

**Action items from meeting held on the 19th July 2018
at the Totness Hotel Mount Pleasant**

Item Number	Description of Action	Responsible Person
4.3	<ul style="list-style-type: none"> • Wal to send Di an email 	Wal
4.4	<ul style="list-style-type: none"> • Wal's to contact Lesley Cartwright- TQ17 Treasurer to ask; How much money was raised and where to money went to? • Wal to notify committee & Mandy Barth re outcome. 	Wal Wal
4.5	<ul style="list-style-type: none"> • Wal to reply to Tay that sponsorship advertising will only be approved for sponsoring a specific event rather than constant posts for advertising. 	Wal
4.6	<ul style="list-style-type: none"> • Email reply to Samantha Maher there will be no discount or day membership for 80km riders as AERA rule states "must be a member". 	Wal
5.2	<ul style="list-style-type: none"> • Nicki to Liaise with an account re fee schedules, and preparation of EFOY statements and audits. 	Nicki
6.1	<p>Marrabel Ride –</p> <ul style="list-style-type: none"> • Wal to email Mary for updated flyer, resubmit ride budget on "new" form 	Wal
6.2	<p>Mount Cole Muster Ride in Victoria.</p> <ul style="list-style-type: none"> • Wal to liaise with VICERA re not being able to supply a CS & ride flyer. 	Wal
7.1	<ul style="list-style-type: none"> • Ride report for State Championships have not been received due to the Little's holidaying in Queensland. 	Wal to liaise with Shirley
8.1	<ul style="list-style-type: none"> • TQ18 SA Team/s rugs. Secretary to put "an expression of Interest" to all members via the website requesting any riders who have nominated or intend to nominate for the TQ18 in Tassie. 	Wal
8.2	<p>AERA's July meeting in Melbourne.</p> <ul style="list-style-type: none"> • Bill to provide feedback & highlights from the conference 	Bill

8.3	Ride organiser's reimbursements <ul style="list-style-type: none"> to be discussed at Planning Day, then tabled for review at AGM 	
8.4	Planning day for the Committee in the Barossa Valley <ul style="list-style-type: none"> Planning Day will be on the afternoon of Saturday 17th November 2018. 	All
8.5	Honorary Vet for SAERA <ul style="list-style-type: none"> Secretary to send Ludwyn a thank you letter and flowers to acknowledge her support for SAERA and the sport 	Wal
8.6.1	Ride & water trailer maintenance and Insurance. <ul style="list-style-type: none"> Cheryl to arrange water trailer rego to be put in SAERA name for Insurance purposes. Naomi to arrange insurance for the water trailer ASAP. Ride trailer will not be insurance until repaired. Treasurer to renew notify Karen and Naomi when completed 	Cheryl Naomi Nicki
8.6.2	Maintenance and Warranty. <ul style="list-style-type: none"> Bill to liaise with Naomi and Andrew regarding information for maintenance and or repairs. Bill to liaise with Medlow re maintenance and or repairs. What's covered under warranty and what's not? How are we going to proceed on items that have been identified as concerns.? Bill to brief committee at the next meeting. 	Bill, Namoi & Andrew Bill Bill
8.7	Voting in of the "horse welfare officer" <ul style="list-style-type: none"> Amanda Smith resigned her position. Karen nominated Cheryl, seconded by Nicki Samson Ward. Cheryl confirmed Horse Welfare Officer. Naomi to change details on website and secretary to contact Shirley and or Lainie re access to AERA space. 	Nicki Naomi & Wal
8.8	Voting on "Membership Officer" <ul style="list-style-type: none"> Amanda Smith resigned her position, Nicki Samson Ward nominated Karen. Karen confirmed membership officer Naomi to change details on website and secretary to contact Shirley and or Lainie re access to AERA space. 	Naomi & Wal
8.9	New waiver form for club trailers.	Naomi & Wal

	<ul style="list-style-type: none"> Secretary to itemize for Planning Day agenda. 	
8.10	<p>New ride budget form</p> <ul style="list-style-type: none"> Naomi to post on the website for ride organisers. 	Naomi
8.11	<p>General discussion re photographer</p> <ul style="list-style-type: none"> Naomi deferred until next meeting 	Naomi
9.1	<p>Logo</p> <ul style="list-style-type: none"> Stella to liaise with AERA re logo design to bring to the next meeting for further discussion. 	Stella
9.4	<p>Use of old ride trailer.</p> <ul style="list-style-type: none"> Treasurer to renew registration for 3 months. 	Nicki
9.5	<p>Profit & loss statements.</p> <ul style="list-style-type: none"> Nicki to provide an update at the next meeting. 	Nicki
9.6	<p>Ride Organises concerns re raising Chief Stewards (CS) & Ride Secretary's (RS) for rides.</p> <ul style="list-style-type: none"> Table for Planning Day in November 	All
9.7	<p>Volunteer coordinator</p> <ul style="list-style-type: none"> Vote on the Volunteer Coordinator next meeting 	All
9.8	<p>Review and update TPR's, CS & RS for 2018.</p> <ul style="list-style-type: none"> Secretary to contact all participants listed and revise list as required and report back finding to committee. 	Wal
9.9	<p>Marquee</p> <ul style="list-style-type: none"> Naomi to organise and purchase a new marquee. 	Nicki