

South Australian Endurance Riders Association
Minutes of Meeting
Wednesday 18 June 2009 at 6.30pm
Mt Pleasant Hospital

1. **Present:** Sarah Adams, Sue Arwen, Jodie Luck, Catherine McTaggart, Sarah Young
2. **Apologies:** Faye Gallagher, Jil Bourton, Jody Knowles, Laura Salisbury
3. **Confirmation of the minutes of the previous meeting (20 May 2009):**
Moved: Catherine McTaggart
Seconded: Jodie Luck
All in favour
4. **Actions arising from the previous meeting**

Details	Responsibility
Sarah Adams and Sue Arwen to approach ACRM again personally and confirm fees in writing for 2009	ACRM have responded – \$100 per ride – No further action
Membership survey results to be compiled.	Catherine presented at the meeting – include in newsletter – No further action
Perpetual trophies (one for adult, one for junior) for distance under 80km – The Committee agreed it would be difficult to keep track of perpetual trophies for riders that may choose not to go on. It was felt a non-perpetual trophy should be given. Mulberry Park to be approached to sponsor the trophy.	No response – no further action
Faye to advise Shirley of a link to the relevant area of the AERA website for insurance claims.	Complete – No further action
A list of 'First Aid' certificate holders to be placed in First Aid Kit.	Catherine to send e-mail to members
An excel spreadsheet of all sponsors to be prepared and brought back to the Committee periodically. Jodie advised she has written to all ride organisers seeking details of sponsors approached.	Jodie Luck Complete – present at next meeting
Records of volunteer attendance at rides, to be overseen and reviewed by the Committee quarterly. Jil has commenced discussion with ride organisers. It was noted the correct form is not being used to fill out volunteers' details at rides. Sarah A to place in gear trailer. Sue Arwen to put a notice in newsletter.	Sarah Adams Sue Arwen Ongoing
Sarah Y, Tania Drever and Christabel Gurr to be approached for assistance with Risk Management and preparation of an SA Manual prior to AGM.	Sarah Adams Ongoing
John Kohnke to be contacted to present to members at the general meeting on July 11 th . Catherine has contacted, but no response to date.	Catherine to try for December
Sarah A to approach AERA to purchase a set of Quilty bibs to be rotated around the states. Jodie L to pursue quotes and Committee reconsider.	Sarah Adams Jodie Luck Ongoing
Three quotes on a new gear trailer to be obtained prior to presenting to membership.	Jodie Luck Ongoing
Committee to be updated on the sponsorship proposal.	Jodie Luck Ongoing

	1,000 no-gloss endurance information brochures to be printed for \$350.00. Advertising to \$250.00 to be sought. Sue advised a draft print-run was completed and some minor changes were made. Will be printed next week.	Sue Arwen Ongoing
	Vet accreditation and discussions with Dorte C on Chief Steward accreditation to be followed up. Sarah advised that accredited vets needed to be identified and that a number of new vets were interested as a result of the Veterinary seminar.	Sarah Adams Faye Gallagher Ongoing
	Internet access to the Association accounts to be obtained.	Sue Arwen Ongoing
	Melanie Scott's signature to be removed from the bank cheque account and the common fund and be replaced by Sarah Young. Signatories to be: Sue Arwen, Sarah Adams, Jodie Luck and Sarah Young.	Sarah Young completing tomorrow – No further action
	Steve Ellis to be requested to cost a course marking trailer. Sarah advised she had just missed out on a second hand trailer for sale.	Steve will be away. Jodie L will continue looking.\
1.	Actions from the previous meetings including actions 1 – 31 from the May meeting regarding the State Championships have been completed.	No further action
32.	Anne Jones of AERA to be advised that SAERA will consider sponsorship (\$237.00) to ensure continuation of the Pat Slater Cup.	Complete – No further action
33.	A \$75.00 word listing in the Horse SA magazine to be confirmed.	Complete – No further action

5. Ride Calendar

5.1 State Championships Hutton Vale – 6 – 8 June

The Committee noted the disappointing number of entries, particularly given the amount of time and effort required to stage a 160km event. The results were pleasing however with 100% completion for the State Championship ride and largely successful completions for the 90km and 40km support rides. Concern was raised by some members over the arrow colours utilised for the ride. The Committee agreed that standard colours in accordance with the course marking policy should be complied with at all rides.

Action: 1 Catherine to send a letter of thanks to Lindsay Park for use of their water truck and provision of lucerne on course and to Kelvin Honour the emergency farrier. Advertisement to be placed in the newsletter.

5.2 Starkey's II– 27/28 June

The Committee noted that Tania Drever has kindly agreed to mark the course.

5.3 Starkey's III – 18/19 July

Sarah confirmed that Laura will be marking this course.

5.4 Mt Barker – 1/2 August

Lainie Ray and Melanie Scott have organisation well in hand.

5.5 Kuitpo – 22/23 August

Sarah A will contact Birgit and Maggie to discuss progress. The Committee noted several risk management issues arising from the ride on 23/24 May including road hazards and dogs. A number of concerns were voiced by riders.

Action: 2 Sarah A to contact Birgit Arnold and Maggie Winn regarding ride organisation for the August Kuitpo ride and risk management issues arising out of the 23/24 May ride.

6. Correspondence

6.1 Correspondence in: (Refer to Agenda)

No report

6.2 Correspondence out: (Refer to Agenda)

No report

7. Portfolios

7.0 SA Tom Quilty 2011

Sarah A updated the Committee on preliminary meetings to date. Sue Arwen confirmed she has the account records and paperwork from the last Quilty. Ray has offered to be treasurer and Sue is happy to sit down and provide a hand over.

7.1 AERA - Agenda

The Committee noted there was only one motion to be re-tabled for the second vote regarding a rule change for international riders. (Secretary's note: Further motions for the first vote were circulated on receipt after the meeting – to be detailed at the next meeting).

Action:3 Sarah A to provide a report from AERA at the General meeting.

7.2 Catering

Action:4 Sarah A to contact the Munchie Wagon for Starkey's II.

7.3 Forest Liaison

Sarah Y advised that Forestry has been notified and insurance cover completed for Starkey's II.

7.4 Gear Trailer - Ongoing

7.5 Horse SA – Nil report

7.6 Horse Welfare

The Committee noted there had been one invasive treatment at the State Championships.

Action:5 Faye Gallagher to report on actions arising from the invasive treatment at the State Championships at the next meeting.

7.7 IT

The Committee agreed that software updates should be provided to Shirley Ellis to facilitate her role as 'web mistress'. If required, Shirley should also be offered training in use of the new software such as Adobe.

All Agreed

Sarah Y advised she had been e-mailing results to Jo at AERA regularly and would contact Jo again to further discuss posting of results to the national web-site. The Committee also noted that there had been requests by members to post Best Conditioned results and national pointscore results on the SAERA web-site.

Action:6 Sarah Young to prepare a results page and bring back to the Committee for approval to publish to the website.

7.8 Marketing, Promotion and Fundraising – Ongoing

7.9 Medication Control – Nil report

7.10 Membership – Nil report

- 7.11 Merchandise** – Refer above
The Committee agreed that the merchandise needs to be placed on display at ride events. It was also suggested that different material be utilised in future short sleeved tops. A new promotional flyer to be arranged.
Action:7 Sarah A to approach Australia Wide Badges and inquire about a change of material and investigate work on a new promotional flyer.
- 7.12 Newsletter**
Sue advised that she would like to complete preparations for the next newsletter by the end of June. Sue is hoping to produce five newsletters this year.
- 7.13 Officials Accreditation** – Ongoing
- 7.14 Point-score** – Refer above
- 7.15 Ride and volunteer coordination** – Nil report
- 7.16 Ride Stationery** – Nil report
- 7.17 Risk Management** – Nil report
- 7.18 Strategic Plan** – Nil report
- 7.19 Treasurer’s Report**
Refer report distributed. Sue went through the report, noting that most rides this year had made money. The main exception will be the State Championships, which owing to the low numbers will run at a substantial loss.
- 7.20 Awards/Trophies**
The Committee noted a volunteer is still required to take on the end of year trophies. (Shirley Ellis will manage the sashes)
- 8. Other Business**
- 8.1 Vet Seminar – Friday 12 June**
The Committee noted this had been a very well attended and successful seminar with a number of vets new to endurance expressing strong interest in attending future rides.
Action:8 Catherine to prepare thank you letters for Bill Harbison and James Vowles.
- 8.2 Micro-chipping – Saturday 13 June**
Jodie Luck advised that the turnout had not been as high as originally anticipated with several members pulling out at the last moment. While this was disappointing, the day made \$90 and assisted a number of members in micro-chipping their horses. The support from Animalia was sincerely appreciated.
- 8.3 Medication Control Refresher Course – 11/12 July**
Melanie Scott has confirmed she will attend the course and Sam Watson and Sue Arwen will also attend.
Action:9 Catherine to advise Dr Warwick Vale of members attending the Medication Control course on 11/12 July.

8.4 General Meeting – 11 July

The Committee noted there had been a very poor response from membership to date to attend the proposed meeting at Murray Bridge. The Committee agreed that unless a minimum of 20% of the membership advised attendance, the meeting should be cancelled.

Action: 10 General meeting to be cancelled unless 20% of the membership advises attendance.

9. Next Meeting:

Wednesday 15 July, 6.30pm at Mt Pleasant Hospital

ACTIONS arising from the SAERA Committee meeting of 18 June 2009

	Details	Responsibility
1.	Letters of thanks to be sent to Lindsay Park for use of their water truck and provision of lucerne on course and to Kelvin Honour, the emergency farrier. Advertisement to be placed in the newsletter.	Catherine McTaggart Sue Arwen
2.	Birgit Arnold and Maggie Winn to be contacted regarding ride organisation for the August Kuitpo ride and risk management issues arising out of the 23/24 May ride	Sarah A
3.	A report from AERA to be provided at the General meeting..	Sarah A
4.	The Munchie Wagon to be contacted for Starkey's II.	Sarah Adams
5.	A report on actions arising from the invasive treatment at the State Championships to be provided at the next meeting.	Faye Gallagher
6.	A results page to be prepared and brought back to the Committee for approval to publish to the website.	Sarah Young
7.	Inquiry to be made of Australia Wide Badges about a change of material and investigate a new promotional flyer for merchandise.	Sarah A
8.	Thank you letters to be sent to Bill Harbison and James Vowles for the Veterinary seminar	Catherine McTaggart
9.	Dr Warwick Vale to be advised of members attending the Medication Control course on 11/12 July.	Catherine McTaggart
10.	General meeting to be cancelled unless 20% of the membership advises attendance.	Catherine McTaggart