

VICTORIAN ENDURANCE RIDERS' ASSOCIATION INC.

STATE MANAGEMENT COMMITTEE MEETING AGENDA/MINUTES

Date 23rd October, 2024

Time 7pm

Location Teams

1. WELCOME BY PRESIDENT – PAUL NUGENT

2. PRESENT

Paul Nugent. Donna Nicholas. Shannon Decker. Sheree Bishop. Simon Thomas. Nicole Porter. Russell Gillingham.

3. APOLOGIES

Sioux Reid. Sandy Little.

4. CONFLICT OF INTEREST

The Conflict of Interest register was confirmed

Committee Member	Point of Conflict	Reason
Paul Nugent	Bek Williamson (point score officer) Lancefield Ride	Personal Relationship Ride Organiser
Sandy Little	Bronwyn Cuthbertson, Damien Little	Personal Relationship
Sheree Bishop	Smythesdale Ride	Ride Organiser
Sioux Reid	Moyston Ride	Ride Organiser

5. VISITORS: NONE

6. MINUTES FROM MEETING HELD ON 14TH SEPTEMBER, 2024

6.1 Amendments

6.2 Adoption

Motion No.(1) Oct 24: That the minutes from the meeting of 14th September be adopted.

Moved: Donna Nicholas

Seconded: Nicole Porter

Carried:

6.3 Business Arising

None

7. RATIFICATION OF ONLINE MOTIONS

Description	Yes	No	Abstain	Non Vote	Ttl
Ride application received from Ken Bradley to run legendary cup on 26,27,28th September 2025 distances of 160elevated, 80, 40, 20, 10 all on the Saturday. Be accepted. Moved: Nicole Porter Seconded: Shannon Decker	8			1	9

RATIFICATION OF ONLINE MOTIONS

Motion No.(2): Oct 24 That the ratification of the online motions be adopted.

Moved: Shannon Decker

Seconded Nicole Porter

Carried: Yes

8. CORRESPONDENCE

8.1 Inwards Correspondence

Date	From	Details
20/9/24	Bronwyn Cuthbertson	Sheree Bishops AERASPACE FWD - SMC
21/9/24	Linda Tanian	Sheree Bishops AERASPACE FWD - SMC
22/9/24	Linda Tanian	Chief Steward Report for GERZ
29/9/24	Jenny	List of Legendary Cup officials
30/9/24	Consumer Affairs	Annual Statement
30/9/24	Ellen Prestage	Chris Browne WWCC received by post FWD – Wendy Riha
2/10/24	Kim Moir – AERA	Meeting notes from September Meeting. FWD - SMC
5/10/24	Kim Moir - AERA	TQ25 Officials and Yearbook timelines. Feb 25 FWD - SMC
6/10/24	Kim Moir – AERA	Mandy Barth FWD - SMC
9/10/24	Kim Moir AERA	Changes to Temperature Log FWD - SMC
13/10/24	Kim Moir – AERA	AERA and what they provide to the TQ. FWD - SMC
14/10/24	Kate Gavens	Conservation Matters FWD - SMC

8.2 Outwards Correspondence

Date	To	Details
16/9/24	Bronwyn Cuthbertson	Re: SMC Working bee for trailers 9/11/24
18/9/24	TQ Teams	Wendy Riha, Kasey Thomas, Tanya Beacham, Shea Reynolds, Shannon Decker, Renee Henry, Sarah McLaughlin, Jane McLaughlin, Heather Stuchbree
20/9/24	Robyn Albers	Rules for facebook and website.
4/10/24	Web/Social	TQ24 Team Nominations.
7/10/24	Kim Moir – AERA	TQ AERA
8/10/24	Wendy Riha	WWCC Chris Browne

- **Motion No (3) Oct 24 Motion that correspondence has been received.**

Moved: Donna Nicholas

Seconded: Russell Gillingham

Carried: Yes

9. REPORTS

9.1 President – Paul Nugent

Very happy with how the year is going and looking forward to our last 2 rides on the calendar.

9.2 Treasurer

Accounts Processed and Attached.

Surewise - Trailer Insurance \$973.90
Equestrian Australia Swabbing State Champs \$1306.95
Mitre 10 Trailer Stakes \$384.61
Aera invoice 2281 \$1085
Meeting Expenses \$209.30
Quilty Rugs \$495

Income

Ride Application - Mia Mia Ken \$85
Ride fees Smythedale Endurance Ride \$1485.

MOTION No (4) Oct 24: That the tabled accounts be paid.

Moved: Sheree Bishop

Seconded: Russell Gillingham

Abstained:

Carried: Yes

Motion No (5): Oct 24 That the Treasurer's Report be received.

Moved: Donna Nicholas

Seconded: Nicole Porter

Carried: Yes

9.3 Rides – Nicole Porter

Rides 2024	Chief Steward	Head Vet	Ride Sec
Dergholm 1/11/24	Linda/Dougie	Judy Mulholland, Rory	Mark Gabb
Mia Mia 23/11/24 – 24/11/24	Paul Nugent	Narelle Cribb	Damien Little

Rides 2025	Chief Steward	Head Vet	Ride Sec
Eldorado Step In 1/3/25 – 2/3/25			
Snake Valley Dash 15/3/25 -16/3/25			
Brimpaen 5/4/25 – 6/4/25			
Moyston 31/5/25 – 1/6/25			
Eldorado 19/7/25 – 20/7/25			
Mia Mia 26/9/25 – 28/9/25			
Ararat 9/10/25 – 10/10/25	Sandy Little	Helen Hosking	Damien Little
Gerz 15/11/25 – 16/11/25			

9.4 Bookkeeper - Kerrie Gabb

I have started working on the financials and will have the draft financials to the committee by 24th October. After that they need to get to the auditor

- Can the SMC please advise how they would like the whole audit process to work. Will I forward the report to the secretary / treasurer and then the secretary / treasurer work with the auditor, or am I to deal with the auditing process direct with the auditor and cc in the secretary / treasurer.

Reports supplied

- Balance sheet as at 30-09-2024
- P & L since last report to 30-09-2024
- P & L YTD

Motion No (6): Oct 24 That the Bookkeepers Report be received.

Moved: Russell Gillingham

Seconded: Shannon Decker

Carried: Yes

9.5 Assets Officer – Paul Nugent

Nothing to report.

9.6 Horse Welfare Officer – Sandy Little

Nothing to report..

9.7 Logbook Registrar – Bronwyn Cuthbertson

Nothing to report.

9.8 Merchandise Officer – Shannon Decker

The quiltly merchandise was a success with many people commenting how great the jackets and rugs looked.

9.9 Point Score Officer – Bek Williamson

Nothing to report.

9.10 TPR Coordinator – Russell Gillingham

Nothing to report.

9.11 Veterinary Coordinator – Russell Gillingham

Nothing to report.

9.12 Grievance Officer – Kasey Thomas

Nothing to report.

9.13 Governance Sub-committee – Sioux Reid. Russell Gillingham. Donna Nicholas

Nothing to report.

9.14 Webmaster – Mark Gabb

Nothing to report.

9.15 Social Media – Jen Green

Nothing to report.

9.16 Membership – Wendy Riha

Membership Type	2023 EOY	2023 YTD	2024 YTD
Adult rider	112	110	122
Junior rider	7	8	5
Associate	2	2	2
Intermediate	6	9	10
Junior Intermediate	0	0	3
Life	3	5	4
TOTAL	130	139	146

9.17 Aera Delegate – Sioux Reid

The AERA Management Committee met on 10 and 11 September 2024 and the notes below are to provide you with a snapshot of discussions from those meetings. Draft minutes of these meetings 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 highlights

- AERA Logbooks – the logbook version that will allow AERA Logbooks to also be used as passports for FEI 1* events was accepted. This will be the version available to members by the start of 2025.
- Details for horses entered into AERASpace from 1 January 2025 will show sire and dam as “unconfirmed” if the horse is not registered with a breed society studbook or registry, with confirmation still to be provided from the DBSC about how this can be done.
- **The Horse Health Declaration will now require a 4-day temperature log, to include 3 days prior to travel and the morning of commencement of travel. Specific events may require a more suitable temperature log to suit that event, such as TQ events and Shahzada – note separate correspondence to DAs.**
- A preliminary budget for 2025 was presented and recommendations from the Finance Committee included an increase to Affiliation Fees for adults and to the Ride Entry levy, noting there is still no advice about insurance for 2025 though there is an anticipated increase of 10 – 12% - separate correspondence to provide more detail and a copy of the draft budget.
- Discussions occurred about the national shortage of fluids and how this may impact on rides. It is up to the Head Vet to confirm that referrals may be made and that fluids can be available. Reminder that when a Treatment Vet is not on base they must be within a 15-minute drive.
- Swabbing targets are on course to be met. The outstanding matter of the Adverse Analytical Finding from the VERA State Championships in 2022 is resolved and a statement has been posted to the AERA website.
- TQ24 planning and preparation is well on the way and nominations opened on 6 September with a quick response from members eager to get a campsite. AERA has undertaken to work with Vink publishing to deliver the TQ24 Book and TQ25 have decided to do this task “in-house”. DAs might consider the option of the TQ Book becoming a National Magazine.

Website: www.aera.asn.au

Rule Changes approved for a first vote: Minor changes to rules 61.5 and 63.7 to correct numbering issues were approved.

Rule 63.11 - reference to the recording of a horse death, it must also be determined whether a completion status has to be changed. Suggested addition to rule 63.11

The chief steward shall ensure that:

EADCM Rule 7.1 – use of approved laboratories

- 63.11.1 The treating veterinarian(s) and the *person responsible* for the horse are provided with AERA Form 21 Equine Catastrophe – Explanatory Notes prior to the act of euthanasia.
- 63.11.2 AERA Form 22 Equine Catastrophe – Consent to Euthanise (if appropriate) is completed by the *person responsible for the horse* prior to euthanasia and retained by the chief steward.
- 63.11.3 AERA Form 23 Equine Catastrophe – Veterinarian Report is completed by the treating veterinarian and retained by the chief steward.
- 63.11.4 AERA Form 24 Equine Catastrophe – Chief Steward Report is completed.
- 63.11.5 Either AERA Form 2 Invasive Treatment – Rider Report – Non Metabolic or AERA Form 3 Invasive Treatment – Rider Report – Metabolic is completed as appropriate and retained by the chief steward.
- 63.11.6 The Chief Steward, in consultation with the Head Vet and Treatment Vet, must determine whether a change to the database record is required in the case of a horse catastrophe following a recorded status of completion.

These EAD Rules incorporate the FEI List of Approved Laboratories which is published and revised by the FEI from time to time. The AERA and/or DA shall send *samples* for analysis only to these approved Laboratories, which are subject to the *FEI standard for laboratories*. The choice of *laboratory* used for the *sample* analysis of either or both the *A* and *B Sample* shall be determined exclusively by *EA*. However, the *person responsible* may elect to have the *B Sample* analysed at a different *laboratory* than the one which performed the *A Sample* analysis. If such an election is made, AERA *EA* shall select the *B Sample laboratory* in consultation with the primary laboratory from the FEI List of Approved Laboratories and inform the *person responsible* accordingly.

Next AERA meeting is scheduled for 16 November 2024 and correspondence, reports and items to be included on the agenda for this meeting should be with the AERA Secretary by Monday 4 November 2024. Late agenda items will be included on a Subsidiary Agenda and may not be dealt with at this meeting. Reminders and agendas will be sent out to all DAs and AERA Members, MC and SC Members.

9.18 Honorary Vet – Narelle Cribb

The most pressing Vet issue (besides trying to source more vets) is the lack of availability of intravenous fluids.

This is still an issue Australia wide.

At the meeting of the National Vet Panel regarding this issue, it was decided that each RO committee should ensure that adequate Treatment fluids are available at each ride.

This will be an important conversation for each Ride Committee to have with the Head vet/Treatment Vet and the Chief Steward.

It was suggested that a minimum of 40-50 litres of fluids is needed on hand to be able to run a ride.

In addition to the issue of having fluids at rides, there is also the potential that the nearest Equine Vet Hospital may not be able to accept referrals from rides for IV fluid treatment.

As per the AERA rule book, the HV needs to establish which hospital in the vicinity of the ride is able to accept referrals if needed.

I think it is prudent to also inform competitors at the pre-ride briefing about the situation - hoping that they will ride accordingly! It is also understandable under the current circumstances that vets may eliminate horses that are showing metabolic compromise that do not improve at re-inspection.

It was super to see the return of Dr Lesley Hawson to the vet ring recently!

Hope everyone has a good month. See some of you at TQ!

9.19 TQ29 Committee

Nothing to report.

GENERAL BUSINESS

10.1 Russell Gillingham WWCC rules

Will talk to Ellen Prestage re: Changing secretaries address.

10.2 Day Membership Refund – Linda Tanian 29/6/24

I probably don't have enough information here to provide an appropriate answer. If you were wanting to refund day membership to the new member how many rides were you going to refund them for? For example, what happens if they have been doing day memberships for 3 years – would you refund them all of those? The answer is very likely to be no because VERA wouldn't want to be throwing away that much money.

Then you have the scenario that you have someone who might pay a half year membership so they are getting a discounted rate – would you offer them a refund on day membership? You could get into the scenario (depending on how many rides completed at day membership that you decide to refund them) that the new member paid very little, nothing or even VERA owed them money back. For example, if you decide that 4 rides at day membership would be refunded that would be \$120 and the half year membership is only \$100.

From a system perspective it is not set up to handle this scenario so development would be required. When we set up the membership module we did ask about refunds on memberships and all SMCs did not want to include this functionality as most of them have constitutions that require consideration by the SMC before a refund on a membership is paid. While we are not exactly refunding the membership in this situation we would be using the membership funds to do so and that gets a little tricky. The other factor that the Database SC would consider when looking at making changes is whether this is going to be an Australia wide function or just restricted to one state – if it does come down to one state we would be much less likely to include it in the system.

When you come to a point of equity – other people pay full membership and have supported the sport for many years. If you give a discount to a newcomer, are you basically ignoring that long termer who has turned up, paid over their cash for 5, 10, 20 years?

It's not an easy topic to provide recommendations on and the Database SC is probably not the right point to start with – have you asked other SMCs what they do? I know NSW has done a lot of work in recent times – Linda Henley is a great person to talk to about some of their initiatives.

Some of the questions I would ask the SMC to consider (if I was on the SMC while this topic was being discussed) are:

- Do you have data to support that newcomers are your ideal target market?
- What is the retention rate for this category of member?
- Do they stay in the sport?
- What stops them from coming back?
- And is the offer of a discount the right strategy?
- Would you not be better off running training days/weekends or things like that to help people get into the sport, understand the requirements of the sport and provide them with the expertise to compete successfully?

LATE ITEMS

11.1 AGM Date and Venue.

The votes from the facebook poll were collated. The most popular location was Central Victoria and the AGM Mid morning with presentations afterwards.

The date will be Saturday January 18th 2024.

Location yet to be determined.

13.0 NEXT MEETING: 3rd December, via teams at 7.00pm.

14.0 MEETING CLOSURE: 8.41pm.

Motion: That the AGM be held at the Victoria Hotel, Woodend on the 18th January, 2025 from 11am followed by VERA awards and presentations. Room Hire: \$500

No food or drinks supplied but is readily available from the bar and bistro.