

VICTORIAN ENDURANCE RIDERS' ASSOCIATION INC.

DIVISION ASSOCIATION MANAGEMENT COMMITTEE MEETING (DAMC)

AGENDA

Date 23/03/2026

Time 7pm

Location Teams

1. WELCOME BY PRESIDENT

President started the meeting at 7.07 pm

2. PRESENT

Damien, Kerrie, Helen, Shannon, Martin, Erin, Virginia, Donna, Candy, Sioux, Linda

3. APOLOGIES

Jess

4. CONFLICT OF INTEREST

The Conflict of Interest register was confirmed

Committee Member	Point of Conflict	Reason
Kerrie Gabb	Webmaster	Personal Relationship
Helen Spencer	Ararat Ride	Ride Organiser/Vet
Damien Little	Logbook registrar	Personal Relationship
Virginia Reichenback	Lake Hindmarsh Ride	RO

5. URGENT SPECIAL RESOLUTION MEETING

5.1 To review the endorsement of the 2026 AERA MC

TEERA have voted to not endorse the 2026 nominated AERA MC members.

VERA need to determine our support for the DAMC and understand what can be resolved from the outstanding issue.

Motion (1) 20260324 That VERA will maintain the current AERA MC and AERA Delegate nominations for 2026, of Sioux Reid as AERA MC and AERA Delegate and Martin Mizzi as second AERA Delegate.

Moved: Damien Little

Second: Helen Spencer

Yes: 5

No: 3

Abstained:3

MOTION FAILED

More discussion was had.

Motion (2) 20260324 Move that Sioux Reid's position as AERA Delegate be replaced with Virginia Reichenbach. Resulting in Virginia and Martin being the VERA AERA Delegates and Sioux Reid being the VERA AERA MC nomination.

Moved: Damien Little

Second: Donna Nicholas

Yes: 6

Abstained:5

Motion Passed

5.2 To provide guidance to the AERA delegates on the three AERA AGM special resolutions. Each person to provide their feedback on the three.

See appendix 1 for details

- **Special resolution 1 - brought in from NSWERA**
No: 11
VERA is not in support of this resolution
- **Special resolution 2 - brought in from WAERA**
Yes: 6
No: 4
Abstained: 1
VERA is in support of this resolution
- **Special resolution 3 - brought in from AERA secretary**
No: 11
VERA is not in support of this resolution
The reason behind this decision is that the proposed structure of the resolution is flawed in its deployment and does not accurately maintain the existing section 5 a-f of the constitution with properly explaining the new structure

6. URGENT SPECIAL RESOLUTION MEETING

Meeting closed at 8.24pm



Australian Endurance Riders Association Inc.

Inc. No. Y1458516 ABN 14 684 748 206 ARBN 095 622 914

**25 Castleton Rise
Chatsworth 4570**

Queensland

Telephone (07) 5481 6370

Mobile: 0476 166 903

International: 61 7 5481 6370

+61 476 166 903

Email: secretary@aera.asn.au

4 March 2023

NOTICE TO ALL AERA DIVISION ASSOCIATIONS

INTENT TO PRESENT SPECIAL RESOLUTIONS TO THE AERA ANNUAL GENERAL MEETING 25 March 2026

SPECIAL RESOLUTION 1 – brought forward by NSWERA

That sections 12.2 and 12.3 as below are added to the Constitution of the Australian Endurance Riders Association Inc.

12.2 AERA Independent Disciplinary Panel and AERA Independent Appeals Committee

Where the Management Committee of a Division Association is of the opinion that a member of a Division Association:

- (a) has refused or failed or neglected to comply with a provision or provisions of these rules, of the riding rules, procedures, veterinary procedures, or conditions of entry for Endurance events as approved by AERA from time to time; or
- (b) has acted in a manner prejudicial to the interests of AERA,

that Division Association Management Committee may by resolution request that the AERA applies a disciplinary process by referral to the AERA Independent Disciplinary Panel as described in 12.3

12.3 AERA Independent Disciplinary Panel selection and authority

a) At each AERA AGM, each Division Association will nominate two members of its Association to constitute an Independent Disciplinary Panel. The process of selecting Division Association members for this nomination is governed by the constitution of each Division Association.

b) If a matter is referred to the AERA under Section 12.2, the AERA will use a ballot system to choose 3 members of the Independent Disciplinary Panel to act on the referral in accordance with the procedures outlined in this Section.

c) The selected persons shall elect one of their numbers to act as chairperson;

d) Members of the IDP shall disqualify themselves from acting in the event of a conflict of interest relating to the issue to be resolved. Membership of the DA which refers a disciplinary matter to AERA will be considered a clear conflict of interest and such members will be excluded from the ballot for the panel.

Website: www.aera.asn.au

e) The AERA Management Committee may disqualify a member of the IDP from acting on a particular matter if the AERA Management Committee determines by a majority decision that the member of the IDP has a conflict of interest relating to the complaint.

f) Where the IDP, after the hearing process as described in this Section, or having determined the matter in the absence of a hearing, finds that a member of the Association has:-

- i) breached any of the rule/rules governing the Division Association; or.
- ii) acted in a manner prejudicial to the interests of the Division Association; or
- iii) refused to answer the complaint or refused to attend the hearing to give evidence
- iv) The IDP, by resolution of a majority of IDP members entitled to vote, may either
- v) Dismiss the complaint or
- vi) Apply a penalty to the member under investigation as prescribed in the AERA rule book 3.10.
 - i. a direction to comply
 - ii. non-recognition of results
 - iii. imposition of a non-participation time period for a rider, trainer, support personnel and/or horse
 - iv. imposition of novice status for a period of time for a rider and/or horse
 - v. imposition of a monetary fine on a rider, trainer or support personnel for the purposes of cost recovery
 - vi. termination of DA membership
 - vii. any other reasonable penalty as determined **or as recommended** by the IDP

Members investigated for serious infringements shall be subject to the penalties listed in the AERA rule book Table 3 should the IDP find that the member has breached the rules.

The decision of the IDP shall be binding on the Division Association Management Committee, which shall have no right to appeal.

g) Service of Notice and appeal to the Independent Appeals Committee

Where the IDP passes a resolution under Section 12.3 the IDP shall, as soon as practical, cause a notice in writing to be served on a member:

- i) Setting out the resolution of the IDP. Such resolution is to commence from a date specified in the advice letter;
- ii) Informing the member that in the case that they do not accept the decision of the IDP, the member may request an appeal in writing to the Secretary of AERA, and do either or both of the following
 - a. Attend and speak at the requested appeal meeting;
 - b. Submit to the AERA IAC at or prior to the date of that meeting written representations relating to the resolution;

h) Where the AERA Management Committee receives notice of appeal from the member, the AERA Management Committee will use a ballot system to select a different panel from the existing IDP members to act as an Independent Appeal Committee (IAC) and the IAC shall inform the member, of the date, time and place of their meeting with the AERA IAC so selected so long as this date shall not be sooner than 14 days from the receipt of the notice of intent to appeal and that the member may do either of the following;

- i) Attend and speak at the meeting personally, or if a junior, their guardian speak for them;
- ii) Submit to the AERA IAC at or prior to the date of that meeting written representations relating to the resolution

(i) At a meeting of the AERA IAC held as a result of an appeal and in accordance with these rules, the IAC shall;

- a) Give to the member or other members an opportunity to make oral representations;

- b) Give due considerations to any written or oral representations submitted to the IAC by the AERA Management Committee or the relevant Division Association Management Committee at or prior to the meeting which relates to the resolution;
- c) by majority vote determine whether to confirm, or amend, or to revoke the resolution of the AERA IDP; and Inform the AERA Management Committee of its decision in writing.

RATIONALE

1. Given the relatively small number of DA members, the use of member volunteers as IDP members is likely to result in a conflict of interest. Relationships are the fabric of our sport, and the reality is that relationships between members of a DA may (or may be perceived to) influence IDP judgements.
2. The use of the SMC as a disciplinary panel is definitely a conflict of interest. In any work environment an independent process is needed. It is considered best practice to have an independent individual or panel conduct an investigation, separate from the individual or panel responsible for making decisions and implementing disciplinary actions. By creating a national IDP process option, a DA can, if it wishes, remove itself completely from the judicial process and therefore from any accusation of conflict of interest because of familiarity.
3. Currently, the appeals process also varies between DAs. What is of concern is that for at least two DAs the appeal process involves a special general meeting of members. Such a situation is extremely unlikely to rely on facts and rules when it comes to making decisions. Having a national disciplinary and appeals committee option, means there is a standardised process in place should a DA decide to use this option.
4. This will facilitate a more objective approach in the assessment of disciplinary matters raised within the sport in the rare cases of disciplining members.

Special Resolution 2 – brought forward by WAERA

That the AERA Constitution be changed so that Section 15.2 is amended from:

The term of each member of the Management Committee shall be two (2) years, subject to this Constitution. No member shall be eligible to serve more than three consecutive terms, after which time the member is required to stand down for at least 2 years.

To

The term of each member of the Management Committee shall be two (2) years, subject to this Constitution and members shall be eligible for re-election. No member shall be eligible to serve more than three consecutive terms, after which time the member is required to stand down for at least 2 years.

Rationale:

This amendment seeks to remove the current restriction limiting Management Committee (MC) members to six consecutive years of service.

Being a small and democratic Association, the strength of our governance lies in the informed choice of our members. Decisions about how long an individual serves on the Management Committee should rest not on an arbitrary time limit, but on two key principles: the willingness of the individual to continue serving; and the confidence of Division Association members, expressed through established constitutional processes.

Imposing a fixed six-year cap may unintentionally deprive the Association of experienced and capable leadership. The history of the AERA demonstrates that, on numerous occasions, individuals have served with distinction for periods exceeding six years, contributing continuity, stability, and institutional knowledge that have benefited the Association as a whole. The AERA history also shows a consistent and healthy pattern of renewal, with new members regularly joining the Management Committee. The balance between experienced and incoming

members has ensured both continuity and fresh perspectives without the need for rigid term limits.

Importantly, as a volunteer-based organisation with limited administrative and governance resources, AERA relies heavily on the experience and capacity of its Management Committee members. Mandatory term limits risk placing an unreasonable burden on the Association by forcing the simultaneous departure of multiple experienced members, regardless of whether suitable successors are available or adequately supported. In such circumstances, the Association may struggle to meet its governance, compliance, and operational responsibilities, effectively setting it up to fail through no fault of its members.

This special resolution reduces the risk that, through the operation of a fixed term limit, the Management Committee could simultaneously lose multiple experienced members while bringing in several inexperienced members due to natural attrition. Such a scenario could undermine continuity, corporate memory, and effective governance, particularly in an organisation with constrained resources. By removing the consecutive service limit, this amendment preserves democratic choice, safeguards institutional knowledge, and ensures that the Association retains the flexibility needed to maintain both experience and renewal within its leadership structure.

Special Resolution 3 brought forward by AERA Secretary, Kim Moir

That the AERA constitution section 5.3 is amended to include a new clause (b)

5.3 Delegates

- (a) Division Associations may appoint Delegates or Proxies to exercise their voting rights
- (b) Are required to be voting members of the Division Association by which they are nominated, or be an Honorary Member of a Division Association or an Honorary Member of AERA.
- (c) A Delegate or Proxy shall be entitled to vote at any general meeting of AERA
- (d) A Delegate shall be entitled to endorse the nomination of the Management Committee of AERA at an Annual General Meeting
- (e) Each Division Association shall be entitled to appoint such number of Delegates equal to the number of votes held by the Division Association up to a maximum of 5, in accordance with clause 25.
- (f) The Delegates shall be entitled to receive notice of all general meetings of AERA.

Rationale

As a Delegate is entitled to vote at any general meeting of AERA it is logical that they should be a voting member of a Division Association or hold the status of an Honorary Member.

These resolutions will be included in the AERA Annual General Meeting but are presented now to give members the opportunity to consider these resolutions.

Regards



Kim Moir

AERA Secretary