

Summary Report: NSW ERA Committee meeting held via teleconference 5 March 2020.

ATTENDANCE

Present: Belinda Hopley, John Howe, Tony Warren, Peter Bice, Kerry Fowler-Smith, Jo Davis, Faith Robinson, Matthew Walker, Noni Seagrim, Kim Stephens [7.20], Kylie Jonkers, April Newman, Jacque Wright [7.28], Ruth Sumpner part meeting.

Apologies: Alam Dastani and Jacky Barlow. **In attendance:** Helen Rich (Minutes).

Welcome to April Newman.

Reminder that we all need to be mindful that meetings are confidential.

Conflicts of Interest: None declared at this time.

Acceptance of minutes of meetings.

MOVED Belinda Hopley, Kerry Fowler-
THAT the minutes from the Meeting of 17 January 2020 be accepted. **Carried** Unanimous

MOVED Belinda Hopley, Faith Robinson
THAT the minutes from the Meeting of 22 February 2020 be accepted as amended. **Carried** Unanimous
List Ruth as an apology for the meeting of 22 February 2020. Some alternations were noted and duly made to the minutes of 22 February 2020.

MOVED Peter Bice, John Howe
THAT the minutes from the teleconference Meeting of 24 February 2020 be accepted. **Carried** Unanimous
Kerry and John asked for some changes to these minutes prior to acceptance. Duly done.

Business arising from last meeting (action log review)

Minutes	Who	What
October 167	Jax	Timeline of tasks ongoing. Ongoing.
June 18 73	Peter/All	Update portfolio descriptions/ check accuracy of current PD ongoing
Sept 122	Jo	Speak with webhost (Steve) about domain nswera.com.au and transfer of hosting from Platypus. Ongoing
Oct: 162	Jo	Bathurst radio Ongoing
Dec: 174	all	Strategies to support advertising (see Bec's recommendations).. Agenda
June 104	Noni	Mindy Davies re online membership forms Noni to progress
105	Noni	Info on membership for publicity, send to SMC ongoing
July 137	Zone 5 Bel Kerry	ID people for first aid course ongoing. Find details of MCP course, ongoing Set up Adobe photos Helen, basic Jax ongoing
143	Jacque	Prime TV re advertising quote, ongoing, Jacque to get proposal in writing
155	Noni	Set up Instagram (taken over from Jacque) ongoing, information needed.
172	Jo/Noni	FB and website ongoing
Nov 22 263	Kerry Kerry/Bel/Faith Zone delegates Faith	TM AERA life membership motion done Work with Bec to get advertising/mentor program organised ongoing (fires) Nominate suitable mentors for next meeting Agenda Check AERC website re mentoring info done?
268	Kim	Mindy Davies re magazine ongoing
272	Kerry	Confirm forum budget
279	SMC	Succession planning, portfolio descriptions updated
Jan 285	Jax Peter	Check interstate member applications for sanctions ongoing Windeyer club re fees done and resolved
287	Kim	State ride: Forestry Corp re fees, vet re accreditation course
290	Bel	CSs and officials re courses
297	Kerry Bel	Jo and Sonia re AERA presentation done CS form comments, IT forms, TPRs recorded

299	Kerry Bel	CS re outstanding reports not done Notify honorary vet panel members.
302	Bel/Noni	LLS re PICs /FB and website re PIC requirements. Ongoing, see Belinda's report
307	Faith	Adeline Gibson re rights to DVD
309	Kerry/Kim	Invite QERA/VERA to state ride, dual affiliation with VERA?
22 Feb 3	Kim	Bank signatories and possibility of online banking
5	Kerry Bel All	Office of Sport re extension of time for advertising Ongoing Send mentorship info to SMC Ongoing Consider mentor info for next meeting Ongoing

137. First aid – ongoing. Need to conclude as the grant money is running out. Zone 4 would like more than one First aid person. Asked to send account to Kim and it will be reimbursed. Two funded by NSW ERA. Faith said Zone One now has Jacky Barlow and Charlie Gauci who did the course. John says Zone 2 doesn't need any more. Need someone in Zone 5 to put their hand up. Tony said he would do a first aid course if the funding is still available. Kerry said it is available.
172. PIC numbers are needed entry form. New entry form is on the website. Already done on Facebook, Noni will put on a loop on Facebook for the rest of the year about PIC numbers.
272. Kerry ongoing. Needs to know what the total Forum expenses were and put this into the spreadsheet. Belinda to send information on presenters to Kerry, Jo to send the venue information. Kerry needs to know what proportion of this account was for Sunday as it will come out of the Grant money.
287. Jeremy was unable to make the course due to work commitments but still keen to do the course. Matthew would see if he could find time to do this at the State ride if Jeremy there.
290. Belinda - CSs and officials re courses. Currently being drafted by Belinda. Ongoing.
297. Noni – Insurance Certificate and details are on the website. Need to notify ROs again about the information needed for AERASpace on volunteers and officials. Reiterate that all volunteers need to be recorded.
299. Outstanding CS Report. Kerry has not spoken to the CS about this and thinks one of the reports was done. Belinda is positive it wasn't. Kerry asked to follow up. Ongoing. Notify honorary vet panel members. Kerry asked Belinda to send an email about this. Peter if you have a copy could you sent it to Kim Moir and see that it gets on the agenda.
307. The DVD has gone to the NSWERA YouTube channel. Noni asked for the login information from Jacque. Faith will ask Adeline to send the DVD to her on USB.
309. Relates to State Teams at the NSW State ride. Kim has emailed VERA and will contact the VERA President. Kerry to write to QERA. Belinda will organize the teams competition. Ongoing.
3. Kim: On line banking and bank signatories. Kim spoke to CBA, on line banking with CBA is difficult, they charge \$550 plus a transaction fee and the need for two signatories makes it difficult. Kim has also spoken to ANZ. Suggested we check with Bendigo bank. Ruth said the need two signatories is the problem but they have it worked out via a banking app and it can be verified. Ruth to supply the name of the bank, probably NAB. Noted Bendigo Bank has supported zone one rides. Ongoing.

Secretariat Report & Ride Calendar (Jacky Barlow, Jo Davis)

PART 1: MEMBERSHIP NUMBERS

	2020	2019	2018	2017	2016	2015	2014	2013
Adult	195	352	342	399	413	438	410	442
Junior	24	49	49	49	50	50	29	40
Intermediate	12	23	34	24	31	32	31	24
Associate	4	14	13	15	20	20	20	30
Honorary	11	8	8	7	6	6	6	6
Total	246	446	446	494	520	546	496	542
Newsletter	88	145	155	195	213	226	233	233

PART 2: RATIFY NEW MEMBERS

DATE	FIRST NAME	LAST NAME	NUMBER	CATEGORY	ADDRESS
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04-02-20	Lorry	Wertheimer	155541	Intermediate	MITTAGONG
03-02-20	Meg	Wade	155540	Senior	HOLBROOK
10-02-20	Karlee	Rose	155542	Junior	MURRUMBUCCA
10-02-20	Lilly	Ashby	155543	Junior	TERMEIL
11-02-20	Isabella	Worner	155544	Junior	CURBAN
14-02-20	Peter	Salon	155545	Senior	MEADOW FLAT
20-02-20	Kaja	Robinson	155546	Junior	GILGAI
25-02-20	Stefanie	Ulrich	155547	Senior	TABLETOP
25-02-20	Tamara	Gibson	110253	Senior	TABLETOP
27-02-20	Tracee	Steele	157660	Senior	KUNGHUR
02-03-20	Morgan	Stapley	157661	Senior	TABLETOP

MOVED Tony Warren, John Howe
THAT the new members are accepted and their names will be published in the Newsletter.

Carried Unanimous

PART 3: RIDES CONDUCTED – ENTRIES RECEIVED.

Scenic City Intro 29, Trainer 42 Total riders 71.

PART 4: STOCKTAKE

Logbooks 2 in 1 48

Logbook covers 48

PART 5: ENDURANCE HORSE REGISTRATIONS (Year to Date)

ANNUAL - 1 LIFETIME - 7

Kerry sent out a 2020 email list. This is the one you should use.

Rides for approval

Tom Quilty /Tooraweenah - 9-10 July 2021 – 160km (finally approved by AERA)

Easter Carnival proposal at Jerrys Plains – short notice to fill a gap. 5 ride 'n tie on the Friday. 20/40 and 80 both Saturday and Sunday. A week before Tooraweenah, 282km away via Google maps. Jo said she would usually contact ROs if the distance was closer. We need to talk to the Tooraweenah Club. General agreement that no one is against this proposal but we need to contact Tooraweenah. Jo left the meeting at [8:31] and returned at 8:33, no answer to phone call. Jo to pursue this, decision to be made after that.

Standing Items

State Championship 2020 update

Kim – nothing to report until after the ride on the weekend. Has a track in mind.

Ratification of decisions made between meetings

None.

AERA meeting and AGM 21/22 March 2020

Kerry sent the first agenda today. Please read it and send thoughts and instructions to the delegates. When we have the agenda we should have known who nominated for the executive. Peter said there have been nominations but no details coming from Kim Moir. Kerry wanted to know why the information couldn't be provided in advance of tonight's meeting so the SMC could discuss the nominations. The AERA secretary acknowledged to Kerry that she does have nominations but would not give details. Peter will follow this up with Kim Moir. Noni offered support to Kerry's thoughts on this matter.

2019 NSW Office of Sport Grant project – Advertising campaign

Advertising campaign needs to progress, we have been talking about this but no real progress. Hopefully Office of Sport will give us an extension because of rides cancelled after the fires that could have been used to support the advertising. Agreed previously to print rulebooks. Kerry to advise how much money is left at the next meeting. Kerry, Faith, Belinda and Bec will progress the advertising. Possibly tie into the new ride at Mogendoura if possible. Faith suggested having a phone number and mobile phone for people responding to promotions, including the advertising and mentoring programs. This number could be held by someone who can direct newcomers to information and support. **Resolved** to get a mobile phone with data plan, up to \$40 per month. Authorised Faith to get a handset up to the value of \$400.

Play by the Rules: Ongoing.

2020 AGM (for future consideration)

Agreed that the Panthers Club staff were very easy to work with. Suggest we keep the AGM at Bathurst. Equivalent date is 20 February, book for the Sunday as well. **Resolved** book Bathurst Panthers for 20 and 21 February 2021. Kerry to write to the RSL thanking them for their help with the AGM weekend.

2021 Quilty: Presentation for March AERA Meeting

Most of the SMC have seen the presentation. Matthew is the head vet, Jo to confirm Tom McCormack is the chief steward.

Committee Reports as per previous portfolios

Tony Warren: President: No report.

Noni Seagram: VP, AERA, website, Facebook, Child Protection: No report. Busy preparing for upcoming ride.

Kim Stephens: Treasurer: Limited ability to be Treasurer until accounts are changed, working on this.

Kerry Spratt: Secretary, Public Officer, AERA, IDP, Grants

Jo asked that the meeting summary reports be sent to her for the website, when they are sent to Helen for the newsletter.

Peter Bice: AERA, Ride Standards/Feedback, Governance: No report

Jo Davis: Ride calendar, website, stationery: No further report

Matthew Walker: Horse Welfare, Early Warning System, Vet Liaison, Biosecurity: No report

Belinda Hopley: Chief Stewards and TPRs, Grants, Zone 5 Delegate

Ride Reports:

Scenic City – 16.2.20, 10, 20 & 40 km: 71 horses attending. The course was predominately flat, with a few kms of road work with a good safe verge. Although the terrain varied, the surface was generally good underfoot. There were thunderstorms Saturday afternoon that stopped pre-ride vetting twice. It rained heavily overnight. Sunday was humid and overcast but no rain. There were no forms issued.

CS/TPR:

Talea Hasko-Stewart is now a provisional TPR. Ian Bassingthwaite and Virginia Edwards are now accredited TPR's.

The Halo scanners have been distributed – Zone 6, South Coast and Snowy Zones each have one and Tom, Neil, Haydn, Tony, Marylou and myself have one. I have written to Haydn and Neil to return their old ones to Tony or Kerry at the Mudgee ride.

In the process of drafting letter to CS's for

- *new rules,*
- *unless you are a riding CS, you will need to join NSWERA at \$20*
- *online Working With Children Check and Harassment and Discrimination Courses on <http://www.playbytherules.net.au/online-courses>,*
- *recording TPR's on Vol list and CS report for lucky draws and insurance, and logbooks to Belinda.*

Other:

April Newman is now the South Coast Zone rep. I have done a handover – the only outstanding matter is the First Aid Officer participants.

AGM membership raffle raised \$370 that Gary Pevy won.

Please find attached -

The Vet List has been updated and is ready for release, and the vets notified of the relevant vet panel. (Could the AERA delegates please nominate Dr Charles Webb as an accredited vet?)

Mentor Program

PICs are required for ride bases, so please make yourself/committee aware of it.

<https://www.dpi.nsw.gov.au/animals-and-livestock/nlis/pic>

TSS (Transported Stock Statements) are not required if you are going to a competition/work/vets etc, as that entry form will have the property of origin PIC on it. You also need to keep it for 2 years.

<https://www.dpi.nsw.gov.au/animals-and-livestock/stock-movements/documentation/tss-questions-answers>

However, if you are going for a ride up the road or in the forest with friends you will not need one.

Have updated the Ride Organiser Handbook.

We need to advise the AERA who our honorary vet panel is. Simon and Darien nominated for the honorary National vet panel. There are vets who need to be nominated to be accredited vets, we need to tell the AERA when the vet did the course, and what rides they have done. Belinda to send this information to Kerry. For the NSW vet panel we have Georgey, Simon and Darien. Belinda has advised these three that they are on the NSW panel.

Jacque Wright: Promotions: No report

Alam Dastani – International: No report

Kylie Jonkers: No report

Faith Robinson: Zone 1 Delegate,

Not much to report from Sydney Zone - full steam ahead for Mountain Lagoon Ride. Have been working on the Mentor Guidelines. Have added a separate document on info for SMC and Secretariat. Both attached. Sorry for the lateness.

Second email sent from Faith.

Apologies for this late additional email, but this is rather urgent:

Mountain Lagoon Ride has to pay \$250 for timing hire. This will be the first time a ride has to pay for using the system. Given that NSWERA now has the funds to purchase an ETS, has it been ordered and/or can it be ordered promptly please? We propose that when NSWERA order the new ETS from AERA they negotiate for AERA to take the \$250 off their purchase price, as paid by Sydney Region Endurance. NSWERA would then be able to refund us the \$250. We can see the benefits of the Electronic Timing System (ETS) and want to use it at Mountain Lagoon. Mountain Lagoon Ride has to pay \$250 for timing hire. This will be the first time a ride has to pay for using the system. ?

Gary has an invoice from the AERA. Kerry suggests the invoice be sent to the SMC and we pursue it at the AERA meeting. Kerry would like to see use in NSW considered good faith reimbursement for the help given by NSW ride committees and members with development of the ETS. **Resolved** that Faith ask Gary to send the bill to NSW ERA and the SMC will deal with it.

Units take a few months to build. We haven't ordered anything yet. **Agenda:** timing system. Kerry will ask the AERA for a quote on a half system. Issues to be thought through include who will be in charge of the unit and how will it move between rides. LERC has donated \$10,000 to assist with the purchase and this contribution needs to be acknowledged publicly. John suggests coverage in the newsletter.

John Howe: Zone 2 Delegate, Newsletter,

Not too much to report. Newsletter is at the printer and will hit letter boxes soon. Thanks to all the ride organisers and members who have contributed to this issue.

Zone two> Tooraweenah has presented it's AERA presentation that we have all seen. The TQ21 ride looks fantastic. 1991 minus the hills, how good is that. On 18-19th April, Tooraweenah will host it's usual weekend. It's rained in Tooraweenah and green is coming back. This ride will allow a preview of Tooraweenah for aspiring TQ21 entrants. Windeyer is looking forward to hosting it's ride on 23 May and with the rain that we've had, it will be as pretty as a picture, with picture perfect Autumn weather and a softening of the tracks. Zone Two: The best in the west.

Kim Stephens: Zone 4 Delegate. Merchandise

Snowy Zone had their AGM last weekend and it was quite successful.

President: Noni Seagrim

Vice President: Fia Hasko-Stewart

Secretary: Ellen Vine

Treasurer/ Public Officer/ Zone Delegate: Kim Stephens

Points Score/ Membership: Georgie Pankhurst

Sponsorship/ Promotions: Georgie Pankhurst, Ian Curtis, Eliza Webb

Social Media: Ellen Vine

On a very sad note Rick Owen informed us that Gundagai Ride will be no more, he has moved onto other things. Both Rick and the ride will be sadly missed. This year we will be working on increasing our membership and hopefully our bank account.

Tumut Ride is running this weekend instead of Bumbaldry and has about 75 participants. We are currently having beautiful rain which will help soften some of the hard Forestry tracks.

April Newman: Zone 5 delegate

Zone 5 held its AGM on 29 February the 2020 committee is as follows:

President - Clare Feary

Vice President - Jenny Shephard

Treasurer - Heidi Wade

Secretary - Talea Hasko Stewart

Zone delegate - April Newman

Committee members

Bruce Carter , Shelly Ison , Robert Catlin and Vetea Norman .

Due to the recent bushfires that impacted most of the Zone the following rides will not run this year due to extensive damage to State Forest and National Parks impacting the tracks. Most State Forest and National Parks in our region still remain closed at this point. The Zone also lost a lot of its ride equipment in the recent fires in the form of bibs, water tubs, etc. New South Wales ERA made a generous donation to the Zone as well as a personal donation from John Robertson to help with the bushfire recovery to the Zone. The Zone would like to extend its sincere thanks to both New South Wales ERA and John Robertson for their generosity. Rides approved in the Zone this year are:

Mogendoura 4/5 of July : Mogendoura Is a new ride to the Zone and despite being affected by the bushfires it is still looking at going ahead at this stage, most likely 5km, 20km, 40km rides both days with an education session on the Saturday. There may be an opportunity to run an 80km ride on the Sunday using the same 40km leg twice but all depends on forestry and tracks being available after the State Forest is reopened.

Chief steward is Tom McCormack and Darien Feary is head vet.

Sussex Inlet has been approved for the 26/27 of September. This will also be the South Coast Zone championships. Discussion is still underway as to it to be a stand-alone 80/100km or a 100km elevator for the championship.

Zone members point score will run again this year. Last year's winners were:

1st HWT Gavin peacock

1st MWT Ian Curtis

1st LWT Julie Hooper

1st JNR Levi Robinson

The intermediate distance rug kindly sponsored by Vicki Mathews was won by Jackie Thoms.

The rides to be included in this years' members point score and intermediate distance are:

Mt Lagoon

Mogendoura

Woodstock

Brookvale

Sussex inlet

Cheers April

Ruth Sumpner: Zone 6 Delegate: No report

Track Preservation Charlie Gauci/Fiona Meller: No report

General business & new business

Portfolio allocations

Website, Facebook,

Noni Seagrim.

IDP, Grants

Kerry Fowler-Smith.

Ride Standards/Feedback, Governance, Child Protection

Peter Bice

Ride calendar, website,

Jo Davis. Happy with ride calendar. Belinda says there are things that we need to remove and things that we should add.

Horse Welfare, Early Warning System, Vet Liaison, Biosecurity

Matthew Walker

Chief Stewards and TPRs,

Belinda Hopley

Promotions

April Newman.

International

Alam Dastani. Kylie Jonkers

Newsletter

John Howe.

Kerry suggested that John get someone to work with him to source interesting articles. Belinda will help. Georgia Ladmore has agreed to write about metabolics. John said he will have more time this year.

Merchandise. No longer hold stock but we need someone to organise embroidery etc. Jacque said she would take this on. Belinda has been organising the printing as its closer to her. Jacque said she is aware of this. She would keep using the same supply channel as it's working well. Pricing is good also.

Belinda asked if would April or Kylie be interested in being on the volunteers subcommittee? **Hold over.**

Formation of subcommittee arising from AGM: held over to next meeting due to late hour.

Members Think Tank: Hold over.

Advertising.

Kerry, Belinda and Faith will have a teleconference with Bec Hogan. Plans are to utilise the phone Faith is sourcing. We need to time the campaign with rides that people can attend. Six weeks before the rides we could have the same type of forum we had at Bathurst to give people time to train.

Please read Faith's mentor suggestions and get back to Belinda or Faith so that they can get this information out. Kim suggested we go ahead with it as it can be fine-tuned down the track if necessary? **Resolved** to follow Kim's suggestion as essentially it is ready to be launched with the edition of phone numbers and emails etc. Confirm the contact details and then release to ROs.

Future meeting dates

3rd April

8 May

12 June

9 July