

South Australian Endurance Riders Association
Minutes of Meeting
Thursday 19 February 2009 at 6.30pm
Mt Pleasant Hospital

1. **Present:** Sarah Adams, Jil Bourton, Jodie Luck, Sarah Young, Laura Salisbury
 In attendance: Jill Ross, Bob Masters
2. **Apologies:** Deb Sheldon, Sue Arwen, Faye Gallagher, Jody Knowles, Catherine McTaggart
3. **Confirmation of the minutes of the previous meeting:**
Moved: Sarah Adams
Seconded: Jody Luck
All in favour
4. **Actions arising from the previous meeting**

Details	Responsibility
Correspondence to be sent to ACRM to confirm fees for 2009, together with a Ride Calendar.	Complete – awaiting response
Membership survey results to be compiled. Sue to mail to Catherine.	Ongoing
The motion seeking SAERA ride results to be forwarded to AERA in a more timely fashion eg. within 7 or 14 days of the ride, to be redrafted for consideration by AERA.	Sarah Adams Ongoing
Standard template to assist ride organisers to promote their rides to be drafted.	Complete – no further action
SAERA to provide and award two new perpetual trophies (one for adult, one for junior) for the most distance successfully completed in each year for all rides of less than 80km (members only).	Deb Sheldon Ongoing
SMC delegate to advise AERA that the SAERA membership is not in favour of a vet gate into hold maximum of 64 beats per minute.	Sarah Adams Ongoing
The amended Constitution to be forwarded to Shirley for the web-site. - request Shirley make note on website that Constitution has been updated	Constitution amended Ongoing action
A sub-committee to be established by May 2009 for the purpose of organising the Tom Quilty in South Australia in 2011.	SMC – Ongoing
The presentation prepared by Sarah A on the results of her preliminary research into utilising Clare as the venue for the Tom Quilty to be placed on the Website and within the newsletter.	Sarah Adams Ongoing
Claim guidelines form to be prepared for the website.	Faye Gallagher Ongoing
First Aid kit to be renewed every year - Jody compiling contents list - Jody will contact St Johns to request attendance at ride events - A list of 'First Aid' certificate holders to be placed in kit - Small First Aid kits to be made available for Chief Stewards	First aid kit restocked at approximately \$100.00 - Ongoing actions
Gear trailer to be checked and report back on safety and value. Also to be put over a weigh bridge.	Refer item below
Simon Johnson and Angela Brennan to be requested to consider taking up the IT portfolio.	Complete – not available
An excel spreadsheet of all sponsors to be prepared and brought back to the committee periodically.	Jodie Luck Ongoing
A Ride Promotion template to be prepared in response to the AGM motion.	Complete No further action

Melanie Scott to be requested to consider taking on the portfolio of Medication Control.	Complete Jody Knowles to contact
A proposal and quotes for merchandise to be prepared for the Committee's consideration.	Jody Knowles Ongoing
Anne Simmons to be requested to consider taking on the point-score portfolio.	Complete – no further action
Records of volunteer attendance at rides, to be overseen and reviewed by the Committee quarterly.	Jil has commenced discussion with ride organisers Ongoing
Sarah Y, Tania Drever and Christabel Gurr to be approached for assistance with Risk Management and preparation of an SA Manual.	Sarah Adams Ongoing
Risk Management to be reviewed quarterly by the Committee and a report prepared for the AGM.	Committee Ongoing
A spread sheet of awards and costs to be prepared and assistance gained for the AGM presentations.	Deb Sheldon – has discussed with Shirley
Ride application forms to be sent to all Ride Organisers with a request they be forwarded to the Committee for approval as soon as possible.	Complete – no further action
The Ride Application Form to be amended to include nomination of a Ride Assistant in the event the Ride Organiser wishes to ride or be away from the venue at any time.	Complete – no further action
The Ride Application Form to be amended to include a space to record the date and contact name of the relevant emergency service. Jil to contact the Ride Organiser to ensure this has been done.	Ride application form amended. Jil Bourton - Ongoing
Darren Leaver to be contacted and requested to change the Jendari Cup rides so that Starkey's III replaces the Truro 100 elevator.	Complete – no further action
Approval to be sought to reproduce the article "Strategies for the Heat".	Catherine McTaggart Ongoing
The 'upgraded' Best Conditioned scoresheet to be discussed with James Vowles and the database amended accordingly to record this trial parameter – to be reported back to SAERA and AERA.	Jil Bourton Ongoing
Quotes around \$2000 for purchase of the secretary's annex/tent to be presented at the next meeting.	Refer item below
Arrangements for the 2009 Veterinary Accreditation Seminar to be confirmed and invitations sent out.	Sarah Adams Ongoing
Arrangements for the TPR seminar to be confirmed and a flyer prepared and distributed to the membership.	Complete – no further action
Amily's investigation into the sale of ride bibs to be brought back to the next committee meeting for consideration.	Amily Daw Sarah Adams Ongoing

5. Ride Calendar

5.1 Meldana Training Ride – 15 March

The Committee noted that the certificate of insurance has been applied for and application for use of the forest confirmed. The ride trailer will not be available for use due to repairs; however other strategies will be put in place for the ride to be run without it.

All in favour – ride approved

5.2 Towitta Park – 28/29 March

Bob Masters was in attendance to discuss event preparations with the Committee. While the guidelines for events held in hot weather were acknowledged, Bob was concerned that a twilight start would see ride organisers working for up to 30 hours

straight. Bob requested a ride start time between 12 midnight and 2am instead. A three leg course is planned. The Committee agreed to the following:

- 80km – 2am start Sunday morning
- 60km – 6am start Sunday morning
- 20km – 8am start Sunday morning
- Vetting 3 – 5pm Saturday
- Minimum confirmation of 10 endurance riders for the ride to go ahead
- Catering confirmed
- Jill to provide catering for volunteers
- Chief Steward and TPR's still required

All in favour – ride approved

5.3 Stareky's I – 25/26 April

The Committee noted that volunteers are still required to organise this ride.

5.4 State Championships Hutton Vale – 6 – 8 June

Jody K is currently looking for more area to run the ride over. It was noted that the Victorian State Championships will be run at Elmhurst over 9 – 11 May. Sarah A expressed concern that ACRM will not be available for radio support over that weekend. This will need further consideration as will obtaining a Chief Steward for the weekend.

- Action: 1 Committee to consider radio support for the State Championships.**
2 Sarah A to approach Sandy Little to be Chief Steward for the State Championships.

5.5 Mt Torrens – 5/6 September

Jil advised she had received a ride application for this ride. Jil will discuss further with the Van Ecks.

5.6 2009 Ride Fees

It was noted that a motion to change the ride fees for 2009 was voted on via e-mail between meetings. Recorded below:

That SAERA set ride fees for 2009 based on \$1 per kilometre as follows -

- 40km training ride fees will be \$40 and 20 km Intro rides \$20 to enter.
- Day membership be reduced to \$15 resulting in only a \$5 increase for non members riding training rides and Intro rides will have no actual increase
- 80km - 100 km rides have an entry fee of \$90 - \$95
- Longer distance rides to be based on the \$1/km principle but to be decided on individual merit ie. venue hire, forest fees, sponsorship etc.

Rational: We all know ride costs are increasing all the time eg. Vet fees, so the bottom line is that the user pays. By reducing day m'ship, entries for "beginners" remain much the same and we still make a bit on these day payments. The main ones to lose out are members who ride training rides but hopefully it will be an incentive to upgrade to 80km events as that is where we need to "grow" the sport.

Moved: Jil Bourton

Seconded: Catherine McTaggart

Passed

6. Correspondence

6.1 Correspondence in: (Refer to Agenda)

No action

6.2 Correspondence out: (Refer to Agenda)

No action

7. Portfolios

7.1 AERA - Agenda

Invasive treatment for introductory horses

- With creation of the new data base, it should be possible to build a space to include an identification number for non-member riders and horses
- The vet card could be retained and attached to a vet report for future reference by Ride Secretaries and notification sent to all horse welfare officers
- Horse welfare officers should provide a letter that explains the nature and welfare issues surrounding invasive treatment in an encouraging manner.

7.2 Catering

Jil is preparing a budget of cooking costs and food supply for consideration by the Committee.

7.4 Gear Trailer and Tent/Annex

Jodie Luck advised the following in respect to the gear trailer:

- Hydraulic brakes are installed on the trailer but are not operating
- Trailer weight is 900kg
- Cost to supply and install new hydraulic brakes – \$695.00
- Cost to supply and install new axel and brakes - \$1320
- Option to obtain simple gear trailer and caravan – rebuild a large, old float at a cost of \$500 for the float, rebuild for \$5200 and deduct \$1000 for advertising
- Alternatively, build from scratch for around \$8000
- Cost could be reduced by approaching businesses for advertising
- A sign wave generator is required to run the laptop, and can be obtained for around \$400. This will not run a kettle however.
- Awning can be attached to the side of the trailer

The following motion was considered:

That Jodie Luck arrange to have new brakes installed on the existing trailer so that it can be used, and prepare a proposal for a new trailer for membership consideration.

Moved: Jil Bourton

Seconded: Sarah Young

All in favour – carried

Action:3 Jodie Luck to arrange to have new brakes installed on the existing gear trailer and to prepare a proposal for purchase of a new trailer by the next meeting, for consideration by the membership.

Jodie Luck advised the following in respect to the tent/annex:

- As noted previously, funding to \$2000 was obtained to purchase this item.
- The Committee discussed styles and prices and authorised Jody to place an order for a three sided tent from ‘Star Marquees’.
- Jody will also approach existing sponsors for potential advertising interest.

The following motion was considered:

That Jodie Luck order a three sided tent from ‘Star Marquees’ as discussed during the meeting.

Moved: Jil Bourton

Seconded: Sarah Adams

All in favour – carried

Action:4 Jodie Luck to order a three sided tent from ‘Star Marquees’ and approach current sponsors for possible advertising interest.

- 7.10 Membership**
The Committee noted there are currently 55 paid members.
- 7.12 Newsletter**
The Committee noted a request from Sue Arwen to supply information as soon as possible. Sue can edit as required.
- 7.19 Treasurer's Report**
Report to be presented at the next meeting. Jody L will ask Sue if amounts less than \$100 can be paid without first seeking authorisation. There have also been queries about paying membership fees by direct debit.
Action:5 Authorisation for payment of accounts amounting to less than \$100 and the opportunity for membership fees to be paid by direct debit to be considered at the next meeting.
- 8. Other Business**
- 8.1 TPR Seminar**
10 responses received. Opportunity to hold another TPR clinic later in the year considered as Main Event being held on the same date.
- 8.2 Veterinary Accreditation Seminar**
A new date will need to be set.
Action: Refer to ongoing actions
- 8.3 Young Horse Challenge**
Awaiting promotional information.
- 8.4 Horse SA Information Stand – Rundle Mall – Friday 3 April**
Action:6 To be carried forward to the next meeting.
- 8.5 ICCI**
Action:7 Jody L to return and replace ICCI that has expired
- 8.6 General Meeting**
The committee proposed a general meeting take place in July.
Action:8 Jil to confirm venue for July general meeting.
- 9. Next Meeting:**
Wednesday 8 April

ACTIONS arising from the SAERA Committee meeting of 19 February 2009

Details	Responsibility
Correspondence to be sent to ACRM to confirm fees for 2009, together with a Ride Calendar.	Complete – awaiting response
Membership survey results to be compiled. Sue to mail to Catherine.	Ongoing
The motion seeking SAERA ride results to be forwarded to AERA in a more timely fashion eg. within 7 or 14 days of the ride, to be redrafted for consideration by AERA.	Sarah Adams Ongoing
SAERA to provide and award two new perpetual trophies (one for adult, one for junior) for the most distance successfully completed in each year for all rides of less than 80km (members only).	Deb Sheldon Ongoing
SMC delegate to advise AERA that the SAERA membership is not in favour of a vet gate into hold maximum of 64 beats per minute.	Sarah Adams Ongoing
The amended Constitution to be forwarded to Shirley for the web-site. - request Shirley make note on website that Constitution has been updated	Constitution amended Ongoing action
A sub-committee to be established by May 2009 for the purpose of organising the Tom Quilty in South Australia in 2011.	SMC – Ongoing
The presentation prepared by Sarah A on the results of her preliminary research into utilising Clare as the venue for the Tom Quilty to be placed on the Website and within the newsletter.	Sarah Adams Ongoing
Claim guidelines form to be prepared for the website.	Faye Gallagher Ongoing
First Aid kit to be renewed every year - Jody compiling contents list - Jody will contact St Johns to request attendance at ride events - A list of 'First Aid' certificate holders to be placed in kit - Small First Aid kits to be made available for Chief Stewards	First aid kit restocked at approximately \$100.00 - Ongoing actions
An excel spreadsheet of all sponsors to be prepared and brought back to the committee periodically.	Jodie Luck Ongoing
Melanie Scott to be requested to consider taking on the portfolio of Medication Control.	Complete Jody Knowles to contact
A proposal and quotes for merchandise to be prepared for the Committee's consideration.	Jody Knowles Ongoing
Records of volunteer attendance at rides, to be overseen and reviewed by the Committee quarterly.	Jil has commenced discussion with ride organisers Ongoing
Sarah Y, Tania Drever and Christabel Gurr to be approached for assistance with Risk Management and preparation of an SA Manual.	Sarah Adams Ongoing
Risk Management to be reviewed quarterly by the Committee and a report prepared for the AGM.	Committee Ongoing
The Ride Application Form to be amended to include a space to record the date and contact name of the relevant emergency service. Jil to contact the Ride Organiser to ensure this has been done.	Ride application form amended. Jil Bourton - Ongoing
Approval to be sought to reproduce the article "Strategies for the Heat".	Catherine McTaggart Ongoing
The 'upgraded' Best Conditioned scoresheet to be discussed with James Vowles and the database amended accordingly to record this trial parameter – to be reported back to SAERA and AERA.	Jil Bourton Ongoing
Arrangements for the 2009 Veterinary Accreditation Seminar to be confirmed and invitations sent out.	Sarah Adams Ongoing
Amily's investigation into the sale of ride bibs to be brought back to	Amily Daw

	the next committee meeting for consideration.	Sarah Adams Ongoing
1.	Obtaining radio support for the State Championships to be considered for the next meeting	Committee
2.	Sandy Little to be approached to Chief Steward for the State Championships	Sarah Adams
3.	New brakes to be installed on the existing trailer and a proposal for purchase of a new trailer to be prepared for by the next meeting for consideration by the membership.	Jodie Luck
4.	Three sided tent from 'Star Marquees' to be ordered and current sponsors approached for possible advertising interest.	Jodie Luck
5.	Authorisation for payment of accounts amounting to less than \$100 and the opportunity for membership fees to be paid by direct debit to be considered at the next meeting.	Sue Arwen
6.	Horse SA Information Stand – Rundle Mall – Friday 3 April to be carried forward to the next meeting	Committee
7.	ICCI that has expired to be returned and replaced.	Jodie Luck
8.	Venue for July General Meeting to be confirmed	Jil Bourton

*Actions from the previous meetings are highlighted in grey.