

	<p>SAERA - South Australian Endurance Riders GO TO Meeting - online</p>
	<p>Meeting of State Management Committee</p>
	<p>Date of meeting 29/04/2024</p>
<p>Attendance</p>	<p>Lainie Ray, Julia Field, Lisa Brown, Kim Calway, Jil Bourton, Tracy Brandon</p>
<p>Apologies</p>	<p>Judith Brown</p>
<p>Declaration of Conflict of Interest</p>	<p>Are there any items on the agenda that anyone has a conflict with? Note in minutes and abstain from the discussions - NIL</p>
<p>Minutes of the previous meeting were accepted</p>	<p>Moved Lainie Ray Seconded Jil Bourton</p>
<p>Membership Report 2024</p>	<p>Total Number of members 56 New Members 3 (1 Associate, 2 intermediate)</p>
<p>Correspondence</p>	<p>In: Mil-Lel vet fees request Renee Henry Agenda for AERA meeting 10/4/2024 Trophies for TQ24 forwarded to TQ24 sec AERA Invoice forwarded to Treasurer Confirmation of Jendari Cup rides from Darren Jess Aistrope acknowledging outstanding invoice Julie White re merchandise Nicola Martin - assistance with entry Georgie requesting Insurance docs for SV CS report for Mil-Lel marathon & copy of Vet bill Renee Henry EA Invoice forwarded to Treasurer Sioux Reed re upcoming TQ24 meeting attendance TQ24 Minutes of meetings VERA Sec re sponsorship of TQ24 and assistance Horse Deals April Advert from JB Ride Applications for 2024 rides from Cheryl SC schedule and Elevator proposal from JB - circulated</p> <p>Out: - Renee Henry will be refunded for vet cost associated with out of hours vet costs Letter with ride dates for Jendari Cup Flier to Georgie for SV ride</p>

<p>Matters arising from the minutes Task List</p>	<ol style="list-style-type: none"> 1. <i>Update Ride Organisers Handbook, changes Jil Bourton Actioned Julia Field. Handbook to be circulated for comment at next meeting by JF</i> 2. Re-quote for ride trailer painting & signage/images - ongoing not assigned 3. <i>Barley Flags x 2 from previous minutes - Jil to order</i> 4. <i>Swabbing dates, kits and steward bookings Julia to work with Judith</i> 5. TPR list update Lisa to email list to Lainie for followup 6. Lisa to update Late Fee/Withdrawal policy 7. Marketing and Sponsorship guidelines ongoing (JF) 8. Update signs - stocktake required as to what is needed after checking ride trailer 9. Application for SAGOV grant for clubs - Tracey to obtain permission to act for club depending on cutoff
<p>Reports</p>	<p>Treasurers Report - attached - late fee discussion regarding current policy and administration fee for cancelled entries - Lisa suggested to amend the policy wording inline with AERA online. If vet certificate is received before midnight Friday before the event the entrant must also alert the Ride Organiser to their cancellation of entry. Additional special circumstances for multi-day events (not applicable for marathon events) withdrawal adding if notification is received before midnight after vet out on Day 1 Event then entry will be refunded minus \$20 admin fee. Admin fee stands for all withdrawals. Vet certificates must be emailed to the SAERA secretary. Lisa will update the policy wording. Moved LR 2nd JB. Renee Henry Mil-Lel vet cost Moved LR 2nd LB</p> <p>Quilty Quest update - entrants will be emailed from contact list to maintain engagement. Page on SAERA website, posts on SAERA FB page to increase reach. QQ24 post added to featured post - using this post to provide updates.</p> <p>AERA Report - New log books with additional pages for the FEI passport will begin to be issues to those who require them at a marginal price rise. Still good numbers of current log books. State report required for TQ magazine - address membership to see if anyone would like to take this task on. Jil raised TQ24 website regarding update of information, Lisa replied that the TQ24 email is operational, Facebook page is operational & updated. Mel has sought assistance to update the TQ website.</p> <p>TQ 24 Report - Lisa has drafted a letter to circulate to the membership with information about the event & seeking assistance with sponsorship/volunteers. Committee voted unanimously to send. The Committee is working hard given our membership numbers and the enormity of the event. A small but mighty team getting the job done.</p>

General business

- 1. Vet Contact List & Vet Fees** Tracy- vet contact list yet to be updated - awaiting confirmation from Amy for her online component & sign-off from AERA & Lachlan for HV status. Vets have been arranged for all remaining events for the 2024 year, discussions regarding additional drugs for extenuating circumstance cases discussed with vets. State Champs - Lachlan HV, Amy second vet entry numbers will dictate if add vets required.
- 2. TQ 24 Chief Steward** - Lainie will draft a letter to call for CS Nominations from SAERA for TQ24 which will be sent to CS membership via email. Moved JB 2nd KC
- 3. Barley Flags / Ride Road Signage** (finding events) - Jil to order. Previously agreed in March minutes
- 4. Ride signs** carried over from last meeting. The ride signs require attention. Several signs have been identified for replacement:
 - Vet Gate in Vet Gate Out
 - SAERA Ride Base with unidirectional arrow printed double sided
 - Strapping Area
 - No horses past this pointCommittee attending a ride will endeavour to audit the signs in the ride trailer. Chooks Custom Graphics - Woodside will donate materials (corflute) and quote for signs will be provided once audit is completed.
- 5. Swabbing** event dates have been set Julia will liaise with Judith to coordinate requirements, EA swabbing steward, order packs etc.
- 6. Marketing & Sponsorship guidelines** tabled for 2024 - Julia - marketing plan and sponsorship guidelines in progress will be ongoing

<p>New Business</p>	<p>1.Facebook chat guidelines discussed - chat to be utilised for notification of important urgent items. For consistency email items to Julia for addition to the agenda for the next meeting</p> <p>2.State Champs Rugs - there are 2 wool undated HW BC & Jun BC rugs available, 10 cotton rugs various sizes embroidery available. Rugs from FF24 to be donated for SC as per Jess, already sponsored. SAERA also has buckles for the event sponsored by Bateman Bay Endurance Riders. SV ride full set of rugs for \$200 accepted by Georgie, sponsorship secured. Georgie will advise Lainie of details by the end of the week. Lisa will arrange embroidery</p> <p>3.AERASPACE access issue @ Pine Hut due to admin error, all details have now been sent to AERA to ensure Judith has access as RS.</p> <p>4.Mil-Lei RO report received, notification of alleged rider/horse misconduct reported by another entrant to RO. Digger has dealt with the matter but the SC want to ensure that the person who reported the incident is 1. Ok and 2. Is updated with the outcome of their report. Julia to draft a letter to Digger for Lainie to send. Moved LB 2nd KC</p> <p>5.State Champs update - Jil proposed adding an elevator component to the event & proposed schedule. The committee agreed that there would be no 20km available on the Saturday due to increased expense with vets and strain on volunteers. Committee voted unanimously for the SC to be one day event with the following distances available on the day, 20, 40, 80, 160. The elevator distance will be set once the course is finalised.</p> <p>Proposal for sponsors received by the committee, Jil will approach local Kaunda businesses, buckles for the event have been sponsored by Batemans Bay Endurance Club. Jil mentioned she had spoken to Damien regarding RS but committee felt it important that SA RS to be approached first, on the basis of cost and also availability and then review. Unanimous. Entries will open after Second Valley. Details for AERA online required before event can be set up online. Lisa requested Jil provide details for posting ASAP. Tracy and Jill are working together on the course.</p> <p>6.Merchandise for SC and general SAERA merchandise has been shelved for now with the committee in agreeing that with TQ24 should take precedence due to timing and committee constraints</p>
<p>Next meeting</p>	<p>Date. 27/05/2024 Time 7pm Location. Virtual Go To Meeting</p>
<p>Closure</p>	<p>Meeting Closed 9:20pm</p>