

South Australian Endurance Riders Association
Minutes of Meeting
Wednesday 20 May 2009 at 6.30pm
Mt Pleasant Hospital

1. **Present:** Sarah Adams, Jil Bourton, Jody Knowles, Laura Salisbury, Jodie Luck, Catherine McTaggart
2. **Apologies:** Sue Arwen, Faye Gallagher, Sarah Young
3. **Confirmation of the minutes of the previous meeting (23 April 2009):**
Moved: Jodie Luck
Seconded: Sarah Adams
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	Sarah has spoken with – awaiting response
Membership survey results to be compiled.	Catherine McTaggart Ongoing
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.	Awaiting advice from Anne – Ongoing
Faye to advise Shirley of a link to the relevant area of the AERA website for insurance claims.	Faye Gallagher Ongoing
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
Melanie Scott to be requested to book medication control stewards for the State Championships.	Complete – no further action
A proposal and quotes for merchandise to be prepared for the Committee's consideration – The Committee felt that this should wait until after the State Championships. Current merchandise is quite suitable and just needs promoting. Request Shirley to remain as contact until July.	Catherine spoke to Shirley who has agreed to stay on – 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. It was noted the correct form is not being used to fill out volunteers' details at rides. Sarah A to forward correct form to Laura for trailer stock. Sue Arwen to put a notice in newsletter.	Jil Bourton Laura Salisbury 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
Arrangements for the 2009 Veterinary Accreditation Seminar to be confirmed and invitations sent out.	Invitations and date confirmed – June 12
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

Radio support for the State Championships – still being negotiated.	Ongoing
Sandy Little has agreed to be Chief Steward for the State Championships. Graham Dugmore and Gavin Mudge to be approached to assist.	See below
Three quotes on a new gear trailer to be obtained prior to presenting to membership.	Jodie Luck
Jean Sims to be approached to act as Principal Secretary at the State Championships and Shirley Ellis and Sue Strike to be asked to assist.	See Below
Three new clocks to be purchased for the State Championships.	Sarah Young Ongoing
One set of floodlights to be borrowed from Faye Gallagher and one set hired from Nuriootpa.	See Below
Three toilets to be hired from Coates Hire for the State Championship.	See Below
Vouchers from various stores to be purchased and used as ride and best conditioned awards throughout the year.	Complete – No further action
Correspondence to be sent to Lainie Ray and Maggie Winn.	Complete – No further action
Faye Gallagher to take up the Horse Welfare portfolio and discuss directly with Steve Ellis.	Complete – No further action
Sarah Young to fill the IT portfolio.	Complete – No further action
Committee to be updated on the sponsorship proposal.	Jodie Luck Ongoing
Sponsorship from Birdwood HorseWorks to be utilised for 6 x Best Conditioned awards for the Starkey's Series of rides and include an award for the highest placed rider over the series.	Cheque received – No further action
1,000 no-gloss endurance information brochures to be printed for \$350.00. Advertising to \$250.00 to be sought.	Sue Arwen Ongoing
Vet accreditation and discussions with Dorte C on Chief Steward accreditation to be followed up.	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.	Sue Arwen Ongoing
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.	Sarah Adams Ongoing

5. Ride Calendar

5.1 State Championships Hutton Vale – 6 – 8 June

The Committee discussed ride distances, leg combinations and start times. The following motion was considered:

That the support ride for the 2009 State Championships comprise 90km commencing at 7.00am on Sunday, with a \$90.00 entry fee.

Moved: Jil Bourton
Seconded: Sarah Adams

All Agreed - Passed

Action: 1 Support Ride to comprise 90km, 7am start Sunday, \$90 entry fee and ride legs of 38, 28, 24.
2 160km ride to commence at midnight Saturday, with Best Conditioned conducted on Sunday. Ride legs to comprise 38, 32, 38, 28, 24.

Sarah A distributed a checklist. Actions are listed below:

- 3 Head vet will be James Vowles with support from Harry Frauenfelder, Jane McNicholl and Madalen Baultussen.
- 4 Accommodation is booked for Sunday night. Sarah A to look into hiring a caravan for the weekend and Catherine to forward an e-mail to members seeking a possible loan.
- 5 Sue Arwen to complete booklet by next week.
- 6 Sarah A has hired one set of lights – Faye to lend her light set.
- 7 Jody K to put out direction signs to ride base.
- 8 Four people required for check points. Jodie L to contact possible volunteers.
- 9 Bronwyn Little to be Principal Secretary with Faye Gallagher assisting. Sarah Young will assist if available also.
- 10 Sandy Little to be Chief Steward. Graham Dugmore and Gavin Mudge not available. Sarah A to look for an assistant.
- 11 Sarah Y to purchase three new clocks.
- 12 Melanie Scott to oversee medication control.
- 13 Jody K to approach Steve Ellis to assist with water and hay on track.
- 14 Lindsay Park will donate lucerne.
- 15 Jodie L to approach Tania Drever for two water bins.
- 16 Jody K and Shirley Ellis to finalise trophies. Shirley to order rosettes; D-Lua vouchers and breastplates to be utilised for Best Conditioned and completion rugs (up to eight) to be placed in draw.
- 17 Jody K to donate wine for volunteers and Laura to obtain ‘horse biscuits’ from Ikea for non-drinkers and underage.
- 18 Three toilets booked from Coates to hire. Jodie L to purchase 48 toilet roles.
- 19 Jody K to approach John Angus for firewood use and Tarrant to chop up.
- 20 Penciller shifts for vet ring to be as follows:
 Shift 1: 2.15 – 6.15am
 Shift 2: 6.15 – 10.15am
 Shift 3: 10.15 – 14.15pm
 Shift 4: 14.15 – 18.15pm
- 21 Sarah A to prepare picnic boxes for checkpoint volunteers and approach Dianne Heinrich to make soup.
- 22 Seidle’s to provide ride catering – Jody K to advise 5.30pm dinner Saturday and all day Sunday.
- 23 Sarah A to ask Shirley and Steve Ellis if their float can be borrowed as the rescue float.
- 24 Kelvin Honour to be farrier.
- 25 Andrew Luck to be first aid delegate.
- 26 Jody L to request Shirley prepare pre-ride and post ride material for Vink and Laura to ask Anne Simmons to prepare something for the local paper.
- 27 Shirley Ellis to be official photographer.
- 28 Jody K to forward material to Sarah A for ride promotion to Victoria.
- 29 Volunteers for gates, timekeeping, TPR, weigh in and checkpoints still required.
- 30 Jody K to ask Mark Hess to purchase 100 stakes for \$47.00 from Bunnings.
- 31 Sarah A to provide information on Strangles outbreak to Shirley for the website.

The Committee noted that Arabs Inc are holding their 'Find the Filly' ride the weekend prior (21 June) and SAERA may be able to utilise their course for part of the ride.

6. Correspondence

6.1 Correspondence in: (Refer to Agenda)

6.1.1 Pat Slater Cup

The Committee noted correspondence from AERA seeking support for the continuation of the Pat Slater Cup.

Action:32 Catherine to advise Anne Jones that SAERA will consider sponsorship (\$237.00) to ensure continuation of the Pat Slater Cup.

6.1.2 Horse SA

The Committee considered it a good idea to continue advertising in the annual magazine.

Action:33 Catherine to confirm a \$75.00 word listing in the Horse SA magazine.

6.2 Correspondence out: (Refer to Agenda)

No report

7. Portfolios

To be considered at the next meeting after the State Championships.

8. Other Business

Nil

9. Next Meeting:

Thursday 18 June, 6.30pm at Jodie Luck's. Contact Jodie for directions.

ACTIONS arising from the SAERA Committee meeting of 20 May 2009

	Details	Responsibility
1.	Support Ride to comprise 90km, 7am start Sunday, \$90 entry fee and ride legs of 38, 28, 24.	SAERA
2.	160km ride to commence at midnight Saturday, with Best Conditioned conducted on Sunday. Ride legs to comprise 38, 32, 38, 28, 24.	SAERA
3.	Head vet will be James Vowles with support from Harry Frauenfelder, Jane McNicholl and Madalen Baultussen.	SAERA
4.	Opportunity to hire caravan for the weekend to be investigated and e-mail to be forwarded to members seeking a possible loan.	Sarah Adams Catherine McTaggart
5.	State Championships booklet to be completed by next week.	Sue Arwen
6.	Sarah A has hired one set of lights – Faye to lend her light set.	Faye Gallagher
7.	Direction signs to ride base to be organised.	Jody Knowles
8.	Four people required for check points.	Jodie Luck
9.	Bronwyn Little to be Principal Secretary with Faye Gallagher assisting. Sarah Young will assist if available also.	SAERA
10.	Sandy Little to be Chief Steward. Assistant required.	Sarah Adams
11.	Three new clocks to be purchased.	Sarah Y
12.	Melanie Scott to oversee medication control.	Melanie
13.	Steve Ellis to be approached to assist with water and hay on track.	Jody Knowles
14.	Lindsay Park will donate lucerne.	Sarah A
15.	Tania Drever to be approached for two water bins.	Jodie Luck
16.	Trophies to be finalised. Rosettes to be ordered; D-Lua vouchers and breastplates to be utilised for Best Conditioned and completion rugs (up to eight) to be placed in draw.	Jody Knowles Shirley Ellis
17.	Jody K to donate wine for volunteers and Laura to obtain ‘horse biscuits’ from Ikea for non-drinkers and underage.	Jody Knowles Laura Salisbury
18.	Three toilets booked from Coates hire. Jodie L to purchase 48 toilet roles.	Sarah Adams Jodie Luck
19.	John Angus to be approached for firewood use and Tarrant to chop up.	Jody Knowles
20.	Penciller shifts for vet ring to be as follows: Shift 1: 2.15 – 6.15am Shift 2: 6.15 – 10.15am Shift 3: 10.15 – 14.15pm Shift 4: 14.15 – 18.15pm	SAERA
21.	Picnic boxes for checkpoint volunteers to be prepared and Dianne Heinrich to be approached to make soup.	Sarah Adams
22.	Seidle’s to provide ride catering –5.30pm dinner Saturday and all day Sunday.	Jody Knowles
23.	Shirley and Steve Ellis to be asked if their float can be borrowed as the rescue float.	Sarah Adams
24.	Kelvin Honour to be farrier.	Sarah Adams
25.	Andrew Luck to be first aid delegate.	Jodie Luck
26.	Shirley to be requested to prepare pre-ride and post ride material for Vink and Laura to ask Anne to prepare something for the local paper.	Jody Knowles Laura Salisbury
27.	Shirley Ellis to be official photographer.	SAERA
28.	Jody K to forward material to Sarah A for ride promotion to Victoria.	Jody Knowles Sarah Adams
29.	Volunteers for gates, timekeeping, TPR, weigh in and checkpoints still required.	Jody Knowles
30.	Mark Hess be asked to purchase 100 stakes for \$47.00 from Bunnings.	Jody Knowles
31.	Information on Strangles outbreak to be provided to Shirley for the website.	Sarah Adams

32.	Anne Jones of AERA to be advised that SAERA will consider sponsorship (\$237.00) to ensure continuation of the Pat Slater Cup.	Catherine McTaggart
33.	A \$75.00 word listing in the Horse SA magazine to be confirmed.	Catherine McTaggart