



SAERA Committee Meeting Minutes

22nd April 2020, 7pm

Teleconferencing

1 Welcome and Apologies

Present: Melanie Scott, Rachel Barnett (signed out at 7:55pm), Melissa Bright, Kelsey Bright, Stella Harbison, Andrew Luck, Jodie Luck

Apologies: Cheryl Bullock

2 Minutes from 26 Mar 2020

Moved: Rachael Barnett Seconded: Kelsey Bright
All in favour

3 Actions from previous meetings

See Attachment 1

4 Treasurer's Report

Rachael/Andrew

Rachael Barnett to hand the Treasurer role back to Andrew Luck now that he has returned from Leave of Absence

Nominate have reimbursed the Mil Lel entrant

Action: Rachael Barnett to document communication with Zenware requesting 2018 invoicing to be reviewed and future invoices to be sent in a more timely manner

5 General business

5.1 Ride Trailer

Action: Jodie Luck to collect ride trailer and find covered storage for it

5.2 2020 Ride Calendar

All rides are cancelled until further notice

Discussed option of setting up a set marked course as an alternative for riders.

5.3 AERA Business

Stella

Current discussions regarding cancellation of TQ20 and rescheduling for 2021

Mel S to be in teleconference tomorrow night to discuss Covid-19 implications with AERA and other State Presidents

6 Other business

6.1 Record Keeping

Proposal moved by Kelsey Bright to keep all paperwork (rides, logbook, membership etc) for seven years only. Seconded Rachael Barnett Supported by all

Close of meeting: 8:15pm

Next meeting: 21 May (format TBA)



ATTACHMENT 1: ACTION ITEMS

Meeting Date	Description	Responsibility	Status
24 July 2019	Look into possible website hosting associated with AERA website	Stella Harbison/Mel Scott	Ongoing
27 Nov 2019	Update Child Protection Services on progress of Member Protection Policy and screenings undertaken	Melissa Bright	In Progress
20 Jan 2020	Discuss with Browns what support is required to make Sandy Creek ride happen	Stella Harbison	Ongoing
20 Jan 2020	Develop an annual calendar with anniversary dates and tasks to be completed	Andrew Luck/ Melissa Bright	In progress
20 Jan 2020	Forward Honorary Membership letter to Dan Sims	Melissa Bright	Completed
20 Jan 2020	Explore options for bib suppliers	Lainie Ray	In progress
23 Feb 2020	Explore options and cost of Electronic Timing System	Stella Harbison/Mel Scott	In progress
23 Feb 2020	Forward quote and add solar panel and set up to ride trailer	Jodie Luck, Melanie Scott, Rachael Barnett	In progress
23 Feb 2020	Check port-a-loo credits available from last year	Jodie Luck	In progress
23 Feb 2020	Follow up on sponsorship from Colorectal Surgery	Andrew Luck	In progress
23 Feb 2020	Options for online ordering of merchandise	Stella Harbison	In progress
26 Mar 2020	Prepare member update	Mel Scott/Mel Bright	Completed
26 Mar 2020	Prepare Perpetual trophy listing	Cheryl Bullock	In progress