



SAERA Committee Meeting Minute

7th November 2019, 6:45pm

Woodside

1. Welcome and Apologies

Present: Melanie Scott, Rachel Barnett, Cheryl Bullock, Kelsey Bright, Melissa Bright, Tania Drever, Bill Harbison, Jodie Luck, Andrew Luck

Apologies: Stella Harbison

2. Minutes from previous meetings

14th July 2019 Minutes approved

Moved: Rachael Barnett Seconded: Cheryl Bullock

3. Actions from previous meetings

See Attachment 1

4. Treasurer's Report

Rachael

4.1 Term deposit – expires on 30 Dec 2019.

Action: Rachael Barnett to check options interest rates and terms

4.2 Zenware – disputed invoice as we are in credit. Repeated efforts to contact and sort out.

Action: Mel Scott to explore hosting options

4.3 My Bookeeper (John Lawson) was appointed at 2018 AGM.

Action: Rachael Barnett to organise the appointment of the 2019 auditor for the upcoming AGM

4.4 Quilty Levy to be moved into the Rainy Day fund at the end of each season

4.5 Draft Ride profit/loss tabled for review

Action: Stella Harbison to follow up vet invoices for Calli Kick Off

Action: Rachael Barnett to send final Ride P/L and thank you to Ride Organisers

4.6 18.09.19 Tania Drever Jupiter Creek refund \$170

18.09.19 Ultratune Ride trailer repairs \$275

18.09.19 Melissa Bright Jupiter Creek refund \$343

18.09.19 QBE Contents Insurance \$32.61

24.09.19 QBE Motor vehicle insurance \$55.05

02.10.19 Vet Nora Henry RFJ \$695

02.10.19 Jess Aistrope refund RFJ \$95

02.10.19 Vet Fleurieu Equine RFJ \$764.50

14.10.19 QBE Contents Insurance \$32.61

15.10.19 Mel Bright Postage \$19.40

15.10.19 Mel Bright SC Vol Gifts \$27.80

15.10.19 Mel Bright RFJ Prizes \$262.93



15.10.19 Mel Bright EGM Advert in paper \$325
16.10.19 AERA 876 Affiliation \$116
16.10.19 AERA 875 Liability \$271.50
18.10.19 Jess Aistrope PHR2 Prizes \$291.95
22.10.19 Mel Bright EGM Advert 2nd one \$325
23.10.19 QBE Motor vehicle insurance \$55.05
05.11.2019 AERA 893 \$294.89 meeting cost, \$247.56 TQ line vet \$542.45
05.11.19 Lachlan Cameron Vet PHR2 \$256.50
05.11.19 Nora Henry Vet PHR2 \$513
05.11.19 Paul Lubbe Vet PHR2 \$695

5. General business

5.1 Ride and Water Trailer Update

Andrew/Jodie

Trailers to be returned to Jodie Luck for end of season maintenance and tidy up.

Acknowledgement made of Mark Roberts significant assistance provided at often short notice to undertake work on the trailer

Action: Mel Bright to send thank you letter to Mark Roberts for the inkind support provided servicing the trailer

Action: Jodie Luck to explore options for charging batteries – 15Amp connector or convert current connection

5.2 2019 Ride Calendar

Committee

Complaint from PHR#2 has been received regarding dogs off leash on the ride base

Action: Melissa Bright to send email response

End of Year Presentations and AGM - 8th December, Blumberg Hotel

Action: Tania Drever to do end of year point and distance score

Action: Jodie Luck to coordinate perpetual trophies and prizes

Action: Mel Bright to forward AGM paperwork to members by 18 November

5.3 2020 Ride Calendar

Ride Applications received for:

7/8 Mar - Monarto

21/22 Mar - Wunkar

9/10/11/12 Apr – Mil Lel Marathon approved

5/6 Sept – Starkeys approved thank you Catherine Hollingsworth

5.4 Constitution

Andrew

Extraordinary General Meeting scheduled for 6pm Sunday 10 Nov at Blumberg Hotel

Action: Thank you card to Tegan Harris for her legal expertise in the drafting of the SAERA Constitution

5.5 CS Report

Tania

Nil to Report



5.6 AERA Business

Stella/Jodie

Three Rule changes being voted

- Rule 28 and 29 – support tidy up of rules to ensure it is understood that riders must *apply* for endurance status
- Rule 6.3 – vote against TERA motion
- Rule 47 – agree with the sentiment but do not support imposing a logbook on intermediate horse
- Rule 63.9 – should hoods be removed in the vet ring

Action: Melissa Bright to circulate SAERA report to SMC

5.7 Membership Update

No new members to report

5.8 Logbook Registrar

5 logbooks have been issued

Kelsey

5.9 Aeraspace Registrar

Nil to report

Kelsey

5.10 Horse Welfare

Nil to report

Cheryl/Tania

5.11 Social Media

Nil to report

Cheryl/Jodie

5.12 Sponsorship

Jodie

- 1) Bunnings Sausage Sizzle 27 Oct - \$984.10 was raised and deposited. Thanks to all who organised, cooked and served
- 2) SA Sport grant - Active Club Grant -Round 48 Closes 25th September- application for \$5,000 submitted

Meeting closed 9.55pm



ATTACHMENT 1: ACTION ITEMS

Meeting Date	Description	Responsibility	Status
28 Feb 2019	Regularly check email correspondence	Melanie Scott	Ongoing
27 Mar 2019	Prepare a list of maintenance and upkeep actions for ride trailer	Jodie Luck	Completed
27 Mar 2019	Prepare SAERA sponsorship package	Jodie and Andrew Luck	In progress
24 Apr 2019	Undertake a tidy up of website	Melissa Bright	Ongoing
24 Apr 2019	Update online feedback survey	Melissa Bright	In Progress
23 May 2019	Get quotes on a solar cell for the ride trailer	Jodie Luck	In progress
23 May 2019	Take trailer to be reviewed by an auto - electrician	Jodie Luck	In progress
23 May 2019	Draft the requirements of the SAERA Honorary Vet including running TPR courses, Vet recruiting, sounding board for the committee, attending state champs and quilty, advocacy for the sport	Bill Harbison	Completed
23 May 2019	Draft a letter asking for expressions of interest for next year's Honorary Vet including the list of expectations required within the position	Mel Bright	
23 May 2019	Send out invitations to previous SAERA financial members at the start of the year, encouraging them to renew their membership.	Mel Bright	
19 June 2019	Explore options to fill ride calendar in Aug and Sept	Mel Bright/Tania Drever	Completed
19 June 2019	Constitution legal advice on content and structure	Andrew Luck	Completed
19 June 2019	Rework Aims and Responsibilities	Melanie Scott	Completed
19 June 2019	Include update on progress of the Constitution in President Update	Melissa Bright	Completed
19 June 2019	Part year member AERA costs	Rachael Barnett	Completed
19 June 2019	Update membership form – incl fees and AERA insurance	Mel Bright/Lainie Ray	
19 June 2019	Current list of AERAspace access	Mel Scott	Completed
24 July 2019	To promote to members through website and FB	Mel Bright and Jodie Luck	Completed
24 July 2019	To email Trailer Maintenance list to SMC to action	Mel Bright	Completed
24 July 2019	Put Ride and Water Trailer inventory with Ride Organiser information on website	Mel Bright	In progress
24 July 2019	Thank Sioux for dual affiliation offer for 14/15 Sept	Mel Bright	Completed
24 July 2019	Circulate revised Constitution version to SMC	Mel Bright	Completed
24 July 2019	Remind all CS about Play by the Rules online training requirement – to revisit in 2020	Tania Drever	Ongoing
24 July 2019	Look into possible website hosting associated with AERA website	Stella Harbison/Mel Scott	



24 July 2019	Check all membership details are correct	Mel Scott	Completed
24 July 2019	Apply for SA Sport grant- Active Club Grant	Kelsey Bright	Completed