

MINUTES SAERA SMC MEETING DECEMBER 9TH 2023

A face to face meeting held at Paula & Tony Van Eck's residence, Harrogate

Meeting Opened: 12:32pm

1. Welcome and Apologies

Present: Cheryl, Jil, Paula, Julia, Tracy, Lisa

Apologies: Chris, Rhiannan

2. Minutes from previous meeting

Moved: Tracy

Seconded: Lisa CARRIED

Business Arising : See Action Items

3. Treasure's Report

- Lisa reported that the Assoc. working bank acct was pretty healthy and showing a modest profit after a year where most rides (apart from maybe two) either broke even or showed a profit.
- Some bills yet to come in before AGM, namely EYO awards costs and possibly some State Championship invoices?
- TQ committee requiring a "loan" for some infrastructure deposits and the first AERA levy will be due for payment early in the New Year.
- Quilty levy, raised at rides from the past seven years, to be forwarded to TQ24 committee.
- Lisa to send updated Details and Profit & Loss etc. to secretary for distribution to smc.
- There was a discussion on Grants – what & when available for next year

Moved: Lisa - to accept treasurers report

Seconded: Jil CARRIED

4. Secretary update

5. Correspondence

5.1 Correspondence in:

- Rhiannan Development S/C report
- Tracy – Discussion item for meeting
- Jil – proposal re 2024 State Champs

Correspondence out:

- Letter of resignation – Chris
- Letter or resignation – Paula
- Jodie Luck to be State Registrar from next year
- Joel Catchpole – Spirit of Endurance article
- Julia – Helmet tagging enquiry

Moved: Correspondence be accepted – Paula

Seconded: Tracy CARRIED

6. Actions from last meeting

6.1 See Table 1.

7. General Business

7.1 Ride Calendar

- Still to be uploaded to AERASPACE – a few more details to be finalised
- Proposed date for Monarto Ride(Aug 17/18) unavailable. Jil waiting for response from Murray Bridge Council for approval of alternative date Sept. 14/15
- Tracy will consider taking up the August date with a proposed ride at Keynton, to go on calendar TBC. Need ride application in to smc.
- Cheryl to chase up Ride application for Mil-Lel
- State Champs date and venue confirmed for June 8-10 Kapunda Harness Racing facility. Jil as convener with help from a few more local riders/members to develop course
- Jil also mentioned that the smc musn't fall into the trap of being obliged to run most of the rides on the calendar.
- Lisa explained the new volunteer policy she has prepared to be tabled at AGM has a section regarding mentoring "new" RO's which will potentially share the load. It was agreed Lisa will draft a fb post re mentoring new RO's with input from Julia & Jil
- Basically any dates that aren't taken up – there will be no ride. The smc will always consider alternative dates if they can fit into the calendar satisfactorily.
- Two C.A.T.E. dates noted early in the year, the first already proposed @ MurrayBridge

7.2 AERA Business

- The November meeting minutes N/A as yet but Jil presented two documents that were sent to all DA's (Attachments 2 & 3)

- Document relating to AERA swabbing procedures and targets was discussed with Jil informing committee that SA hasn't followed the correct procedure for swabbing for a long time which, while it may have made it easier for those here involved, it has been confusing for the AERA admin which virtually shows no record of swabbing in SA. SMC agreed to remedy this next year with the allocation of a swabbing portfolio at the first meeting including all necessary information. No one has been actioned to do this.
- Assurance that online memberships will be ready for the New Year- Jil explained that there has been great complexity which has required a lot of information back & forth with DA's and the DBSC to build a system to suit all the various nuances each state presents. This is also a costly exercise. Jil noted that most members of the SC are VOLUNTEERS (with one paid member who is the actual tech person)

7.3 Membership & Logbook Update

- Aeraonline membership facility will operate from January 1.
- Jodie Luck to fill both roles (Registrar) next year
- Tracy's enquiry regarding Early Bird membership fee was discussed but nothing resolved as it's something that can't be offered on aeraspace at this point in time
- Nominate needs to be informed we won't be using their service anymore

7.3.1 Current Membership numbers:

Ordinary – 67

Intermediate – 17

Junior – 2

Life – 3

Non-Riding/Associate – 3

Total – 91

Total new - 12

7.4 Horse welfare

Nil to report

7.5 EOY Presentations

- Jil reported all trophies and engraving has been ordered.
- Lisa to drop rugs into Fran for embroidery
- Lisa has distance sashes organised & on their way

- Short discussion regarding Jil's idea of awarding photo – certificates to horses completing the season with 100% completion rate in SA – must be qualified horses and minimum distance recognised is 240kms. There are 15 eligible horses.

Moved by Lisa - To present 100% completion certificates for this Year.

Seconded – Jil CARRIED

7.6 Ride Trailer

All agreed to proceed with the painting & sign Writing of trailer as proposed early in the year. Jil to inform Luke and Lisa to speak to Jess about getting trailer to them

7.7 2024 Ride Flyers & recognition of sponsors

- Julia & Jess to set this up, there will be no ongoing sponsorship published on FB, rather a one hir sponsorship for each ride. Julia has ideas for a written policy for all levels of sponsorship to be drafted and presented at first smc meeting 2024
- All agreed a consistent & fair level of acknowledgement for sponsors needed to be a part of the policy

8. Other Business

8.1 Development Subcommittee Report

A written report of the year's initiatives had been emailed out to the smc, Julia spoke to it & invited comment.

General agreement that the C.A.T.E.'s were the most successful of the S/C's initiatives and definitely worthwhile to continue, with a double benefit of possibly attracting new members & sustaining funds to the club, as both events early this year showed good profit for very little outlay.

Agreement there was a need for more throughout the year and such events could be a starter for first time RO's.

It was also generally agreed that the separate FB page had run its course and there would be further development for integration with the main FB page and the website. Three members of the group happy to stay on if the next year's smc deems it worthwhile.

8.2 Volunteer Policy – Lisa

A policy has been drawn up to present to the AGM. Lisa will distribute to smc for comment prior.

8.3 Planning for AGM

Elections: Positions Vacant –

PRESIDENT 2023 Cheryl filled this as a casual position (unable to re-stand for smc)

VICE PRESIDENT also filled by Jil as a casual position (indicated she would re-stand)

SECRETARY position available. Julia indicated she would be interested

With the resignations of Paula, Chris & Rhiannan there will be 3 other committee positions vacant. Lisa, Julia & Tracy will start their second term on smc in 2024.

So far there will be three ex-officio positions next year

- Registrar- Jodie Luck
- Promotions – Jess Aistrope
- State Veterinarian – most likely Lachi Cameron

8.4 2024 SAERA Fees

Discussion resolved to possibly leave membership and entry fees as they are, in light of our finances in good stead and very small increases across AERA affiliation. Lisa to consider & present to committee via email.

Moved by Tracy “ Adjustments to fees & charges as recommended by Treasurer “ to be emailed to smc within a week for voting. 2nd Julia CARRIED

8.5 Agenda and any other documents (as per constitution) to be emailed to all members within required time frame. Action Cheryl & Lisa

Meeting Closed: 4:30pm

Thank you Paula & Tony for hosting us

ATTACHMENT 1: ACTION ITEMS

Meeting	Description	Responsibility	Status
6/8/23	Updating ROH	Jil / Julia	in progress
4/9/23	purchase of red & black arrows	Lisa	resolved
4/9/23	Ride flyers 2024	Julia/Jess	Done
4/9/23	EYO trophies	Jil	Done
4/9/23	AGM & Presentations venue	Cheryl	Done
4/9/23	Ride trailer weight verification	Lisa	in progress
9/12/23	Upload of Ride Calendar to aerospace	Lisa	in progress
9/12/23	Organise painting of Trailer with Luke	Jil	Done
	Liase with Jess to collect trailer	Lisa	
9/12/23	Sponsorship policy Document	Julia	
9/12/23	Lisa to draft FB post re New RO's & Mentors	Lisa/Julia/Jil	
9/12/23	Email of recommended adjustments to fees & charges for 2024 to be emailed by end of week	Lisa	
9/12/23	Volunteer Policy Draft emailed to smc	Lisa	
9/12/24	All documents for AGM to be emailed to Members by 15 th	Cheryl	
9/12/24	Lisa to send members email list to Cheryl asap	Lisa	