewed. As a result the second part of the rule (must retire for a minimum of one year) has never been upheld.

This needs to be resolved quickly because the SMC is not acting in accordance with the Constitution and it is knowingly doing so. I look forward to the SMC acting to uphold our Constitution and operating with integrity.

Kindly acknowledge receipt of this correspondence.

**It was decided to go into Camera starting at 9pm and to come out of Camera at 9.49.**

**Into Camera 9pm**

**Out of Camera 9.49pm**

**Moved: Donna Nicholas**

**Moved: Paul Nugent**

**Seconded: Shannon Decker**

**Seconded: Shannon Decker**

**This letter was discussed at length with a letter of response to be forwarded to Linda Tanian**

#### 10.6 Sheree: RULE 57 Removal of Rule 57 Clause 4

- 4) **A member of the Management committee cannot hold a committee position for more than six (6) consecutive years and must retire for a minimum of one (1) year before they will be eligible for re-election to any Committee of Management position**

Discussion was had and it was decided to motion to remove this clause. The SMC felt that if a member wants to stay on the committee that they be allowed to. It was discussed how VERA loses continuity and vast experience by making members retire after 6 years for 1 year.

**Motion No (9): Dec 23 Rule 57 Clause 4 be removed in its entirety from the VERA Constitution.**

**Moved: SMC**

**Carried: Yes**

#### 10.7 Sioux - NVP Terms of Reference Info fwded to Committee on 8/12/23 To be tabled for next meeting.

## 10.8 Damien - Distance Change Eldorado. To be tabled for next meeting

### LATE ITEMS

#### 11.1 Donna - Prize Policy.

Emailed out requests to interstate endurance clubs regarding above. The ones that replied said that they didn't actually have one.

### 12.00 ACTION LIST

15/7/23

Ride flyer/summary	From ride organisers for FB & Website	Kerrie Gabb	Progressing
Sue Reed	Cost of signwriting for vests	Donna/Shannon	Pending
Damien Little	VERA Policies 3 Critical plus 12 others	Damien Little	Progressing
Damien Little	Policy uploads to Webmaster	Damien Little	Progressing
Paul Nugent	Web Hosting to be transferred from Mark Gabb to VERA.	Mark/Donna	Pending

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

Stripes	Facebook/Website Poll for members - AGM	Louise Mackey	Pending
Past Rides	List to review	Renee Henry	
Samantha Gay	Talk re: Sponsorship role and How to Manual for RO.	Paul Nugent	Progressing

ACTION LIST 18/10/23			
Paul	State Champs 2022 followup	Paul Nugent	Progressing
Renee	Photos Road Signs	Paul Nugent	
Simon Thomas	Updated policy re statechamps – Woollen Rugs	Damien	Pending
TQ 24	Chase up a report from TQ committee regarding promotion	Sioux Reid	

ACTION LIST 25/10/23			
Paul	New Policy re tags for Endurance Status	Damien Little	Pending
Sioux	State Vet Timeline and Criteria	Sioux Reid	
Sioux	Section 35 Trot up 78.9 & 68.3 & 64.948	Sioux Reid	
Paul	Trailer Policy Re: Pickup/Drop off	Damien Little	Pending

ACTION LIST 15/11/23			
AERA	What is the definition of fail to trot?	Sioux Reid	
Members EOI	Sponsorship Proposal for Trailers	Samantha Gay	
ACTION LIST 22/11/23			
russell Gillingham	Vet Ride Calendar Email and to TPRs	Sherrie Bishop	
Paul Nugent	Contact other states regarding ride prize policies	Donna Nicholas	Pending
Sioux Reid	Re: accreditation process and costs re swabbing	Donna Nicholas	Pending
Paul Nugent	Disclosure Forms	Damien Little	
Jen Green	Contract regarding VERA Rules	Paul Nugent	
Samantha Gay	Letter to engage Sam with sponsorship for trailers.	Paul Nugent	

# ACTION LIST 13<sup>TH</sup> DECEMBER, 2023

Kerrie Gabb	Letter to Wendy Riha and database Re 2024 fees	Kerrie Gabb	Done
Kerrie Gabb	Email State Champs Ros re: Ride distances	Kerrie Gabb	Done
Clare Fleming	Email re: Mil Lil	Kerrie Gabb	Done
Bek Williamson	Take photos of previous award plaques and post to facebook and website	Donna Nicholas	Pending
Paul Nugent	Thank you letter to Carl Adamson for sponsoring the plaques	Donna Nicholas	Done
Donna	Set up group chat for fb and website for better continuity	Donna Nicholas	Done
AERA	Approach AERA Re: Low Memberships	Paul Nugent	
Surewise	Insurance Re: Cert. of Currency for Snake Valley	Sioux Ried	Pending
Melton Ent Park	Cost of AGM	Paul Nugent	Progressing
Paul Nugent	Names of vets that have vetted this year	Russell/Damien	Done
Paul Nugent	Absentee vote at AGM to check rules	Paul Nugent	
Paul Nugent	Special Resolution – AGM.	Donna Nicholas	Done
Sioux Reid	Resend NVP Terms of Reference to SMC	Donna Nicholas	Done
Paul Nugent	Dial up Teams for meetings	Paul Nugent	
Paul Nugent	Flyer for AGM	Donna/Paul	

**10. NEXT MEETING: AGM 20/1/24 AT MELTON ENTERTAINMENT CENTRE 2 FERRIS ROAD, MELTON**

**11. MEETING CLOSED: 10.12pm**