



SAERA COMMITTEE MEETING MINUTES

Wednesday the 21st November 2018

at Totness Hotel, Mount Pleasant,

Recorded & prepared by Karren Carman.

Meeting started 6 45pm

1. Welcome & Apologies

Welcome: Andrew White, Naomi Leavesley, Nicki Samson -Ward, Karren Carman, Bill Harbison & Cheryl Bullock & Karen Alderton

Apologies: Stella Harbison & Jess Aistroke

2. Minutes from previous meeting:

No minutes from previous meeting, yet to be ratified, apologies from the Secretary

Action: Wal to send minutes ASAP.

3. Actions from previous meetings:

Not Tabled, incomplete.

4. General Business

4.1 Update on ride trailer.

- Bill (via Stella) sent the photos of the ride trailer, just before the deadline to saera5@adam.com
- Bill said that he'd spoken with Brad at Tonkin's after a "long and lengthy discussion" about the ride trailer he was happy to prepare an interim report. Members agreed, given that Wal had already arranged that with Brad a week ago.
- Bill said that he went to the home of owner of Thor Trailers to discuss the trailer, he claims, there's nothing wrong with the trailer "bad design but it's built well!"
- Andrew challenged Bill as to why he went to their property and that he'd heard something different.
- Bill went onto say that Wal had cost the club \$2000 and was spending money frivolously and without consideration to the club's finances. Wal challenged Bill saying, he had caused Brad to retract his offer because of his interference, leaving us with no other option but to enter a commercial arrangement. The committee gave Bill explicit instructions not to interfere in the process as it's about a Duty of Care to our members.
- Wal had received an email from Brad, indicating he was no longer interested in looking at the trailer after he had spoken with Bill, there was a conflict of interest and he was told two different stories. If it went ahead it had to be a Commercial Agreement & paid up front.

Motion: have the ride trailer assessed under a commercial agreement by Tonkin's Engineers or another engineer TBA.

Motion carried 6 FOR, 1 AGAINST

Action: Karren to liaise with Brad and renegotiate booking ride trailer in for assessment.



4.2 Planning day debrief

Bill having been absent from the planning day, was brought up to speed regarding how the day went. The discussion centred around membership costs, policies and the ride calendar.

- The 2019 calendar dates we set and have been loaded onto the website, thank you Naomi.
- 2019 would see an increase in membership and ride entry costs to accommodate an increase in costs across the board.
- Wal and Naomi working on club policies to take to the AGM

4.3 Update CS refresher/training with “G” – Gerard Bou in 2019

Cheryl has left messages with “G”, will follow up before next meeting to confirm timing, most likely February.

Action: Cheryl to follow up with “G”

4.4 Logo update

Naomi was kind enough to bring several copies of the new colour logo for all to view.

We agreed on the colours for the logo (coincides with other state logo’s, such as NSW, Queensland and Victoria), put on a red T-shirt. Will try and have a sample ready for the AGM so that the members can see what it looks like before making a decision.

Action: Naomi to organise laminated designs this for the AGM.

4.5 General discussion re AGM

Bill wanted the AGM to be held this year, some mumbling’s concerning membership and insurance, held up a letter from Jodie Luck he had received prior to the meeting, no other member had read the correspondence.

Action: Bill will chat with Jodie Luck, happy to answer her questions.

Membership has always been done at the beginning of the calendar year, awaiting information from AERA regarding an increase in costs and the accountant regarding financial statements for 2017 & 2018 before making a decision.

The constitution says that it needs to happen within the first six months of the year. Insurance policy gives one-month grace should the client wish to change the policy etc, so no changes foreseen.

The AGM Fun Day has been set for Sunday 3rd February 2019.

Some discussions around member engagement on the day so the initial thoughts centred around a fun day be incorporated with the AGM. Meeting will be held mid-morning, followed by a BBQ lunch & drinks (sponsored by Andrew & Karen, thank you) and fun games in the afternoon. Venues were either Sandy Creek sports club, Murray Dawson Equine grounds or Colin Browns.

Action: Karen & Andrew to liaise with various people re venue etc.



5. Correspondence

5.1 Email from Lyn re resignation from committee due to time constraints.

Action: Bill to write to Lyn thanking her for being on the committee.

5.2 Email from Brad at Tonkin's Engineering Re report for ride trailer

Secretary has forwarded on Brad's reply to everyone for their information.

Action: Wal to contact Brad re where to from here? Will they provide an assessment? Inform everyone as to their decision.

5.3 Email from Lainie ray requesting the inclusion of the SA Arab Championships on the 2019 calendar.

Secretary gave Lainie the thumbs up, and would take it to planning day to discuss re calendar

5.4 Rebekah photography Re 2019 calendar

Rebekah approached the committee regarding a SAERA calendar for 2019. The timeframe for this short and the monies needed to be paid upfront. Any profit from sales was to go to the club for fundraising (Karen found a sponsor for the calendar).

Cheryl and Karen had been talking with Rebekah re design, photos etc when it became apparent that the deadtime could not be met. Rebekah won't be doing a calendar for 2019, will try and organise one next year when have more time. Thank you for the offer Rebekah much appreciated.

Action: Committee could consider for next year.

5.5 Email from Mandy Barth Re Breach of AERA rules for a recent ride in NSW.

Thank you, Mandy, your rule discretion and ride details were provided to AERA for further investigation.

Action: Secretary to forward correspondence.

5.6 Email from Faye Gallagher Re Job description for the Log book Registrar 2019.

Faye has provided a job description for the Log book registrar EoI, which was well received.

Action: Secretary to organise information to go onto the website, along with other committee positions.

6. Treasurers Report.

6.1 Update from accountant re SAERA's books.

Committee has received 2017 financial statement & awaiting 2018. These will be tabled for the AGM. Currently running @ \$5000.00 a year loss.

John has been liaising with Nicki re book keeping for 2019 when it gets handed back over.



6.2 Cheryl re disclosing and recording monthly expenses for everyday account.

Cheryl said that it had been brought to her attention, that the committee hadn't been recording the monthly expenses in the minutes and further to that it hasn't been done for over 18 months, as the new committee had no way of knowing this, it was agreed to start with this month's expenses.

Cheryl provided a hand-written copy of last month's expenses for everyone's information. This will be added as an attachment.

Action: Secretary to table expenses in the minutes.

Note: Nicki, Treasurer has resigned for personal reasons and sorry that she couldn't stick it out until the end of the year. We wished her well and thanked her for her contribution throughout the year, given its no easy feat being on committee. We hope to see you around next year.

Action: Bill to write a letter of thanks to Nicki Samson-Ward.

7. Ride calendar 2019

Naomi will place on the website ASAP.

Add Mel Lel (Mount Gambier) for Easter - Marathon TBC, will go ahead with 2 day program.

Action: Naomi to change on website,

- ring Mel & Jill to let them know ride has been approved, distances and marathon pending.

8. Other business

8.1 AGM date update

Bill advised Karen to put something out, as there has been some pressure by the members to have the AGM with EoY Presentations. The discussion revealed that there was still some movement to change the date. The reasons for holding the AGM in the new year was to ensure the financials were up to date, a report had been prepared for the ride trailer and the preparation of SAERA polices to support our commitment to various legislation including Working with Children and Vulnerable people & Member Protection.

Action: Karen to update members via website re decision behind holding AGM in the new year.

8.2 Membership costs for 2019

Committee agreed membership costs have to rise, with the likelihood that ride entry fees will also increase.

Extraordinary general meeting to be called re increase in membership fees, date & venue TBA.

8.3 Vote of No Confidence in Stella Harbison.

General discussion around Stella's commitment to AERA and SMC meetings throughout the year.

Attended 1 AERA meeting (as the delegate for SA) 2 SMC meetings and non-attendance at the Planning Day.

Motion of no confidence carried 6 FOR, 1 Against

**Actions:**

- Bill to chat with Stella re stepping down from the committee. If Stella refuses to step down, a vote of No Confidence will be recorded.
- All correspondence from Stella to saera5 or any committee member/s will now be referred to our President Bill to respond on behalf of the committee.

8.4 AERA meeting update

Wal and Naomi did not attend the AERA meeting in Melbourne as planned and endorsed by the committee, as they did not receive the proxy voting form from Stella. Stella ignored several requests to sign and forward the documentation. She gave her proxy vote to a delegate from Queensland.

AERA Secretary advised in an email that SAERA would not have any voting rights and could only attend as visitors; therefore, it was decided not to attend given the circumstances leading up to and surrounding the meeting.

Jess has resigned as AERA delegate (yet to be ratified), we would like to thank her contribution

Meeting closed 2200hrs.

Next meeting: scheduled for Wednesday 19th December 2019 at the Totness Hotel Mount Pleasant.