

**South Australian Endurance Riders Association
Minutes of Meeting Monday 1st February, 2010
7.30 p.m. held at the Mt. Pleasant Hospital**

1 **PRESENT:** Jil Bourton, Sam Watson, Laura Salisbury, Lainie Ray, Melanie Scott,
Sandra Isenmann, Jodie Luck

APOLOGIES: Sarah Adams, Jody Smith, Cheryl Bullock

2 **CONFIRMATION OF PREVIOUS MEETING'S MINUTES (12.12.09)**

could not be confirmed as no-one in attendance from previous mtg this evening

3 **ACTIONS ONGOING FROM PREVIOUS MEETING (15-10-09)**

<u>Details</u>	<u>Responsibility</u>
Small gifts to be purchased as thankyou for landowners at Clare FEI/AERA ride	Jil B - DONE
J.Newton TBA that SAERA SMC will donate \$100 sponsorship for SA ARABS Inc state Champs & use of SAERA marquee (any damage to be repaired at their expense)	C.McTaggart - DONE certificate received
Advert in next newsletter informing of Chief Steward seminar training/education day in January 2010	Sue Arwen - DONE
New Stationery folder for gear trailer to be organised for next year	Melanie Scott ONGOING
Cost to hire room & facilities at Arkaba & Italian Club for January presentations	Laura S. & Jil B. DONE
Sourcing & purchasing of new ride trailer	Jodie L - ONGOING

4 **RIDE CALENDAR**

4.1 Application to host a ride for Meldana Pk Masquerade on 14-03-10 from Melanie S.
~ arrows need to be at this ride
Moved Laura - approved all

4.2 State Champs - motioned October 2- 3-4th long weekend at south-east (venue TBC)
100 mile Elevator. Ride organiser Melanie Scott
Voted on - Jil B. - abstained All others approved

5 **CORRESPONDENCE (IN)**

5.1 SA ARABS Inc. Certificate of Appreciation
5.2 WA Newsletter
5.3 Quilty (Manilla)

CORRESPONDENCE (OUT)

5.4 nil

6 PORTFOLIOS

- 6.1 **AERA** *Melanie S & Sarah A.*
~ Letter to Fiona Warren thanking her for her offer to pay for
2nd AERA Delegate, other ways to be investigated to raise
\$\$ - possible raffle *Sam W*
- 6.2 **Catering** *Jil B (or ride organiser)*
- 6.3 **Forest Liason (incl. Insurance Cert)** *Laura S.*
- 6.4 **Gear Trailer (Incl. First aid)** *Jodie L. To maintain*
~ Sam to e-mail Sarah - regarding trailer location *Sam W*
- 6.5 **Horse SA** *vacant*
~ Bio-security pamphlet - HorseSa - SAERA link on website
- 6.6 **Horse Welfare** *Steve Ellis- if agreeable*
Jodie L. To verify
- 6.7 **IT** *??*
- 6.8 **Marketing, Promotion, Fundraising** *Jodi L.*
- 6.9 **Medication Control** *as per previous season*
- 6.10 **Membership** *Jody S - Jodie L to check*
- 6.11 **Merchandise** *Shirley E. - Jodie L to check*
- 6.12 **Newsletter** *Sue Arwen*
- 6.13 **Officials Accreditation** *Melanie S & Sarah A.*
~ check list & update in newsletter
- 6.14 **Point score** *Laura S.*
~ ensure laptop with up-to-date info at each ride *Laura S.*
- 6.15 **Ride - Volunteer Co-ordination** *Jil B.*
- 6.16 **Ride Stationery** *Melanie S.*
- 6.17 **Risk Management** *SMC (as per ride)*
- 6.18 **Strategic plan** *ongoing (check website)*
- 6.19 **Treasurers Report** *Sandra I.*
~ Inv. Public Liab.from AERA \$ 6,778.77
Sandra proposed, Melanie S. 2nd, approved - ALL
~ Inv. \$528.25 to Jil B for trophies/presentations
Jil proposed, Sam W. 2nd, approved - ALL
- 6.20 **Awards-Trophies** *Melissa Bright*
- 6.21 **Vets** *Sarah A.*

7 Other Business

- 7.1 Jodie Luck - nominated herself as a new committee member *Approved - ALL*
- 7.2 nominations from Chief Stewards Course held January 2010 as follows
- | | | |
|------------|---------------|-------------|
| Lainie Ray | Melanie Scott | Jody Smith |
| Jodie Luck | Sue Arwen | Bob Masters |
| Jean Sims | | |
- SAERA committee accept all 7 nominations*
- 7.3 Adelaide Hills Magazine *Deferred - next meeting*
- 7.4 Any future Ride Organisers to approach Jodie L. For help organising prizes

- 7.5 Sandra I. To investigate I/net banking (for members to pay into SAERA a/c) & the changeover of signatories to new committee members as follows - SANDRA ISENMANN (Treasurer) - JIL BOURTON (President) & committee members LAINIE RAY &/or L AURA SALISBURY. If any problems attaining points for these members SARAH ADAMS (outgoing pres. Now committe) & /or JODIE LUCK (committee) may be left on as signatories in lieu of afore-mentioned.
- 7.6 Course Marking Policy to be incorporated into Ride Organisers Handbook all to check & comment at next meeting **All**
- 7.7 Insurance for EA Drug Swabbing Stewards to be checked **Sarah A.**
- 7.8 Stationery copying - to be taken over by Mel **Melanie S.**
- 7.9 Revisit Child Protection Policy (or has it been done ?) **Sam W. To check with Sue A.**
- 7.10 Ride Secretary Training ?? **deferred - next meeting**

8 **Next meeting**

March 1st, 2010- 7.00 pm - at the Mt pleasant Hospital

MEETING CLOSED AT 10.15 pm