



Australian Endurance Riders Association Inc.

Minutes of the General Meeting of Members

Date: 21st and 22nd November 2015.

Venue: Ciloms Airport Lodge, 398 Melrose Drive, Tullamarine, Melbourne, Victoria.

MINUTES

Saturday 21st November 2015, 8.45am - 6.50pm.

Sunday 22nd November 2015, 8.40am – 3.25pm.

1. Welcome by President.

Melanie welcomed everybody to the meeting, especially Jack. Mel set some ground rules for the meeting.

2. Members Present.

2.1 Apologies. Simon Bain, NSWERA (proxy Mark Johnson). Late apologies from Roy Barsby, as he has missed the plane. Was scheduled to be here last night. Accommodation has been paid for and not used.

2.2 AERA Delegates Present. Melanie Scott (SA), Jessica Aistrope (SA), Ieva Peters (WA), Deb Jewell (WA), Steve Swan (Qld), Gerard Bou (Qld), Brad Dillon (NSW), Mark Johnson – proxy for Simon Bain (NSW), Tamara Atkinson (Vic), Sioux Reid (Vic), Pat Hodgetts (Tas), Trent Huxtable (Tas).

2.3 Visitors. Sandy Little (Saturday 4pm). Simon Bain (Saturday 10am).

3. Proxy Votes. Mark Johnson on behalf of Simon Bain, NSWERA.

4. Register of Pecuniary Interest and Conflict of Interest.

Will be addressed during the meeting.

5. Registration of Votes.

2/7/2015 Division	Votes	Adult & Junior Riding Membership				
	2015	2014	2013	2012	2011	2010
New South Wales	5	471	478	505	524	575
Queensland	6	535	548	565	566	599
South Australia	1	65	67	71	77	79
Tasmania	3	249	204	229	224	223
Victoria	2	189	167	207	209	186
Western Australia	2	179	151	153	156	189
	19	1688	1615	1730	1756	1851

Adult & Junior Riding Membership

Nov-15	2013	2014	2015
NSWERA	474	471	515
QERA	531	537	526
SAERA	71	68	77
TEERA	219	253	254
VERA	174	194	193

WAERA	141	185	188
Total	1,610	1,708	1,753

As at
14/11/2015

	Votes	Adult, Junior & Intermediate Riding Membership					
Division	2016	2015	2014	2013	2012	2011	2010
New South Wales	6	519	471	478	505	524	575
Queensland	6	524	535	548	565	566	599
South Australia	1	75	65	67	71	77	79
Tasmania	3	255	249	204	229	224	223
Victoria	2	188	189	167	207	209	186
Western Australia	2	183	179	151	153	156	189
	20	1744	1688	1615	1730	1756	1851

Discussion:

Melanie was concerned about the membership figures, as the two tables weren't the same. Currently, life members aren't included in the count. Steve explained that the figures are riding members as they are "active". Ieva is concerned as she is a life time member of WAERA, but is not included in the figures. Life members can be "active". Define an "active" member? Is it a ride organiser, CS, TPR, SMC member, etc. These people are still very "active" even though they don't ride. Life members can also be "active" riders.

6. Previous Meeting Minutes.

6.1 Amendments to Minutes of the General Meeting held on 18th and 19th July 2015.

Motion 2015/11/01. Moved: Gerard Bou/Tamara Atkinson.

That the minutes of the AERA meeting held on 18th and 19th July 2015 are accepted.

Carried.

6.2 AERA Executive Teleconference held on 13th October 2015.

Meeting started: 8.05pm AEST.

Present: Melanie Scott, Pat Hodgetts, Brad Dillon, Steve Swan.

Apologies: Ieva Peters.

Discussion Items:

1. Final decision re new Rulebook publish - print or electronic?

Everybody happy to print.

All happy to include a free full page ad/item, thanking the sponsors of the current AERA EA Agreement. Steve will organise – will talk to Ieva to get full list of sponsors.

All happy to give D Lua Park a free half page ad as well, as recompense for perceived TQ15 errors.

2. Final payment of TQ15 invoice

Moved Melanie/Pat to pay balance owing - \$1145.50. Passed. Steve to ask Deb W if the invoice as is, is sufficient.

3. AeraSpace EoY major update - are we committed to the expense?

Generally yes. Exec to read the final 'Additions' document, to consider the included changes, before Peter J starts work.

4. AERA Website - progress / timeline.

Angus Dixon has the logon details of the AERA website, and is proceeding with building the new website. Brad expects him to have a rough out of the website ready to show the exec in a couple of weeks.

5. Rider Distance Awards

A notice has gone up on FB letting everybody know that the awards are not going to proceed now until the historical data in AeraSpace is corrected to a point that it is thought to be reasonably accurate and complete. A notice needs to be AERA website also.

6. AHSA Junior Awards

AHSA is offering award the 1st Junior in a national One Horse / One Rider distance register (or is it a pointscore?) and to give a gift voucher as the prize. The exec is happy for that, so long as it is not cash. Mel to let AHSA know.

7. Priorities for Nov meeting, and processes to start for 2016 AGM

Insurance – Nick Egan is working with Melanie In gathering quotes. There will probably be 4 companies quoting for a 3 year contract. There should be some results for the Nov meeting.

8. VERA TQ16 Biosecurity

General changes to Hendra policy

QERA is updating its BS policy – it still says that members 'should' vaccinate their horses in consultation with their vet. From Jan 1st 2015, HHD will have 5 day Temperature log, and event BS procedures will be tightened specifically in regard to invasive treatments – minimum number of PPE wearing people in contact with an Unvaccinated horse.

Robyn Mather raised concerns about the TQ16 BS measures.

Questions (to refer to BS subcommittee) – If a horse is in the vet hospital at a ride, how is the question, for an Unvaccinated horse, of whether or not it has / has not, got Hendra, resolved? What's the process?

Should this be covered in the new rulebook?

9. NSWERA

Grapevine has it that NSWERA is about to cease paying all AERA invoices, until AERA decides the NRZ question in their favour. It is believed that the motion will be rescinded, in any event, AERA will take no action unless we hear something official.

10. TQ15 outcomes – Bec Hogan

In an email to Melanie, and after her experiences from TQ15, Bec has described the need for an AERA appointed 'Sponsorship & Volunteers' Co-ordinator, to save each TQ committee having to re-invent the wheel. Perhaps this needs discussing at a full AERA meeting – November agenda.

11. Coffee Table Book

All agreed to do a print run of 200.

12. TQ15 Buckles

Brad has emailed all 60 people on the waiting list, and will confirm postal addresses. We will post all 60 buckles.

Meeting closed: 9.48 pm AEST

Discussion:

Jack: there is a motion 14 that puts NSW in breach of its constitution so it is a Point of Order. Can't put a state in breach of their constitution. Mel: this is a time consuming matter, and probably don't want to do this again as we have addressed this matter at great length at the previous meeting. We can discuss this later, if we get the time. Item 9 – Jack there is a motion on the NSW books. We need to resolve the constitutional matter.

Steve: has NSW decided not to pay any AERA invoices? Jack: wait for written advice. It is a presumption.

Steve: there are accounts outstanding presently, around \$18,000.

Nothing has been received from NSWERA re: item 9.

Motion 2015/11/02. Moved: Melanie Scott/Pat Hodgetts. Carried (by those at the meeting).

7. Matters Arising from the Minutes (from Action Sheet).

- Catastrophe Reports: three catastrophes for 2015.
- Archives: Kerry Spratt has the "little black book". Steve has looked into getting an A3 scanner with a view to doing a lot of the documents at Steve's place, and perhaps for Jo Bailey for the master sheets. A3

- scanners are expensive. Agreed to get Tom to buy an A3 scanner and take it to Jo Bailey's for the old master ride sheets. Exec will sort this.
- Appreciation Buckle Award: Steve has spoken to Matthew K. about getting the buckles back. He said he had to get them from elsewhere. Steve will chase this up.
 - Vetting DVD: Too big for Brad to put on the WIP site. Brad will pass it on to the new Website person.
 - NVP: Pat has the "maximum" gear and consumables treatment list that she will send to Tom. To go on wip site and into TQ manual. Lidwien from SA is going to make up a minimum list. List has been sent to Tom. Pat will chase Lidwien. Can go on the new AERA website. Max and Min list has been done. Minimum list has been done. Mel to chase Tom to get it on the website.
 - Quilty Buckles: Cashers in Melbourne can make them. Trent has sent some photos. Hasn't heard back from them. Still waiting. Tamara will give them a sample buckle. Brad: NSW is getting some more State Champs buckles and they are made in China. Quite good quality and good company to deal with. Brad to bring a sample of the NSW buckle and a quote for the next meeting. Vic people to get a quote and send them a sample. G is going to have a go at making one. Got a problem with the Q buckles. Doesn't think that there is much Australian about them. Do we want/need to update the buckles? G to make something up for the next meeting. We need to make some decisions in March about ordering more buckles. Sioux: should the figure on the buckle be a riding hat or a slouch hat or a helmet with a visor?
 - Vetting DVD: G is working with Luke and is trying to organise some filming to be done. Starting from scratch. Has been left up to Luke Annetts, who has been a bit busy lately. Julie Kemp is also helping him.
 - Registration of Votes: Confusion as there are different membership classes in different divisions, defining what different rights and responsibilities are. Next year, this will be defined on AeraSpace.
 - Quilty Cup: Roy has had a valuation done (for insurance purposes) on the Quilty perpetual trophy and case. Replacement value? Jeweller is asking for a referral for a second opinion for replacement value. Suggest we insure it for \$50k – Mel to do this with the insurance for this year. There were some damaged bits in the report. Tamara to help Roy with this.
 - Treatment Vets: Create accreditation format. Grandfather list has been done. Luke is looking at putting something together for a course. Luke should be talking to Brian Sheahan.
 - AeraSpace: Do some costings on on-line nominations through AeraSpace and the AERA website. This is on next year's list.
 - Website: Create a Hall of Fame. Should include the Quilty hall of fame people 2015. Two hall of fames, one for TQ and one for AERA. Need to have a nomination process. Brad: we've got the TQ website. Still having trouble getting that back. Refer this to Angus for the new website design.
 - National Ride Standard: Next order to be done in black and white – for those that are colour blind. Steve has done some rough re-designing. How about we ask for input on the redesign via our FB page? SMCs to have input. Steve to draft up something.
 - QERA Catastrophe: Forward IT forms to Pat Hodgetts. Only get a summary from QERA (Dick Collyer). Steve to speak to Dick to get the IT forms scanned and sent to Pat. Pat would like all the IT forms from QERA for 2015.
 - AERA Rider Awards: Organise to send to the states. Has been delayed because of the inaccuracies in the system. Some of the old data is missing. Deb has been getting the WA riders to check their tallies. AeraSpace includes all training rides, but that's been changed now. Quilty awards in 2015 – were they accurate? Possibly some discrepancies. Tamara to put on the SMC document: a reminder for riders to check their riding records and get in touch with their state registrar with any discrepancies.
 - AussieEndurance: Dorte is OK to keep monitoring the chat line.
 - EA Committee: Allow Linda Tanian access to the AERA FB page so that she can post updates, sponsors, etc.
 - Chief Stewards: Review the accreditation document. New rules to the CS for discussion has been done. Send Tom Mc to the states for a CS seminar. Tom is OK to do this. Some states may need more than one session. Send G with Tom to some of the sessions as the CS Liaison. Agenda item Nov 2015: CS review accountability for ongoing accreditation. G received an email from a state for some re-accreditation procedures for some CS. Can we do accreditation refresher courses on-line? Attendance at a CS refresher course is to be encouraged and is a part of maintaining accreditation. G is going through the accreditation procedure and changing some questions for the exam. Would also like to change the current setup where to be able to apply, you need to have done the 3 TPR rides. Thinks three provisional rides should be adequate. Better off learning other aspects of the ride, like ride secretary, etc. G will send

a new document around. Some states have a CS Liaison, some don't. It's important that the states appoint someone as a CS liaison and central point for distribution of information and keeping the information up to date.

- IVT Report: has been sent to the states for their newsletters.
- Rule Book: Steve has sourced some advertising with the help of Ruth Dixon, for which she will get 30% of the income.
- Rule H14 – Removal of Horse from Ride Base: reminder has been sent to the States and the TQ2015 Committee.
- Quilty Sponsorship: Mel and Sioux to approach the AHSA re: rug sponsorship for TQ2016.
- TQ2016: have been advised of the updated vet fee schedule.
- SAERA – Substitute Rider: Gerard has sent a reminder to all of the CS about the one horse/one rider requirement and has also spoken to Tania Drever.

8. Executive Decisions to be Ratified.

- 8.1. *That the AERA reimburse Melanie Scott for her luggage expenses to attend the July AERA meeting (Tiger Airlines, \$36, 19/7/15).*
- 8.2. *That Ieva Peters is reimbursed for the July AERA meeting expenses (Ciloms, Inv. 484451, 19/7/15, \$2,755.00).*
- 8.3. *That Tamara Atkinson is reimbursed for meeting expenses (Aldi, 17/7/15, \$76.33).*
- 8.4. *That the AERA pay Sonja Ruprecht her Insurance Officer Honorarium (April – June 2015, 2/8/15, \$808.71).*
- 8.5. *That the AERA pay Brad Dillon his Webmaster Honorarium (June, \$120).*
- 8.6. *That the AERA reimburse Tom McCormack for cost to transport the TQ Cup to Longreach (Pack and Send, 11/6/15, Inv. 14851G, \$433.84).*
- 8.7. *That the AERA pay Peter Johnson (Inv. 508, 31/7/15, \$643.50) for work to AeraSpace.*
- 8.8. *That the AERA pay Hot Air Conferencing (Inv. 459790, 3/8/15, \$556.38) for teleconference facilities.*
- 8.9. *That the AERA reimburse Brad Dillon for airfare to attend the July AERA meeting (Jetstar, 2/6/15, \$275.45).*
- 8.10. *That the AERA pay Hot Air Conferencing (Inv. 459790, 3/8/15, \$556.38) for teleconference facilities.*
- 8.11. *That the AERA pay Cathy Herve for processing track marking orders (4/8/15, \$263.70).*
- 8.12. *That the AERA pay Jo Bailey for Distance Register and National Point score services (June \$404.88, July \$404.88).*
- 8.13. *That the AERA reimburse Deb Watson for airfares (Trent Huxtable \$476.99, Jessica Aistrope \$517.10).*
- 8.14. *That the AERA pay Deb Watson for her bookkeeping services (Inv. 1044, 11/8/15, \$591.94).*
- 8.15. *That the AERA pay Peter Johnson (Inv. 513, 31/8/15, \$2,697.75) for work to AeraSpace.*
- 8.16. *That the AERA pay Hot Air Conferencing (Inv. 466883, 2/9/15, \$368.61) for teleconference facilities.*
- 8.17. *That the AERA pay Deb Watson for her bookkeeping services (Inv. 1048, 7/9/15, \$426.21).*
- 8.18. *That the AERA pay Peter Johnson for server hosting Oct-Dec 2015 (Inv. 505, 14/9/15, \$528.00).*
- 8.19. *That Mark Dunn (Tasmania) is approved as AERA Chief Steward, 14/9/15.*
- 8.20. *That the AERA pay Hot Air Conferencing (Inv. 474779, 5/10/15, \$281.99) for teleconference facilities.*
- 8.21. *That the AERA pay Peter Johnson (Inv. 516, 1/10/15, \$2,549.25) for work to AeraSpace.*
- 8.22. *That the AERA pay Peter Johnson (Inv. 518, 13/10/15, \$105.55) for work to AeraSpace (ETS).*
- 8.23. *That the AERA pay Deb Watson for her bookkeeping services (Inv. 1054, 14/10/15, \$639.31).*
- 8.24. *That the AERA reimburse the TQ2015 Celebration Committee for expenses (Denise Trollope - \$341.64, Barb Macdonald - \$341.31, Gil Stevenson - \$298.62).*
- 8.25. *That the AERA reimburse Deb Jewell for her airfare expenses to attend the November 2015 meeting (Qantas, \$658.00).*
- 8.26. *That the AERA reimburse Deb Watson for airfares for Melanie Scott (\$374.00) and Jessica Aistrope (\$233.40).*
- 8.27. *That the AERA pay Deb Watson for her bookkeeping services (Inv. 1056, 4/11/15, \$591.94).*
- 8.28. *That the AERA pay Peter Johnson (Inv. 521, 31/10/15, \$1,212.75) for work to AeraSpace.*

8.29. That the AERA pay Hot Air Conferencing (Inv. 481544, 3/11/15, \$213.93) for teleconference facilities.

Motion 2015/11/03. Moved: Tamara Atkinson/Deb Jewell.
That the Executive Decisions are ratified.
Carried.

9. President's Report.

This report has by necessity become brief. I am one of the late reports Ieva talks about.

That said some of the reason this happens is we are all guilty of leaving all our tasks until the last weeks before the meeting and many of those things come back to the president.

The Quilty 2015 wash up has nearly drawn to a conclusion. Again everything has taken longer than intended or envisioned. Final accounts have been settled between AERA, NSWERA, TQ15 and the celebration subcommittee. The coffee table book is finally at the printers and the extra buckles should be on the way to Australia (thanks Brad Dillon for taking on management of communication with expectant buckle holders). Hopefully many of you saw the write up in Outback Magazine, it was a different story to that normally seen and cast our sport in an excellent light, as did the whole event. Many who did not make it to Del Rio have commented that they now feel they really missed and occasion. Thank you to all who made this event possible.

Monday night phone conferences have become the norm for Tom McC, Steve Swan, Dick Collyer, Pat Hodgetts, Gertraud Norton and myself as we have hashed and re-hashed the AERA Handbook. Thank you to all who have given valuable feedback. The document is out for comment again now and Steve Swan will discuss "printing" options elsewhere. This same group have vowed to power on and make 2016 the year of the constitution, the intention being to push on to make AERA a company limited by guarantee. Please refer to past minutes for lengthy records of what this may mean.

The reconstituted Biosecurity subcommittee has used the almost complete work of the previous group and got together a recommendation which is elsewhere in the agenda for consideration. Thank you Chris Nicholls, Luke Annetts and Simon Bain for the lion share of the work. The most contentious part of this process has been agreeing on an endemic area for HEV and the consequent temperature logs and vet hospital set up requirements. The subcommittee hopes this table will adopt this document and recommend it be included in the AERA handbook. Whilst the subcommittee has reinforced the AERA previous policy, which suggests vaccination is the best form of protection against HEV, biosecurity is more than HEV. Current WH&S legislation in Qld has led to the NVP raising mandatory HEV vaccination again, to be discussed elsewhere in this agenda.

A SAERA member has signed a confidentiality agreement and is in the process of seeking quotes for our insurance on a three year basis. Nick Egan works in insurance himself. He has sought "quotes". The process closes on November 6 and Nick has undertaken to have some recommendations for committee consideration at this meeting.

EA and FEI- as noted by Ieva in emails, the current EA agreement expires in October 2016. We need to consider now what type of relationship we require going forward. I will have a meeting with a representative of EA on the Thursday prior to our meeting and in particular will discuss the implementation of their mandatory rest periods on Australian registered FEI endurance horses as we have had some contention over that in the last four months. I am advised more than one person has expressed an interest in representing Australia at the FEI WEC in Dubai in 2016. We need to be clear that if Australia is to be represented at FEI World Championships AERA needs to maintain a relationship with EA. Some thought should be given to the nature of that relationship. Please discuss with your SMCs in view of the current agreement.

This table needs to think of succession planning. It is not enough to just turn up at the meeting. There are tasks to be completed between meetings and preferably not in the last two weeks leading up to meetings. We need to consider portfolios like sponsorship, secretary and treasurer. SMCs need to consider who they send to the AERA and what that person can contribute.

Melanie Scott

Discussion:

SAERA AGM was held last week. Mel is no longer the President but still on the SMC. Mel and Jess will stay as delegates. Mel is OK to stand as AERA President next year and would like to see the constitution done for next year.

10. State Reports.

10.1 NSW Report.

The NSWERA AGM will be held on the 6th February 2016 at the Windsor RSL. There are 5 positions up for election this year, 3 permanent vacancies and 2 casual vacancies that came about due to the resignations of 2 SMC members midterm.

It is heartening to see that the number of members has increased in 2015 by nearly 50 and we now have the opportunity to build on this very positive trend of the back of an extremely successful Tom Quilty.

The NSW 2015 State Championships were held in October at Williams Valley property of AERA vice President Brad Dillon and is generally considered to have been the best run State Championship ever. The eventual winner was Talea Hasko Stewart with back to back wins on her horse Blakes Heaven Bombora, this was after the unfortunate disqualification of Queensland rider Mathew Gadsby for failing to make weight at the end of the ride.

The inaugural Teams Challenge Cup was contested at the State Championships and was very well received. NSW has won the cup with all 5 members of the team completing, justifying their selection. Queensland also sent a team to represent them, which was fantastic, given the relatively short notice, however most of their team failed to finish. The SMC want to make the Teams Challenge Cup an annual event that will be contested at the current holders State Championships – NSW will host this event again in 2016 – the selection process will begin in earnest in early 2016 and invitations will go out to all States to send a team. Selection criteria and the selection process will be announced soon.

Zones in NSW are looking healthy and revitalized with Zone 5 on the South Coast having a new committee, Zone delegate, and a number of events in the planning stages for next year. Zone 6 is looking strong and viable with an active committee, a great State Championships just completed and a number on rides planned for next year. Zone 1 already has 4 rides booked for 2016 with 2 more in the planning stages and Zones 2 & 4 have rides booked and more in the planning stages with the possibility of some on favourites coming back onto the calendar

Greg Moore
President NSWERA

Discussion:

Teams Challenge Cup: any state nominated team is eligible. Format for the event is a bit confusing and is being sorted. QERA State Champs are in NSW next year. NSW AGM is 6 February.

10.2 Queensland Report.

Not received. Moved to Late Reports.

10.3 Victorian Report.

Our president, Simon Thomas, with secretary Bronwyn Cuthbertson and others are actively working on a new VERA website, which will include website pre-noms, and paying via EFTPOS. We should have live access by December 2015.

We have also been actively trying to raise money for VERA, to go back into building up the sport of endurance. Currently we have a raffle, which is getting drawn at our AGM in January 2016. The first major prize is a Campbell Float. Ticket sales have been great, so far it looks to be a successful initiative. The 2016 calendar is now up, with rides starting from March.

From a TQ16 point of view - we are looking for some national guidance for the event biosecurity. There is so much chatter and conjecture. Helen Spencer is looking to put some suggestions together but may not get these done until the week before the meeting. We are not getting much from Narelle at present; she is very difficult to pin down, so Helen is going to get the ball rolling.

Tamara Atkinson

Discussion:

Tamara has brought along some raffle tickets for sale. AGM is 16th January. VERA has a new website. Payments can be done electronically.

10.4 South Australian Report.

Since last report we have had a few new rides on the calendar and revived a few old ones. We had a good team of horses and riders that headed over to the Shahzada with most coming away with great success stories despite the less than desirable weather.

Over the long weekend in October we had our State Championships held from Kuitpo, situated adjacent to the forest. Feedback on course was that it was a true championship ride with the third leg proving to have some significant hill climbs. Overall a great success and a trial course for plan A Quilty option.

SA members are enthusiastic about hosting the 2017 Quilty, we are currently filling committee positions, this will be led by Jean Sims whom led SA in 2011. We hope that promising new possibilities will encourage people to join the committee.

SA has no more rides for the remainder of the year but 2016 calendar is fast filling up with lots of new rides in exciting locations. We have everything from Riverland, Barossa Valley, Fleurieu Peninsula, Flinders Rangers and much more. Onwards and upwards for little old SA!

Jessica Aistroke

10.5 Western Australian Report.

WAERA has also had a change of leadership in the latter part of this year, with the resignation of our President Brian Pullin for personal reasons effective immediately. With the support of the State Management Committee I have taken the reins of President for the rest of the year and Deb Ryan is the Vice President.

Well what a year WAERA has had. The beginning saw a few quick changes to the ride calendar. The traditional WAERA Easter Marathon was run at our Ride base at Collie with introduction of a new ride, the Micro Marathon, 3 x 20km's. It was a resounding success, and so popular we will be holding it again in 2016....

All rides seem to be going along fine and we are trying to get outside organisations to take on the running of some rides to take the pressure of the WAERA committee. Not an easy task.

The State Champs has been run and won and a huge thanks goes out to all the volunteers that helped make it a success, made easier also with the inclusion of the SES manning check points for us, taking the pressure of the dwindling vollies. The SES are very keen to keep helping out at further rides, so this is going to take the pressure of ride organisers.

The 2015 TQ was a great success I hear from all reports. Congrats must go to the only WA rider that got through the tough course, and commiserations to those that made the journey and missed out on the elusive buckle. There's always 2016 Vic TQ and I hear there are a few planning to make the trip over.

WAERA have planning on having a CS meeting to bring every one up to speed with the new rule book to make running rides a little less stressful.

Lots of planning on the table for 2016, 2 new rides are on the Calendar. So here's hoping it's a successful year...

Kind regards

*Deb Jewell
WAERA President.*

Discussion:

WAERA AGM 6th December.

10.6 Tasmanian Report.

Endurance riding in Tasmania is continuing to rise in popularity and participation at all levels of competition and introductory rides. The outstanding success of the TEERA members and their horses at the Victorian Championships has further stamped our reputation as having the strength and willpower to succeed.

Trenton and G worked together to bring a Southern Cross Challenge event to a Tasmanian ride in September. The team of four young Queenslanders riding horses loaned by Tony Purton and the Whyllie stables showed the two Tassie teams four sets of clean hooves as all completed the course in style. Amelia Napier and Sarah Parker (who were members of the Tas team last year when the event was held in Q'ld) were selected as team captains and did an excellent job in organising and supporting the new junior team members.

The Jolly Lette ride held in August celebrated 40 years of endurance competition in Tasmania and one of original riders Shirley Clinton was on hand to assist with the presentations.

The final ride for the year will be the Tas State Championships on 27-29th November.

The venue for TQ18 has been confirmed and a committee has been formed. Expression of interest for assistance with the running of the event has been sent to all members. The local Council has approved the upgrading of certain areas at the ride base and work has commenced. I am expecting a basic submission from TQ18 regarding the facilities etc. of the region to be presented for this AERA meeting.

Kevin Brewster is in the process of setting up another website for TEERA. At the moment there is a notice on usual website with details.

Although the number of members and horses continues to rise we are all saddened to hear of the loss of two of our all-time aged favourite horses – Middleton's Roustabout and Sarisha. I am sure they followed the arrows up the golden staircase.

Pat Hodgetts

Discussion:

Is TEERA keeping up with the EWS points system? There are a couple of riders on very high points - some on 70 points. TEERA has addressed this matter at SMC level. Horse and rider are on a rest order until early February 2016.

11. Financial Report.

Financial Reports sent separately as PDF files.

- P & L: we are over the deficit hump due to the purchase of the buckles. Thanks to NSWERA and TEERA for the loans. They have now been repaid, with interest. TQ15 has been paid.
- State Vets and CS needs to be sent to the states for expenses. Need to put a time frame around vets and chief stewards asking for reimbursement – 14 or 21 days to get their accounts in, or they lose it.
- We made a loss on the Quilty.
- Deb is OK to finish up early so that somebody else can pick up the job for the 1st January 2016. PD needs to be updated. Steve will have a look at the document. Can advertise now, if we want to. Tom McCormack would be able to assist at the beginning of the year if we haven't found anyone to fill the position.
- New contract for the bookkeeper's position to cease at the end of the calendar year. New bookkeeper to provide their own computer and software.
- Quilty buckles will be posted to each person. Will cost around \$500 to AERA. Thanks to Steve and Brad for finishing off the process.

Motion 2015/11/04. Moved: Brad Dillon/Pat Hodgetts.

A vote of thanks to Deb Watson for all of her hard work as the AERA Bookkeeper.

Carried.

- Ieva to write a thank you to Deb Watson.

11.1 Treasurer's Report.

At the time of writing I have not seen the latest MYOB reports, however generally I can tell you that we are in a much better state than we were in at the time of the July meeting.

TQ15

All of our income from TQ15 has been receipted, and all our expenses regarding the event, except for the balance owing on the late order buckles, and the printing of the Coffee Table Book, have been paid.

Buckles - based on the current exchange rate of AU\$ to US\$, there will probably be another \$9.5K to pay on the buckles, and the postage will cost another \$1K +. The buckles should have arrived by the meeting, and may even have been posted out by then.

Coffee Table Book – the Exec have decided to print 200 copies of the book. This will cover the 163 copies that have been ordered and paid for, leaving 37 for future sales and use as awards.

The costs are \$13,786.00 (printing) + \$4,200 (graphic design) + \$3,260 (postage) = \$21,246.00

This will mean a temporary loss of \$1686, over the money raised through sales - \$19,560.00.

Of the 37 remaining, the sale of a further 12 will put us into profit, so a great outcome.

The Celebratory committee, and especially Lou McCormack, who must have put many, many hours into compiling the huge amount of material, are to be congratulated for the excellent job they have done with the book. There is a lot of history in there, with a lot of great photos, and I'm sure that in not too long a time it will become a collector's item. AERA will retain a digital, print ready version for future use.

Income

The income from TQ15, especially from the buckles sold, has enabled us to repay, with thanks and appreciation, our two loans, from NSWERA and TEERA. For two months now we have been operating in the black. It became apparent not long after that happened that we were still somewhat down on our normal income compared to last year, and after researching that, it was found that no membership affiliation fee invoices had been sent out to any divisions at all this year.

These invoices, for the year to date, till the end of the third quarter, were sent out some weeks ago, and I'm sure initially were a shock to the recipients. Subsequently it was found that some of the maths behind the invoices was questionable (see AeraSpace report), so revised invoices were sent, purposefully made to be lower than what is most likely actual. We will square all accounts up with the final quarter invoices which will go out in the new year.

I find the quarterly issuing of these invoices an odd phenomenon, and would like to see them issued monthly, in line with all other invoicing that we do to the divisions. This will not change of course the total that are paid by the divisions for the year, but will spread the load into more increments. I would like to move a motion to that regard at this meeting.

When all that income comes in from the divisions, and after the above mentioned expenses are paid, we should be left with about \$40K in the bank, not counting the printing (below).

New Rulebook

At the July meeting we informally agreed to print the new rulebook, and since then the Executive has supported that stance. AERA has printed a rulebook every 2 years previously, but with the advent of digital publishing, it has been mooted that this rulebook print will be our last, with future updates being available only on-line, for people to download and print themselves, as needed.

I have toyed with the idea of printing unbound pages, that would be then kept in a ring folder. Initially I had thought that AERA would provide the folder too, but we could leave it that the member supplied that themselves, if they wanted one. The principle behind this method was that future rule changes could be easily inserted into its correct place in the rules.

Currently, a QERA member, Ruth Dixon, who used to sell newspaper advertising, and is currently successfully sourcing the ads for Endurance magazine, is actively raising ad revenue for us, on a 70% AERA: 30% Ruth basis. I will have an update on how much she has raised for the meeting.

The new Rulebook will consist of different sections –

S1	General Rules	44 pages in A4
S2	Complimentary Competition Rules	5 pages in A4
S3	Equine Anti-Doping & Controlled Medication Rules	28 pages in A4
S4	Veterinary Rules	7 pages in A4
S5	Risk Management Rules	wip
S6	Social Media Engagement Rules	4 pages in A4

It would be best to print all the sections, thereby providing all parties with all the information needed to be able to compete in, officiate at or manage our sport. It is most likely that the total page count of the above sections

will be around 115 x A4 pages, and we are aiming to have 8 internal pages, plus the inside and outside back covers, as advertising, so in total about 128 pages A4 including covers.

Reducing the size to A5, similar to the current rulebook, will increase the page numbers to somewhere just over 200.

We need to decide finally –

Do we print, or just publish digitally?

Do we publish in A4 or A5?

Do we print a stapled book, same as current rulebook?

Do we print a loose, hole punched, set of pages that can be inserted into a ring folder?

Do we supply the ring folder?

Voting Proportionality for AERA Meetings

At the July meeting it was asked how the registration of votes for the AERA meetings occurred. With the first incarnation of the AERA, to vote you had to have a Quilty buckle. With the current constitution, the standard has been that to be counted in the proportional voting numbers you had to be actively involved in the sport as a rider.

This concept was further ratified at the March 2012 meeting –

Registration of Votes

The allocation of voting rights was discussed. It was decided in 2011 to use the methodology provided by Roy. The general feeling was that we should allocate votes on members that the States pay affiliation fees for, which includes juniors.

Moved Katrina Westerhoff/Liz Rutherford

That all previous motions relating to voting rights are rescinded, and that the proportional voting is based on the Adult and Junior Riding memberships per state.

Voting: WA – yes, Qld – yes, Vic – yes, SA – yes. Tas – yes, NSW – yes. **Motion carried.**

It was noted that the States have been charged for meeting costs on a basis different to the proportional voting..

Personally I favour the continuation of this principle, to have proportion voting based up the number of active member riders in each division – Adult, Junior, Full or Intermediate.

Other

Deb Watson's current contract with us runs through to next year's AGM, and she has indicated to me that she will not re-tender for the position. Also, I find it poor timing that the contract currency is not in line with our financial year, which is Jan 1 to Dec 31. I have not spoken to Deb about this as yet, but I would see it as being advantageous for us to align these periods, and in future have our bookkeeper be contracted from Jan to Dec. That way that person will be dealing with a full year's records, and not coming on or leaving half way through. We will be beginning a new bookkeeper after next year's AGM, so I would recommend that from Dec 31st, Deb finish off our books for 2015, and then continue, in regards to those 2015 books, in dealing with the auditors and preparing them for the AGM, but that she not begin work on the 2016 records. Whilst we will not have a new bookkeeper till after we have advertised for someone, then interviewed and accepted a new incumbent, we could have a 'stand in' bookkeeper to handle our affairs in the interim. In conversation with Tom McCormack, he has indicated that he would fill that role for us for that period, on an unpaid basis. If the meeting is in agreement, I will discuss the matter with Deb. It would be best if we advertise for the new bookkeeper so that we have enough time to have someone ready to start as early into the new financial / calendar year as possible.

Steve Swan

Discussion:

- Coffee Table Book: Needs to be available for Xmas, if possible. Ad to go on the website and FB. \$180 including postage. Steve would like to see letters/certificates sent to the celebratory committee. For AGMs. We will keep a digital copy so that we can re-print at any time.

- Income: Steve would like to see us change to monthly invoices. As of 1/1/2016 AERA membership affiliation invoices will be sent monthly, rather than quarterly.
- Rule Book: Do we print, or just publish digitally? Agreed to print a new version in 2016. Digitally after that, digital.
Do we publish in A4 or A5? A5
Do we print a stapled book, same as current rulebook? Stapled, same as current.
Do we print a loose, hole punched, set of pages that can be inserted into a ring folder? No.
Do we supply the ring folder? No.
Around 150 A5 pages. S1 and S4 to be printed, rest available on the website. Currently sold 7 pages of advertising. Do we want to sell some more? Yes, 2 more pages. People without computers will have to organise to get a rule book digitally. Pay Ruth when she supplies a tax invoice and the money is in.
- Affiliation fees: A couple of meetings ago, Steve tabled a budget. Talked about a slight increase then. Rider Levy to increase to \$1.50 plus GST, and affiliation fees to go up by \$1, plus the cost of insurance. Perhaps just increase the rider levy (user pays) and leave the affiliation fee as is. Up to the divisions about how they pass this increase on.
- Legal fees: for the upcoming constitution should also be taken into consideration. Jack is pleased with the way that NSWERA members understand the breakdown of membership fees. Some members think all of the money goes to AeraSpace, which they don't see as functioning well. Fee increases were rejected by the SMC. AERA have increases, including honorariums, costs will always go up. We can't not increase our income from time-to-time. Increases must be done in a fair manner. We don't have a big surplus every year. Jack is concerned that at the other end of the spectrum we have a sport that is in decline. Mel: every organised sport that requires a lot of time is on the decline, so people choose to do something else instead. Social riders and trainers are increasing, endurance riders aren't. This table has very few sources of income. Turn it into a stream instead of a lump sum. A small Quilty with low completion rate is not good for the AERA income (like 2014). It was decided that to not increase the affiliation fee and increase the rider entry levy by a small amount.

Motion 2015/11/05. Moved: Trent Huxtable/Steve Swan.

That the AERA increase the rider entry levy from \$1.00 inc GST, to \$2.00 inc GST to commence 1st January 2016.

Vic – yes, Tas – yes, WA – yes, SA – yes, NSW – yes, Qld – yes. Carried.

Trent wants it minuted that AERA needs to source other sources of income. Perhaps revenue income via advertising on the website, Facebook and AeraSpace.

G: frequent flyer points? Steve will check this out.

Mel: we need to decide what kind of cut Ruth (and others) get from raising income.

SS: originally, the jobs were done by people around the table. Doesn't happen so much. Need people with the proper skills. Be nice if we had someone at this table that was great at finding sponsorship.

Motion 2015/11/06. Moved: Steve Swan/Deb Jewell.

That the Treasurer's report is accepted.

Carried.

12.2 Bookkeeper's Report.

General Account Balance	\$19,736.57
General Investment Balance	\$23,217.46

Due to the loss of the AERA laptop, I am still reconstructing what went missing. At this point the States have not yet been invoiced for the TQ15 expenses.

The loans have been repaid to both NSW and Tasmania together with the interest due.

The extra TQ15 buckles should be heading to us soon. As at 27 October they were to be shipped within a week. There should be plenty of stock for the Quilty next year, including places and team badges.

Most items in stock at a reasonable level, however will need to reorder Logbooks for the new year.

The large amounts outstanding by the states is due to my error. I had omitted to invoice the states for their affiliation fees which has now been done to 30 September.

Need to decide what to do regarding MYOB. I have not done anything yet as it may be up to the new bookkeeper to decide what is best. Just need to understand that it will need to be done after hand over in March, 2016.

Deb Watson

Discussion:

Deb had the AERA laptop stolen during a break in at her home. Deb had her own laptop under her own insurance. AERA doesn't have a Treasurer's laptop any more. Bookkeeper can provide computer/laptop in the future.

12.3 Logbooks.

From: TR McCormack [mailto:trmccormack@iinet.net.au]

Sent: Tuesday, 18 August 2015 9:40 AM

To: Steve Swan

Cc: 'Melanie Scott'

Subject: Logbook Change - "Overall" to "Result"

Hi Steve

Are you OK to ensure the Logbook change as discussed on the next re-print as I am not sure who will co-ordinate it?

Cheers, Tom

Discussion:

Last column in the metabolics section will be changed from "overall" to "result". Will be graded A to D.

12.3.1 Logbook Stock Numbers.

To be ordered next year.

12.3.2 Review Honorariums.

Annual November meeting (minimum 2.5% or CPI) increase. Current CPI is 1.5%. All honorariums to rise by 2.5%. Steve will advise the recipients.

13. National Membership/Ride Entry Statistics.

Moved to late items.

14. Portfolio Reports.**14.1 AERA Registrar Report.****14.1.1 Portfolio Review.****14.2 Webmaster Report.**

- Brad has been having discussions with Angus about upgrading the website. Needs to be upgraded for mobile devices. The process is at the moment, it will go on the back of the current site and Angus play around with it. Brad showed the work that has been done up to date. Still has the navigation bar on the left hand side. Brad will work with Angus to get it up and going. Brad to ask Angus about how he wants to do this, and supply him the names of the people that are to send him information. Go live date would be before Christmas.
- AeraSpace also needs to be spruced up, perhaps some pictures. Perhaps Angus and Peter can get together with Steve and work out how we want it to look.
- WIP is OK for storage purposes.
- AeraSpace – would have to get access through the AERA site. Would encourage people to visit the website.

14.3 Insurance Report.

- Report/summary from Nick Egan was tabled. Nick is a SAERA member who has worked in the insurance industry.

- PA – is there a risk that NMGW goes back to the insurer, and they refuse the opt in/out insurance. Needs to be asked as it was a major win to have this variable available to our members.
- 24/7 cover is one of the biggest advantages and also has the most claims.
- Cyber Liability – the information that is in AeraSpace does not include bank account details. Steve to speak to Peter Johnson about how robust AeraSpace is to being hacked.
- Vets voluntary cover needs to be clarified. Need to clarify the payment to vets, we're really giving them an attendance fee as it's a fraction of what they would get paid normally.
- Mel to get some clarifications and send the information out.

14.4 National Veterinary Panel.

From: [Anne Barnes](#)

Sent: Tuesday, November 03, 2015 10:56 AM

To: '[Melanie Scott](#)'; '[Pat Hodgetts \(pat.hodgetts@gmail.com\)](#)'; '[Steve Swan](#)'; '[brad_dillon@bigpond.com](#)'; '[ieva.peters@bigpond.com](#)'

Cc: [ozendurovet@yahoogroups.com](#)

Subject: Hendra vaccination

Dear AERA executive, and Ozendurovets

Please find attached a document outlining the requirement for Hendra vaccination for endurance horses in Australia, with some explanation around the development of this requirement. As I am sure you are aware, the workplace health and safety situation is forcing our hand on this issue. If you require further explanation or reference on any of the matters, please ask.

Given the intricacies of the AERA constitution and voting powers, please be aware that this is submitted as a requirement, not a motion.

Regards

Anne

Dr Anne Barnes

Hendra vaccination of horses is considered by all veterinary professional bodies and government departments to be the best means of preventing infection of horses and therefore the best method to prevent spread of Hendra infection from horses to humans. The only reports of human Hendra virus link the disease to infection from horses.

Legal action under workplace health and safety indicates that veterinarians must consider that any horse in a region where it could be exposed to Hendra virus may be infected, and requires veterinarians to take action to protect themselves and any other persons involved with that horse. This includes the wearing of personal protection equipment by all personnel, very limited or no invasive treatments because of risk of exposure to body fluids, and quarantine measures including movement restrictions. The legal action also means that many veterinary practices are now only attending Hendra vaccinated horses, and this means that veterinarians from those practices must follow their practice guidelines and cannot attend to a sick, unvaccinated horse from a risk area. The legislation includes criminal charges, large fines and potential prison terms for those who do not follow the guidelines exactly.

It is not possible for unvaccinated horses from Hendra areas to be provided at endurance rides with the level of veterinary treatment that also conforms with WHS requirements. Therefore, it is essential to revisit the mandating of vaccination for horses which may be exposed to Hendra virus. Unvaccinated horses from Hendra risk areas cannot receive invasive treatment at endurance rides, nor can the veterinarians legally pass on the responsibility of treating those high risk horses to other people, even the owners. Riders who make the choice not to vaccinate therefore also are making the choice not to have their horses treated. It is unacceptable to all that a horse could become sick or require treatment at a ride and be denied that treatment. It is also asking ride organisers to take an unacceptable risk that a sick horse requiring a Hendra exclusion test would be cause for a ride to be shut down and quarantined. Therefore, the only solution is for horses from Hendra risk areas to be vaccinated.

The reported incubation time for Hendra disease is 5-16 days, with some reports suggesting up to 31 days; a generally held compromise is 20 clear days away from risk areas. It is known that bats as vectors of the disease may fly considerable distances; therefore, there is a zone around prior cases which can be considered at higher risk than further away.

The National Veterinary Panel therefore requires the following for all horses at endurance events from 1st January 2016.

Hendra vaccination is mandatory for attendance at endurance rides for all horses which have, for any time in the preceding 20 days, been within 300 km of any previous case of Hendra disease, or which have had contact in that time with unvaccinated horses that have been in those areas for any time in the preceding 20 days.

Discussion:

Need a better communication between the NVP and this table. Need a report from the head of the NVP. Hendra vaccination is not going to become mandatory any time soon, and we need to be able to work with vets to ensure we are doing the best we can. First pre-ride vet examination is also a health check. If a horse gets into trouble at an endurance event and needs treatment it is as a direct result of the competition. Horse Health Dec and pre-ride check says that the horse is in good condition/health for the following 24 hours (at least) and safe to assume issues that arise are from their ride and not from other issues. Endurance horses do not co-habit, not in the same yards. There is also considerable distance between the campsites. Above demand from the NVP: in principle the AERA has adopted the on-going biosecurity documents. In due course, when they are finalised, they will be sent a copy. We understand the concerns and are working toward. Mel will write to the NVP. FNQ have been having trouble getting vets. At one stage they had mandatory vaccination. Changed back as the people who voted it in weren't members. Horses are all vaccinated anyway.

14.4.1 Vet Fees 2016.

Annual November meeting (minimum 2.5% or CPI).

Vet Fees 2015:

80 km ride \$615 + GST

120 km ride \$690 + GST

160 km ride \$860 + GST

Marathon \$446 + GST per day

Non accredited vets will be paid 75% of the accredited vet fee.

Vets may only be paid the GST providing that they supply a tax invoice.

That the 2016 recommended vet fees are as follows (increased by 2.5%):

80 km ride \$630 + GST

120 km ride \$707 + GST

160 km ride \$881 + GST

Marathon \$457 + GST per day

Non accredited vets will be paid 75% of the accredited vet fee.

Vets may only be paid the GST providing that they supply a tax invoice.

leva to advise the states.

14.5 Hendra Virus.

14.5.1 Biosecurity Committee.

AERA Biosecurity Statement document and Hendra (Qld) map sent separately.

Discussion:

Simon Bain attended the meeting on Saturday.

The biosecurity Statement document was formed by Chris Nichols, Melanie Scott, Luke Annetts (vet) and Simon Bain (vet) and has been a lengthy process throughout. Simon sees this document as absolutely necessary, especially following the directives from the NVP. TB and racing industry are virtually silent on Hendra. About 400 horse sports didn't go for mandatory vaccination. We've got a stronger approach than any other equestrian sport as our TPRs and vets handle the horses, with the highest risk being for treating horses. Three Qld vets are currently being prosecuted by OH & S. The

source of the material for our document includes the TQ2015. Some of the EI stuff has also been included in the document. We are very dependent on temperature logs. Hospital and isolation management still needs to be addressed. Narelle Cribb has written to the TQ16 committee, but this letter hasn't been sent to the AERA. Narelle Cribb may refuse to be the TQ16 vet. Tamara addressed some of the terminology involved in the document. She will email her suggestions to Simon. Historically, there has never been a Hendra case involving an endurance event or endurance horses. We must be prepared and seen to be doing the right thing.

Sioux: as a ride organiser, how am I able to check that a horse from interstate has been to a Hendra area? If they come from a zone within a certain number of days, they can do a 10-day temperature log, instead of a three-day temperature log. Need to let your members know what will be required in this instance. Can also check on the Zoetis site for vaccination status. Been a lot of discussion about the practicalities and procedures. We are relying on people's honesty. It is everyone's responsibility and should probably go into the rule book.

Pat suggested a national entry form? TEERA form has a question at the bottom about horses coming from outside of Tasmania.

Jack: if you adopt this paper, what is the expectation? What does AERA have the power to do? If you don't put something in the rules, how can you enforce it. This should go in the rule book.

Simon: how about each state adopt this.

Jack: if AERA steps outside its powers, it needs to have the states adopt it and then it would be constitutional.

Steve: horse health declaration forms - there isn't one there for vaccinated from Hendra risk zones. NSW and Qld seem OK with the document.

Steve: QERA have decided to change the biosecurity measures from next year to 5-day log and ramp up the hospital requirements. 10-day log should be doable.

Jack: if you stick to the 10-day temperature log, you're not going to have the hurdles because you're just expanding on what is acceptable.

NVP hasn't been involved, but the draft document has been sent to them.

Trent: is a three-day log enough to capture other diseases? Simon: good question. Most important one is herpes virus is 2-8 days. So, it's not capturing the total incubation period. Not aware of any incidents at rides.

Steve would like to see more about the treatments and the hospitals. 10 day is new, but is probably necessary in Qld. Biosecurity Qld say that what QERA are currently doing is fantastic. Best of any equine organisation. Only problem would be communal water troughs.

Mel: we will do a tidy up with the document and send it to the states for adoption. Nothing stopping states implementing temperature logs. Stage 2 is the hospital and treatments.

Jack: still thinks it's possible to include this in the rule book.

Pat: can go in the handbook as part of a section.

Ieva: we can include it in the new rule book as a reference to the website as the document changes from time to time.

Response to the subcommittee would be: make the few small changes and adopt the document as part one. Agree in principle to the document. Make the changes and can do a teleconference to accept the document once it has been updated.

Pat: new rule book has a statement, A1.2: *"The AERA Inc. rules and procedures contained in this Members Handbook define ride standards and controls that must be followed when conducting affiliated endurance riding in Australia."* Already has the means to incorporate it in our rule book as part of the risk management rules.

Steve: take it back to our SMCs and encourage them to make the appropriate action for your state.

The states are going to discuss the document and it will be included in the rule book next year. 3 day logs and 10 day logs. Each state and RO to use the document. It is a risk management procedure that must be adopted by this table. To go on the AERA and state websites. Mel to talk with the NVP about this.

14.6 Aussie Endurance Chatlist.

Nothing to report, a few new members have joined, all is quiet and the chat runs smoothly.

Dorte Colja. Continue until further notice.

14.8 Media and Publicity.

14.8.1 Facebook.

14.9 Equestrian Australia - Endurance Committee.

14.9.1 AERA/EA Agreement.

Signed 28/10/2013.

TERMS OF AFFILIATION

**Equestrian Australia
And the
Australian Endurance Riders Association Inc.**

PREAMBLE

1. *Equestrian Australia ("EA") is the National Sporting Organisation responsible for Equestrian sports in Australia and is recognised as such by the Australian Sports Commission, the Australian Olympic Committee and the International Equestrian Federation ("FEI"). By virtue of its membership of the FEI, EA, through its National Board, is responsible for the conduct of the sport of Endurance Riding in and for Australia.*
2. *The Australian Endurance Riders' Association Incorporated ("AERA") is recognised as the National Endurance Riding body in Australia, having conducted the sport under its own national rules and the FEI's rules (where applicable) since 1966.*
3. *EA and the AERA agree to the following terms upon which AERA will affiliate with EA.*

AFFILIATION FEES

1. *The affiliation fee payable by the AERA will be \$4,000 per annum in year one, \$6,000 per annum in year two and \$8,000 per annum thereafter unless otherwise negotiated at the renewal date.*
2. *The annual affiliation fee will be payable within 30 days upon invoice by EA with the initial invoice to be to the period 31 October 2014.*

TERM OF AGREEMENT

1. *This agreement will commence from the date of signing until 31 October 2016.*
2. *Negotiations for the following agreement should commence by 1 July 2016. Any proposed changes by either party should be put in writing to the other party by 1 September 2016.*

CONDUCT OF RIDES

1. *Only clubs affiliated with an AERA State division are permitted to conduct FEI endurance events in Australia, with the following exceptions:*
 - a. *EA and its state branches retain the right to run 4* Championship events such as WEG or Continental Championships and any trials for such a 4* event.*
 - b. *AERA will have the exclusivity to conduct 1*-3* Endurance events in Australia provided they conduct a minimum of seven events per calendar year. If they do not conduct the required number of events, EA National or State Branches may conduct the events.*
2. *Any Endurance event organiser or club running FEI classes must have affiliation with EA.*

HIGH PERFORMANCE PROGRAM

1. *AERA's present High Performance program will fall under EAs High Performance program and the current national program of AERA shall be disbanded.*

COACHING PROGRAM

1. *AERA's present coaching scheme will fall under the EA coach educator framework with no other coach educator framework being developed by AERA.*
2. *AERA reserves the right to conduct their own education seminars utilising people considered suitable by the AERA.*

MEMBERSHIP AND ACCREDITATION OF OFFICIALS

1. *FEI level officials will have the opportunity to participate in a full range of relevant officials' courses over a three year cycle according to the Oceania Equestrian Federation official training calendar as governed by Equestrian Australia and Equestrian New Zealand.*
2. *FEI level officials will fall under the EA structure and will have to hold applicable EA membership.*

3. *EA will be responsible for the implementation of FEI processes and procedures.*

NATIONAL ENDURANCE COMMITTEE

1. *A National Endurance Committee will be formed and conducted as per other EA national skills based committees.*
2. *The Initial Endurance Committee members (2 years) will comprise three representatives nominated by EA and two by AERA.*
3. *After two years, the National Endurance Committee would fall in line with other EA sporting committees.*
4. *The chair of the inaugural committee will be elected by EA.*

RIDERS AND HORSES

1. *From 1 October 2013, all riders competing at FEI events must hold applicable EA membership within their respective EA State. Horses must also hold appropriate FEI documentation for the particular FEI event.*
2. *AERA shall provide appropriate access to the AeraSpace database to allow EA to complete the FEI registration and issue FIE passports and recognition cards. If the access is not supplied all Endurance horses will need to hold full horse registration with EA to compete at FEI level. EA shall not use any data from AeraSpace for any other purpose then to verify the required data.*

OTHER

1. *All endurance riders, organisers and officials at FEI level will, as EA members, be subject to all FEI and EA rules including EA anti-doping and medication control policies.*
2. *AERA reserves the right to terminate the Agreement should any of the following timelines not be achieved:*
 - a. *The Endurance Committee must hold its initial meeting in person within 45 days of the signing of the Agreement and hold its second meeting (whether in person or by teleconference) within 120 days of the signing of the agreement.*
 - b. *The EA publishes on their website by the 31st December each year, a schedule of dates and venues for the continuing accreditation of FEI Endurance Officials, FEI Endurance Veterinarians and MCP officials.*
 - c. *All non "Endurance Committee" positions (Chef, Team Selectors, Team Vet, HP Manager) are appointed or reaffirmed in accordance with EA protocols within sixty days of signing the Affiliation Agreement.*
3. *In respect of Endurance riders competing at FEI level, EA will provide the following services:*
 - a) *Administration of FEI calendar for Endurance;*
 - b) *Administration of FEI draft schedules;*
 - c) *Administration of FEI event entries both overseas and within Australia;*
 - d) *Positive swabbing services for FEI affiliated events;*
 - e) *FEI registrations, Issue of FEI passports & Recognition cards;*
 - f) *International competitor's licences;*
 - g) *Education programs;*
 - h) *Education monthly newsletter;*
 - i) *Up-to-date information on the EA website for Endurance riders;*
 - j) *National Discipline Committee that amongst other tasks will be able to advise and recommend change to FEI policies and rules;*
 - k) *Facilitate letters of no objection for officials to officiate at overseas events;*
 - l) *Personal Accident Insurance program;*
 - m) *Ability to compete in official EA competition across all sports;*
 - n) *Competition licenses and record of performances;*
 - o) *Access to State calendar of events;*
 - p) *Access to development programs such as Ready Set Trot;*
 - q) *E-Newsletter;*
 - r) *Annual Awards night*
 - s) *Horse registration and associated database*

High Performance services for Endurance

The Non-Olympic High Performance Programs focus primarily on:-

1. *The development and preparation of these disciplines for the World Equestrian Games and will also target their respective World Championships.*
2. *The provision and development of selection policies across all disciplines for National Squads and National Teams.*
3. *The selection of National Squads that identify talented and potential riders, athletes for World Equestrian Games and World Championships, and consistent National Squad Selection Policies will be encouraged.*
4. *Leadership of Non-Olympic HP Programs by appointed National Performance Directors/Chefs d'Equipe for their respective discipline.*
5. *Appointment of Team Vets.*
6. *A WEG operational plan developed by the respective discipline NPD/Chef d'Equipe approved by National Committee & HPM that provides a clear outline of the campaign to prospective team members.*

Financial Support

\$15,000 per year will be provided to the Endurance Discipline to be allocated as seen appropriate by the Endurance Discipline Committee, the Endurance NPD and Chef d'Equipe in consultation with the High Performance Manager to gain maximum benefit for the Endurance Discipline.

EA will appoint a National Performance Director for Endurance (voluntary). The EA National Performance Director may claim a maximum \$1500 per annum for travel related expenses related to fulfilling their duties.

National Endurance Committee

Composition

1. *The committee is skills based and consists of five elected members, selected for their experience and skills relevant to the work of the Committee. To be able to hold office they must be an EA Member and must not be employees of the EA or one of its Branches. A National Committee member cannot continue also to be the Chair of a Branch Committee. Four members present at a meeting form a quorum.*
2. *Committee members may serve a maximum of three terms of two years each before they have to have a break of at least one year, except that on initial establishment of the Committee, members will draw for the following initial terms: Two members for a term of one year and three members for a term of two years. Each of these initial terms will count as a full term of two years for the purposes of Committee rotation.*
3. *The Committee will elect a Chair from among its members. Members should hold the position of Chair not longer than two consecutive two-year terms, after which a break of at least one year's duration should follow.*
4. *Committee members should have the following skills:*
 - a. *A thorough knowledge of the Sport of Endurance including a working knowledge of the rules*
 - b. *Administrative skills including the use of e-mail and word processing and spreadsheet applications.*
 - c. *Analytical skills.*
 - d. *The ability to think strategically.*

Elections

5. *For elections to the Committee, the following procedure is followed:*
 - a. *At least two months before the end of the term of sitting Committee members, the National Office will call for nominations from the general EA membership to fill the forthcoming vacancies.*
 - b. *Any member meeting requirements listed above may nominate or be nominated for election.*
 - c. *After the closing date for nomination, the EA Board elects the number of nominees required to fill the vacancies.*

Meetings

6. *The Committee will meet twice a year in person in accordance with an EA Board-approved operational plan and budget at locations and venues that minimise the travel, accommodation, venue and catering cost to EA.*
7. *Meetings must include the EA CEO or the CEO's representative.*

Expenses

8. *EA will pay the expenses for two committee meetings per year.*

Discussion:

Mel has been planning to meet with EA to discuss this (in Adelaide). Didn't happen. The Middle Eastern situation is not very good this year. FEI and EA think that AERA should administer the FEI rules on AERA horses re: mandatory rest periods. There were some issues with a horse that attended the Shahzada. EA agreement allows us some sort of input and control with our sport at an international level. Need to clarify the jurisdiction.

In the past, AERA have financially supported the international side of the sport. In the past, riders haven't had to be members of EA (which has now changed) and we could use out logbooks instead of having to purchase FEI passports. Perhaps EA could create an "endurance" membership which is \$20 per year?

AERA would have to create an income stream to cover the cost of the EA agreement, or find sponsorship.

Most constitutions say that the sport must be encouraged at an international level.

Need to talk to EA about reduced costs and have a professional sponsorship person.

Steve: why don't we sell the licence to someone to run FEI rides? Not likely.

EA Committee are in agreeance with us about lack of funding and difficulty in running rides.

Do we need to invest \$\$ into the sport at an international level?

We have paid one payment, but nothing since.

QERA have around \$18,000 left over from the FEI Seminar held several years ago. This is to be used to educate officials and vets. In what way are EA providing training?

Current EA Endurance Committee are: Robyn Parnell, Leanne Sample, Linda Tanian, Melinda Stevens.

14.10 Chief Stewards and TPRs.**14.10.1 Chief Stewards for Accreditation.**

Selwyn Nix (QERA) is newly accredited.

Trish Grieves (VERA) and Greg Moore (NSWERA) to do the oral exam.

Motion 2015/11/07. Moved: Gerard Bou/Melanie Scott.

That Selwyn Nix (NSWERA) is accepted as an accredited AERA Chief Steward.

Carried.

14.10.2 Chief Stewards eNewsletter.

Remove from the agenda. G will replace this with other methods of communication.

14.10.3 Chief Stewards review - accountability for ongoing accreditation.

Already covered (earlier). As previously discussed, ongoing matters would be to attend a refresher session of the rule book in 2016. Tom and G will put together a format.

14.11 Veterinarians/Treatment Veterinarians for Accreditation.

Darien Feary BVSc, MS, DACVIM, DACVECC from Manly Vale, Sydney, NSW completed the vet accreditation course held by Steve Roberts in 2011 (confirmed with Steve) and has attended five rides since. NSWERA would like to put her forward for AERA accreditation.

Motion 2015/11/08. Moved: Melanie Scott/Brad Dillon.

Motion: that Darien Feary is accepted as an AERA Accredited Veterinarian.

Moved: Melanie Scott/Brad Dillon. Carried.

14.11.1 Vetting DVD.

Ongoing.

14.12 Horse Welfare & Invasive Treatments.

I am in the process of compiling the data into the spreadsheet format. Still waiting on some incomplete cases. All state horse welfare officers (except Q'ld) are now forwarding the paperwork on a regular basis. Once the last few rides have been held then it shouldn't take much work to complete the summary for 2015.

I have been advised of a horse death due to gut torsion at the Victorian Championships. The horse was treated at the ride base and referred to an equine hospital for surgery. Once the extent of the problem was diagnosed the owners opted not to go ahead with surgery and the horse was euthanized.

I would like the opportunity to discuss the logbook records for this horse.

Pat Hodgetts

Discussion:

Three catastrophes this year. VERA State Champs catastrophe: the horse had done 22 rides, only got through 3 without a B or C for gut sounds. Pattern here that wasn't observed. Early vetting was used. Only three rides that did not have a comment about the gut sounds. Because of early vetting, we don't know when they presented to the vet ring. Were the gut sounds a problem after 30 minutes? Should we record the actual vet time for the early vetting? Arrival and max. vet time could be still put in, with enough room for two lines, and to include the present time. AeraSpace can do this. Electronic timing will also fix this. Still needs to go in the book. If there is a consistent issue with gut sounds, the vet could also ask for a represent to keep an eye on things.

14.13 Medication Control.

Can NSW and Tasmania please use the proper order form when a requesting kits, it is much simpler to get the order through fast if all the details are filled in on the form.

The same states need to return the swabbing report to me after an event, so AERA can be kept up to date on how many actual swabs are done.

Can the AERA CS Liaison person, Gerard, please notify all CS's that the only involvement a CS has when it comes to swabbing, is to select the random way in which horses are chosen for swabbing. In a few cases

CS's have involved themselves in the swabbing procedure, this should not happen. Once the selection of horses has been made, the CS's involvement ends and the Swabbing Steward takes control of procedures.

Attached are Kit order and swabbing report forms.

The list below sets out kit orders and use up to Nov 4th 2015

Dorte Colja

State	Ordered by	Swabbing Steward	Date	Event	kits ordered	Total number of samples sent to Lab
NSW	Tony Warren	Denise Trollope	9/04/2015	Harden 160	6	No report received yet
NSW	Tony Warren	Marylou Locke	22/05/2015	Tom Quilty 2015	16	16
Vic	Damian Noseda	Damian Noseda	10/06/2015	Ararat,	6	3
Qld	Michael Shaw	Bronwyn Hew		Lake Manchester	5	5
Qld	Dorte Colja	Dorte Colja	1/09/2015	Kilkivan	5	4
NSW	Tony Warren	?	16/09/2015	NSW State Champs	12	No report received
Tas	Pat Hodgetts	?	8/10/2015	Various	10	?
Qld	Michael Shaw	Bronwyn Hew	8/10/2015	Imbil	4	No report received
						ride 28/11/15
Vic	Damian Noseda	Damian Noseda	4/11/2015	Buchan	5	

Discussion:

SAERA had four tests for their State Champs.

WAERA had three for their State Champs.

VERA had three at Raglan.

Ieva to advise Dorte of the ones that she has missed.

Ieva ran into Warwick Vale recently and asked if we could have Dorte accredited to do the full swabbing courses. Warwick was OK with this, even though he is no longer on the EA Board. Warwick is going to Tasmania in January and doing a course. It's a two-day EA Accredited Course. Pat to check with EA that it is an accredited course and the course details.

Ieva to send the order form for the swab kits to the states/delegates and the post-swab report form.

14.15 AeraSpace.

The program has been working well, to expectations, at rides, with most ride data entry happening as a matter of course. The one exception to this is that one or two ride secretaries, from NSWERA, are not entering some Training or Intro rides, stating that having to enter large numbers of 'new' riders and horses, at rides with very good attendance numbers, is too time consuming.

This is disappointing, as it means that we then have no permanent record of those entries, or that to maintain the record, the ride details then have to be entered post ride, and unfortunately this is not happening. I have verbally conveyed my disappointment at the situation, and surprise, as to use a long hand mastersheet to manage the entries, is probably more time consuming and laborious than doing the entries into AeraSpace. I think we should be firm about this, make it mandatory, and put the responsibility on the divisions to make sure that all affiliated rides entered.

Our End of Year update is underway, and will hopefully be completed before New Year, so that all 2016 memberships can be entered using it. I will have more news of progress by the meeting. There will be quite a few small changes – refinements to improve performance and usability, as well as some structural, read more time consuming, items, designed to give us more helpful and accurate reporting relating to memberships and riding classes.

Included in this will be refinement of membership sorting and counting. As each division has different classes, by name, of some membership categories, and some similarly named member categories with different rights, there can be some cross over or duplication when reporting. Thus the problem with the Member Affiliation invoices that we have recently had. We are still deducing all the refinements necessary, but will have that sorted out soon.

One thing left off the update was building in the facility to do online nominations. This will now go onto next year's EoY update.

The ETS system is working well. Tom McCormack has put much time into the system – his report follows –

AeraSpace Electronic Timing System**Latest Trial**

Testing of the ETS continues and good progress has been recently made. The ETS was taken to the Red Range FEI / AERA event where a total of 8 rides were conducted and each ride excluding the Training Ride utilized the ETS.

I am pleased to report that the ETS performed the best it has at any test ride to date without any issues other than;

- a) A slight delay in printing dockets when the database operator was doing an update to the web (this can be avoided in the future by timing the update to coincide with a period where there is no activity at the gates), and*
- b) The departure gate dropped out several times but I believe I have identified the issue being a dodgy power connection which I remedied and there were no drop outs afterwards.*

There was only positive feedback during and after the ride from riders, their crew and ride officials. The lanyards have proven to be the best option for carrying the card. At the ride there was a 99% first time scan rate. Hopefully, by the time of the AERA meeting, delegates may have heard first hand from riders who attended Red Range of their experience with the ETS. 2 Ride Organising committees approached after the ride requesting the ETS for their 2016 rides.

There were 2 ride officials present from New Zealand and both were very impressed. Do not be surprised if we receive an enquiry from NZ in the future about purchasing an ETS kit. A member of the veterinary panel from Spain [now resident in Australia] took photos of the ETS hardware and emailed them to his Spanish Endurance friends.

Next Testing for 2015

I will be taking the ETS to both the Neville and Scenic City rides in the following weeks to confirm the robustness of the ETS network and confirm the Red Range experience.

Further Development for 2015

External confirmation lights on the processing unit

We should add 2 display lights to the exterior of each processing unit being for 'power' and the 'ETS network'. With the addition of these the 'operator' at the gate can glance and easily confirm that the processing unit has power and also that it is connected to the ETS network. Currently you only realise the processing unit is 'down' when it fails to work.

Addition of an audible confirmation 'bell'

It was suggested at Red Range that an audible 'bell' would be a useful addition for both riders and officials when the circumstances of a particular scan indicated a 'blue light'. For example, when the rider is at the departure gate and scans to leave, if their hold time has expired and they are ok to leave then not only do they get the 'blue light' but they also can hear a single 'bell' (similar to the noise when you get an email). I believe this is a sensible addition.

Peter Johnson has estimated \$100 per unit to add the 2 lights and audible bell to each of the 3 existing units. There would also be postage to / from Peter.

Commissioning 3 more processing units.

The ETS currently has 3 'processing units' being one each for the Arrival, Vet and Departure Gates. Peter has an additional 3 partially built processing units which we 'put on hold' several months ago until the bugs were ironed out of the original 3 units. The additional units are required to enable multiple processing units at the Arrival, Vet and Departure gates which would be needed at bigger rides such as State Championships and the TQ.

The 3 partially completed units require modifications for the new UHF RFID readers and relay boards, plus the purchase of 3 x UHF RFID readers. The previous UHF RFID readers cost US\$130 and a total of US \$76 postage. Assuming the cost of the readers is unchanged, Peter has estimated the costs to finalise the 3 units as follows;

UHF Readers

3 x US\$130 (assume 70c exchange) = AU\$557.00

Postage = AU\$108.57

Labour

3 units x 3.25 hours x \$90 per hour = AU\$877.50

Total cost = AU\$1543.07 [\$514.35 per unit]

Additionally we will require 2 more printers for 2 of the 3 new units at a cost of \$ 245.00 each.

Additional RFID cards

Peter has indicated that the supplier of the UHF RFID is also the supplier of our RFID cards and that they cost US\$0.31 [AU\$0.45] each and that if we require more cards then we should purchase them at the same time to avoid the minimum postage cost of US\$76.00. We currently have 200 cards and I recommend we purchase an additional 200 cards.

Development PROGRAM for 2016

My goals for the ETS for 2016 are;

- a) *Assuming we have 6 processing units commissioned for 2016, test and prove the use of multiple gates at the Arrival, Vet and Departure gates early in the year. If this proves successful, then we should determine how many units are needed for TQ16 and have them commissioned. I personally suspect that 3 x Arrival and 2 x Vet and 2 x Departure would suffice being a total of 7 units which would require only 1 more additional unit to be built.*
- b) *I would also suggest that the AERA look to expose members in each State to the ETS in 2016 by providing it for each State Championship Event (or other large nominated event). I am happy to do this for the reimbursement of my travel and accommodation.*
- c) *The next and final stage of development of the ETS are the administration and public screens. The software has been designed to have administration screens at the Vet Gate and at the Departure Gate and a larger public viewing screen.*

The Vet Gate screen will list (in due time to vet order) those riders that have scanned at the Arrival Gate but are yet to scan at the Vet Gate. The Departure Gate screen will list those riders (in due time out order) that have scanned at the Vet Gate but are yet to scan out at the Departure Gate. These 2 screens are primary for ride officials to assist them in managing the ride.

The larger public screen will list the entire field in shortest elapsed riding time order with withdrawals and vet outs at the end. The screen will scroll by riding division and overall.

I seek approval from AERA to pursue a formal quote from Peter Johnson for this last stage of development.

Regards
Tom McCormack

Steve Swan

Discussion:

AeraSpace has been working well. Unfortunately, the Quilty stuff was disappointing. We now understand what happened, and it won't happen again.

Jack: our registrar and secretary can't access the information in the format that they need, but Steve can. Steve has been in touch with Gertraud, and that has now been resolved. Sonia Ruprecht and Colleen Shaw spend a lot of time talking to each other.

Jack: ride organisers complaining about entering information into AeraSpace. Having to enter training rides and intro rides. Steve: only has to be done once. If you don't do it, you won't have accurate records. Records must be accurate so you know who is at your rides, especially for insurance purposes. Absolutely essential for training and intro riders/horses to go into AeraSpace.

Brad: problem in NSW is that there haven't been any training days.

Steve: divisions must ensure that all riders are entered into the database. Steve is happy to travel to NSW to help them train people. There are plenty of people like Jo Bailey, Helen Lindsay, etc. that are fully conversant with AeraSpace that can also train people.

Steve: on-line nominations are also on the wish list. Brad has security concerns with the money aspect. Steve is happy to work with the existing online nomination people.

Sioux: one of the difficulties in the vet ring at this time, is that we have three different logbooks coming through. Sometimes difficult for newbies.

Mel: obvious thing to do is separate entries from data entry. Ride Secretary/database person now turns up later in the day. All the work is done. AeraSpace data entry person should be in a quiet place away from the action.

Steve: delegates should go back to the division and sell what AERA is doing at this table.

Mel: SMC members need to read the AERA minutes and people are welcome to attend the meeting.

Delegates are the conduit from this table to the SMC and the state members.

Electronic timing system is going really well. A lot of work put into it by Tom McCormack and Peter Johnson. VERA state champs had a couple of issues, but it's all good now. Since then a lot of work has been done. Red Range worked really well. It would be nice to have a trial in Victoria again. Each state to have a go at the ETS. Plan is to eventually have it all the time. Tom has suggested more processing units and RFID cards, which is great. Cost around \$7k per state to supply them with the ETS.

Motion 2015/11/09. Moved: Sioux Reid/Deb Jewell.

That Steve Swan is authorised to purchase additional timing equipment to the value of \$3,000 (printers, card readers, RFID cards, programming, labour) for the AeraSpace Electronic Timing system. Carried unanimously.

Development programme for 2016 was discussed. Each state will have a go at using the ETS. Tom can go to each state. Also a screen used in conjunction with a tablet is also planned. For the stewards to know what they are expecting.

Jack: will it be ready for the 2016 Quilty? Mel: the program itself has no deadline, as it's a work in progress. Probably need to re-visit this at the next meeting. The plan is to have it ready for TQ16. Perhaps invite Tom Mc to a NSWERA SMC meeting, as well as Steve for a weekend.

14.15 Governance & Policy.

On hold until after the new constitution is adopted.

14.16 AERA Handbook/Rulebook.

Refer to Treasurer's report.

14.16.1 Draft 17.

Draft 17 has been in circulation for comment. Feedback has been received.

Discussion:

Updates: in particular, competitive finish, particularly at a Quilty. Competitive finishes can be banned.

Pat: you don't necessarily know who's ahead of you and if you are second or third. They all vet out. At the Quilty the rugs go to 5th.

Jess: if the finish line is advertised as different, but wasn't used as a finish line, could it not have been used for the duration of the event. (D) was re-worded.

Horse may not be struck ... is to be removed from 67.9. Slight change, which has been re-worded and sent to Tom.

The intent of the new rule book hasn't changed, there has just been a clarification and tidy up to help with interpretations.

Motion 2015/11/10. Moved: Pat Hodgetts/Steve Swan.

That the AERA rule book, Draft 17, is accepted, subject to the minor updates, as tabled.

QERA – yes, NSW – yes, SA – yes, WA – yes, Tas – yes, VERA – yes. Carried.

Sincere thanks to the rule book committee, in particular Tom Mc, for all of their hard work.

Deb J: had a HW question - HW may ride in the middleweight. What if you are on the cusp, you cannot ride LW. New rule book if you are on the cusp, you can ride as a LW.

15. Tom Quilty Gold Cup.**15.1 2015, Hawkesbury, New South Wales.****15.1.1 TQ2015 Financial Report – Final.**

AERA have not yet seen the final financial report. Don't worry about it? Would like to see the bottom line. Ask NSWERA to supply this for the next AERA meeting. Ieva to ask NSWERA.

15.2 Tom Quilty Coffee Table Book.

From: [Tom & Louise McCormack](#)

Sent: Monday, November 09, 2015 6:19 PM

To: trmccormack@iinet.net.au

Subject: Tom Quilty Coffee Table Book Update

On behalf of the 50th Tom Quilty Celebration Committee I thank you for your support in ordering your Tom Quilty 50th Anniversary Coffee Table Book.

We are pleased to announce that 200 books will be produced and that the final proof of the book has been approved and the book is now in the hands of the printers.

The printers require 4 weeks for printing and binding so the Coffee Table book will be mailed at the latest in the second week of December.

We thank you for your order and your patience.

Louise McCormack

Coffee Table Book Co-Ordinator

Already discussed.

15.3 2016, Lexton, Victoria.

The 2015 Victorian State Championships were run as the prequel event for the 2016 Tom Quilty. Several riders had expressed a desire to attend but due to clashes on the national calendar elected to attend other events. Whilst this situation was regrettable our TQ committee was committed to a timeframe and could not alter our dates. A highlight of attendance was the large Tasmanian contingent with a Tasmanian rider taking out the ride in a time just under 12 hours. This time reflects the degree of difficulty of the course, but it must be remembered that there was no riding

pressure on the lead rider for the last two legs. I would expect a Quilty time to be a bit less. The last rider home, who was a successful completion, took just under 18:30 hours riding time. The completion rate was 57 % a bit lower than might be expected and also an indicator of the course difficulty. Traditionally Quilty completion rates are lower than the prequel ride rates. However, in this case I would expect the completion rates to be about the same. The event was marred by a horse catastrophe. Oso Bandit developed colic after the first leg, did not respond to treatment and was referred to the Ballarat Veterinary Clinic. The cost of surgery was considered to be uneconomic and the horse was euthanized.

The site worked much as planned and gave the committee a good idea of what further developments were required. These areas being access to in-out areas, finalising the layout of camping, situation of trade stalls and viewing areas. Feedback was invited from all participants both verbally and by email. Most comment centred round the composting toilets and female urinals. Comments on the track included a perceived lack of space to overtake in the early stages of leg one and perhaps the reversal of the third leg. All of these comments have been addressed and there will be minor changes to the course.

In general, there was nothing to say that the committee had got it horribly wrong and we are on track for a great event.

Since the State Champs the Committee has been concentrating on developing our sponsorship contacts. A list of candidates has been established with a nominated committee member to approach the target.

We had a planning meeting to identify and prioritise areas of importance. These included the proposed fee and nomination structure, including our refund policy, allocation of campsites and trade stalls and any areas of weakness.

The management of volunteers remains an area that still requires development. We have any number of people who can assist during the event, but we require an overall volunteer co-ordinator. This is a big job and we are actively headhunting. A time line of objectives is also being developed and this should help us by setting deadlines and objectives.

We are also working on the position of a media officer. This is role would handle press releases and converse with any outside media enquiries.

The big bits of the jigsaw are in place but, as usual, it is attention to detail that is critical.

Proposed ride entry fee structure is as follows;

Nomination fee (Opens March 1 st 2016)	\$100:00
Residual (to be paid by Sept 1 st 2016)	\$300:00
Total ride fee	\$400:00
Additional late fee (If full fee not paid by Sept 1 st)	\$100:00

All of the fees above are GST exclusive and GST would need to be added.

The vet levy will depend upon the final decision regarding the acceptance of un-vaccinated horses from Hendra areas. Owners of un-vaccinated horses from Hendra areas would have to pay a premium as well as being liable for PPE, decontamination and disposal costs.

We are calling for the nomination of riders only. Which horse they ride can be sorted out as we go along. The nomination fee is non-refundable and non-transferable. Prior to Sept 1st 2016 all monies except for nomination would refundable. After Sept 1st 2016 a medical or vet certificate would be required for any refund. No refund of any monies for late entries.

Bio-security remains a headache, especially with regards to the running of the hospital. Given current events and discussions it may be that TQ 16 will not accept entries from un-vaccinated horses that come from Hendra endemic areas. This would upset many people and limit our total entries, but trying to devise a workable bio-security plan that manages the real and perceived risks whilst allowing un-vaccinated horses from Hendra areas access is proving to be very difficult. This is an area where the AERA needs to have input and a workable solution devised.

I would welcome feedback from the AERA and am happy to attend the meeting to achieve such a solution.

Sandy Little.

Sandy Little attended the meeting on Saturday, 21st November 2016.

Discussion:

Nominate a rider, not a horse, but by 1st Sept the rider needs to be linked with a horse.

Motion 2015/11/11. Moved: Brad Dillon/Steve Swan.

Motion: That the TQ2016 entry fee is \$400.00 plus GST, as above.

Carried.

Biosecurity: this has been a bit of a worry. As RO we have been asked to develop an isolation hospital for an unvaccinated horse to require treatment. We have some problems and it will be very expensive. That horse has been in camp for a week, doesn't mean it's got Hendra, could be it needs to be treated for dehydration. We need to find people to staff the vet hospital. What if the horse has to go to the hospital? There is no hospital currently in Victoria that will accept unvaccinated horses. It's OH & S that is scaring the vets. Mel will do some checking. Vets need to take into consideration temperature logs and time travelled, and being away from Hendra areas. Could get a treatment vet to come from Qld to treat horses. Sandy has concerns and is not confident with Robyn Mather being appointed as the treatment vet. Viv Stockill and Judy Mulholland were suggested. Viv has treated horses at Tonimbuk and Manilla. Sandy has been advised that he needs two vet hospitals to enable barrier nursing. Each year it seems this is ramped up a level at each Quilty. Separate hospital for possible Hendra/infectious cases. Trent: approach the vet hospital (for referrals) and explain the guidelines that have been put in place and the risk management policy and biosecurity guidelines in an approach to have the horses treated, if necessary.

Viv needs to be aware that his fee is paid for by AERA and people are charged for consumables at a reasonable price. VERA to check that their vets are charging for consumables only. Have to find people prepared to work with the unvaccinated horses in the vet hospital and also an outside surgical hospital to take referrals. Simon to investigate the area and find a surgical hospital. Mel will help with this. Ian Palmer from QERA is a very good treatment vet that may be available. Simon/Mel to check with Ian Palmer and see if he is available to be the treatment vet. Then talk to Robyn and Narelle. May have to think about another head vet?

Vet levy in 2015 was \$20 inc. GST. 2016 Vet levy to stay at \$20.

Some of the site costs have been reduced. Buckle sponsorship needs to be reviewed with the budget.

Camping fees? Flat fee of around \$70 for everybody for the week. One campsite per horse. Campsite opens on Monday, closes Monday after.

Last leg may have a slightly separate area, so that people know when someone is finishing the ride.

Mel thanked Sandy for his very positive and constructive attitude and manner.

Hendra vaccinated horses identified? Logbook sticker? List in the vet hospital of vaccinated horses.

Still need a volunteer coordinator. What about Bec Hogan? Sandy will contact her.

Need a media liaison person coming up to the event.

15.3.1 Course Report.

Personally I felt that the beginning of the 1st leg could pose some risks with a large number of horses. With narrow tracks and low lying branched combined with rutted and uneven ground. Of course nowhere is perfect, however during the 3rd leg we went out what seemed like a much safer option with open dirt roads. October next year may be a completely different story in regards to track conditions.

Legs 1 and 2 were much the same with undulating forest/scrub tracks, although starting by taking us up the hill, all relatively good under foot and although some long climbs there was nothing at all daunting.

Leg 3 started great, open tracks, flat going, into a long downhill. The first half of this leg was great to get moving along. The second half lead us to some great hilly sections through paddocks, although a little difficult to follow the course and many obstacles such as significant holes and rocks. The last few km was almost unnecessary as it followed the same track home as the previous legs however this time followed a parallel track leading straight up the side of the hill, along the ridge and back down again. Reversed could be a nice option to start with hills and finish with the flat and open tracks.

Some concerns in this section, as with previous legs this paddock section is on a contour plagued with rabbit holes which was obvious a few horses had gone down into the holes.

The 4th leg was much the same area as the first 2 legs, undulating but nothing too difficult.

The 5th leg was great, short enough to make enjoyable but just long enough to make worth saddling up again.

I enjoyed the leg lengths of 45, 41, 36, 25, 13. Each leg was made easier knowing there was a large decrease in km. My horse experiencing her 1st 160km I also felt she coped quite well and was refreshed despite what seemed like short hold times. Overall I felt the course to be quite achievable and apart from the 3rd leg there wasn't anything too steep, and this was only a few km. The ride was constantly undulating and this was obvious when riding and I felt that I wouldn't do more than a trot for majority of the course.

I am looking forward to riding there again next year and my only hopes are that the start is changed slightly, that the amount ridden through rabbit warrens is limited and if possible to tackle the hills at the beginning of leg 3 alas this may mean a large climb instead of the large decent we rode. Oh and that there are functioning toilets that I could reach... I held on and used the porta loos on course for checkpoints.

Jessica Aistroke

15.4 2017 South Australia.

With the support of the SMC of SAERA, the new Quilty Committee would like to apply to run the 2017 Quilty Gold Cup event in South Australia. The following people have formed the new Committee:

Jean Sims	Event Director
Melanie Scott	Course Director
Jess Aistroke	Course Assistant
Paula Van Eck	Camp Coordinator
Tony Van Eck	Camp Coordinator
Lesley Cartwright	Treasurer
Cazz Schroeder	Secretary
Rod Warren	Infrastructure
Murray Peal	
Rose Ross	
Melissa Bright	
Jody Smith/Lainie Ray	Merchandise

Many of these people were on the 2011 Committee and the others are experienced Endurance riders and SAERA members. I feel they have the necessary experience, skills and determination to make this event viable. Several others will play big roles but do it ex committee.

We have 3 possible venues that we are looking at. Small groups are doing the research and costings to see which is best suited.

1. Kuitpo

2015 State Champs were run successfully here. It is a very large grassed area with rows of shady trees and easy road access. It is only 1 hour from Adelaide Airport, 10minutes from shop, hotel and fuel. Major tourist attractions such as wineries and Hahndorf Village are only a half hour drive.

The course was varied and challenging, but yielded an 80% completion from a small field. It covers forest tracks, dirt roads, private paddocks etc.

On site facilities are almost nil however and a lot of infrastructure would need to be bought in. We are researching costs. Having a tested course puts this venue at the top of the list

2. Wirrina Cove

The Holiday Park Venue is about 1 ½ hours south of Adelaide. It is a very well set up park with cabins, toilets, powered and unpowered sites, yards, sheds for paperwork etc. There is an 18-hole golf course across the road, and Wirrina Cove Resort, Restaurant and Conference Centre less than 5 minutes away. It is within walking distance of the 270 berth Marina St Vincent and gives easy access to fishing and the ferry to Kangaroo Island, a major tourist drawcard. There are also many small towns and wineries close by. The local Council is very keen to get on board. Main problem is the course is still being planned and is as yet untried. We are planning an 80km ride in March to test the waters but it is looking very positive. It will be a challenging hilly ride with forest tracks and a beach section.

3. Jamestown

This town is in the Southern Flinders Ranges, about 210km north of Adelaide and a 3-hour drive from the Airport. It is a thriving country town of 1700 with shops, galleries, museums, fuel etc. The RM Williams centre is another attraction. He grew up on a farm nearby. The Bundaleer Forests nearby and the Ranges provide scope for great riding. The Council is v receptive to the idea of hosting the event. Main problem is the lack of course. As before we

have people looking at tracks and hoping to run a ride in the early part of the year. Other problem is the distance from Adelaide Airport for officials etc. Showgrounds provide a very adaptable ride base.

There is a lot of work we can do organizing the event before we settle on a venue. All three have their merits and shortcomings. Courses will be planned and ridden over the summer break in preparation for an early season trial. At the moment we are still looking at all venues but limited time may mean going with Kuitpo and trying to keep expenditure to a reasonable level. If this is the case perhaps AERA would consider any or all the following:

- 1) That AERA will sell the buckles at cost to the SA Committee, rather than at a profit*
- 2) That AERA forgoes its 10% of the Entry fee*
- 3) That AERA assists SA with some funding, for example, publishing the Quilty magazine.*

All three venues suit a late May event. We will confirm as soon as possible.

I apologise for the brevity of this application but things have happened very quickly. I will have more detail for your next meeting.

Kind regards

Jean Sims

Discussion:

SAERA had three submissions put forward. The October State Champs from Kuitpo was brilliant, but will require a lot of infrastructure. Perhaps another venue down the road. Also Wirinna Cove is a good option but need to run a ride from there in February. Venue used to be a functioning horse property and wasn't managed well. Plenty of accommodation available and there's a golf course and marina. Jess is going there next week. Landowners and local council are very cooperative. Work in progress at the grounds. Hoping by March to make a decision. May was suggested as a TQ date after speaking to the land owners, they recommended that time. Jamestown – we are struggling to get them to invest – no ride organisers. SAERA still has some money from previous TQs available. Won't be offering powered sites to riders, but for volunteers and campers. Test event: won't be able to run one at the same time of year, which is OK with this table. Not even going to address the last three items. Haven't seen a budget.

15.5 TQ2018 Tasmania.

Report received from TEERA.

Discussion:

Proposed venue is Scottsdale. World Class golf course in the area. Marathon event was held earlier this year with 130 horses. Sandy ground and well drained. Some gravel and quartz tracks. Fly into Launceston, then about ¾ hour into Scottsdale. Need to appoint an Event Director. Will be a subcommittee of TEERA. Jack: how will the subcommittee become a subcommittee of TEERA? By constitution or by agreement? It will be done by agreement.

15.5 AHSA Sponsorship.

Ongoing.

15.6 AERA Awards/AERA Lifetime Awards.

It was the intention of the AERA to recognise all riders with 10,000 plus kms with awards before year end 2015. With regret AERA has decided to delay the recognition of the 10,000km awards until 2016 to ensure more accurate records.

15.7 Pat Slater Cup.

No report.

15.8 Newbridge Trophy/Shareym Award.

No report.

15.9 Tom Quilty Manual.

15.10 AERA Constitution.

No report.

15.11 Policy, Strategic Planning, Restructure.

No report.

15.12 Child Protection Policy.

No report.

15.13 National Ride Standard.

No report.

16 Rule Changes.**16.1 Rule Changes – Motions for Second Vote.****16.1.2 MICRO-MARATHON RIDE RULES****A47 MICRO-Marathon Ride Definition and Interpretation**

- 47.1 A Micro-Marathon is an affiliated ride, conducted as a single event where a maximum of 25 kilometres are ridden each day for three consecutive days.
- 47.2 These MICRO-MARATHON RIDE RULES are to be read in conjunction with all AERA Inc. rules and procedures.
- 47.3 Local rules can apply but they must not be in conflict with any of the AERA Inc. rules and procedures, and will need to be sanctioned by the State Management Committee where the ride is being held.
- 47.4 These MICRO-MARATHON RIDE RULES will take precedence over other rules and procedures where there is a conflict or contradiction.

A48 MICRO- Marathon Ride - General Rules

- 48.1 A MICRO-Marathon is a non-competitive event. No places are to be recognised. Points and Distance are not recorded for Division or National Points and Distance Awards.
- 48.2 Horse age: Horses must be a minimum of 4 ½ years of age with the corner incisors erupted, but not necessarily in wear.
- 48.3 Early Warning System points will not accrue for horses and riders who vet out.
- 48.4 Non-Members are eligible to enter a Micro Marathon event.
- 48.5 All riders are restricted to a pace as designated under the Training Ride Rules. (i.e. to be determined by the Ride Organisers, but no faster than 14 kms/hr.)
- 48.6 Day one of the ride must be at least 20 kilometres in distance.
- 48.7 Each leg must be ridden in the correct order and within the time limits as set by the ride committee.
- 48.9 All successful horses are eligible for best managed horse awards, if one is given.
- 48.10 Each competitor's riding time will be recorded daily. These times should be made available at the completion of each day.
- 48.11 It is advisable to hold a riders' meeting at the completion of each day, because veterinarians and the Chief Steward may be rostered over different days of the event. The names of these key personnel must be announced at this meeting.
- 48.12 The veterinary team may require lameness tests and general inspections of some or all horses prior to the start each day.

A49 MICRO-Marathon Ride - Start Times and Rest Periods

- 49.1 The ride committee may elect to have a shot-gun start each day, or, if a staggered start is required due to large numbers entered, may allow riders to nominate departure times for any leg or legs of the event. Riders must be on course within 15 minutes of their designated departure time.
- 49.2 The maximum time horses are allowed on course each day must be announced prior to the commencement of that day but may be subject to change due to exceptional circumstances.
- 49.3 In the case of MICRO-marathon rides with travelling ride bases, rest periods are at the discretion of the ride committees, subject to these rules.

Rationale:

WAERA held this event in conjunction with our Easter Marathon here in WA in March 2015. We had 22 entries which included members and non-members. Three riders withdrew and one was vetted out lame. Successful completions received a small prize (lucky dip) and a completion certificate.

Those that competed complimented the event and said that it was a good way to introduce their horses to endurance riding and the concept of Marathon riding. They stayed for the three days and did their rides early in the morning (20km per day, total 60km), and were back in plenty of time to mingle and help during the ride. They enjoyed watching the Mini and Marathon riders throughout the weekend.

Due to the great feedback from those at the event, WAERA intends on continuing with this concept. AeraSpace is already geared up to do this.

Voting:

VERA – yes, TEERA – yes, WAERA – yes, SAERA – yes, NSWERA – yes, QERA – yes.

Carried. New Rule 2016.

Ieva to advise Tom. Steve to update AeraSpace.

16.2 Rule Changes – Motions for Discussion and First Vote.

16.2.1 Mandatory Rest Periods.

NVP proposed rules on Mandatory Rest Periods for Horses:

The following rules are proposed to proactively provide best practice in protecting horse welfare from excessive competition schedules. There is increasing evidence that horses require a period of rest between competitions to allow for physical and mental recuperation, and while there have not been prospective studies in endurance to define precisely the time each horse might require for this rest, data from overtraining of racehorses and retrospective analysis of data e.g. from AERASpace provide some guidelines.

Overworking horses can result in diminished strength of bone and other structural tissues while they remodel in response to the imposed workload. For example, bone requires a period of rest after strain to lay down strong structural elements that can cope with further imposed load, and until this is completed the bone can actually be weak and may fracture. In addition to physical effects of repeated exercise, there are mental aspects of overtraining that impact negatively on the horses' exercise performance.

For many years, the national veterinary panel has discussed the imposition of compulsory rest orders on horses after elimination from events; such rules would provide greater consistency of approach to individual cases. Horses which have had an unsuccessful completion as a result of lameness, metabolic problem, or injury require time to heal. It is acknowledged that not every case will be the same, but having a standard rest period would allow recuperation time, in the best interests of horse welfare, and remove inconsistency in application of rules.

1. After competing in any AERA or FEI endurance event, as defined below, a horse must be given a mandatory minimum rest period, before it is again eligible to participate in any AERA or FEI endurance event.

For the purposes of this rule, an endurance event is any ride defined in Table 4 of the AERA rulebook or defined in Article 814 of the FEI Endurance regulations, or a specific endurance carnival encompassing several supervised days of ridden competition where a rider prenominate to ride one horse on more than one day of that carnival.

Distance completed and rest period incurred:

start – 40 km 5 days

start – 80 km 12 days

Over 80 – 120 km 19 days

Over 120 km -140 km 26 days

Over 140 Km 33 days

Extended rest periods will apply if a horse has been eliminated from the ride for metabolic or lameness reasons.

The total rest period commences at Midnight at the end of the day that the ride finishes (24:00 hours), as denoted by the maximum ride time allowed, and finishes at the same time on the last full day of the rest period. The published ride start time of the horse's next ride must fall after the expiry of the rest period.

2. Extended Rest Periods for metabolic eliminations that require immediate invasive treatment

Any metabolic condition diagnosed in a horse which has been eliminated that left untreated would compromise or threaten the welfare of the horse is considered a condition requiring Invasive Treatment. It is the responsibility of the Head Veterinarian and the Treatment Veterinarian to review, on a case by case basis, the treated horses at the end of an event and classify each case as one requiring Invasive Treatment, incurring mandatory rest, or Authorised Treatment not incurring mandatory rest.

If a Horse has been eliminated for metabolic reasons which require immediate invasive treatment at any endurance event, it must be given a mandatory rest period as below before it is again eligible to participate in an endurance event:

Invasive Treatment 1st Incident 60 days in total

Invasive Treatment 2nd Incident 90 days in total

The extended rest period for a 2nd incident comes into effect if the horse has been eliminated for metabolic reasons which require immediate invasive treatment at any 2 consecutive endurance events or twice within any 3 month period.

3. Extended Rest Periods for Lameness

If a Horse has been eliminated for lameness reasons at any endurance event, it must be given, in addition to the rest period defined in rule 1, an additional mandatory rest period as set out below before it is again eligible to participate in another endurance event.

Lameness 1st Incident 14 days in addition

Lameness 2nd Incident 21 days in addition

The additional extended rest period for a 2nd incident comes into effect if the horse has been eliminated for lameness reasons at any 2 consecutive endurance events.

*Elimination for lameness reasons at a 3rd consecutive endurance event will incur a mandatory rest period of:
Lameness 3rd Incident 90 days in total*

Elimination for lameness reasons at any 4 consecutive endurance events will incur a mandatory rest period of 6 months before it is again eligible to participate in an endurance event.

If a Horse has been eliminated for lameness reasons at more than 4 consecutive endurance events it will be banned from endurance events.

Discussion:

Most SMCs haven't had a chance to discuss this. Should this go out to the general membership? NSW and QLD have members that do 80km rides on consecutive weekends. Want to see some science behind this discussion. Debbie Grull has done some research on this but the information is a bit limited. One of the issues is that the NVP refer to the racing industry, which is not the same as endurance. Horse age racing is not comparable with endurance with our horse rules. Ieva talked about the international level and being proactive, not reactive.

G: how does this fall into line with our novice horse rules?

Steve: FEI mandatory rest periods were taken into consideration due to their fast times. Doesn't necessarily apply here.

Mel: apparently, this is significantly different to the FEI rules. Prefer to send this to the states for discussion.

Jack: as well as a science we need to demonstrate a need. Don't want to over-regulate.

Want some scientific research, if it's available. Defer to next meeting. Pat to discuss with the NVP.

17 Correspondence.

17.1 Correspondence Inwards.

Date	Addressee	Action
9/7/15	Koffels re: request for information TQ2015 on behalf of Noel Lockhart.	MS. Responded.
18/7/15	TEERA re: UAE riders competing in Australia.	Forwarded to Delegates.
18/7/15	Bruce Ferguson re: letter of apology to AERA and TQ2015 committee.	IP. Forwarded to TQ2015.

29/7/15	Tom Perkins re: Black Flying Fox information (Hendra).	Forwarded to Delegates and Hendra Subcommittee.
7/8/15	AHSA re: Arabian Youth Development Project funding.	Forwarded to Delegates. Facebook.
6/8/15	AddRunner re: quotes for AERA website.	Sent to Brad and distributed.
13/8/15	David Somerville re: AERA Teams Sponsorship.	Melanie responded.
14/8/15	Di Kajar re: issues with SAERA and AERA.	No response.
31/8/15	Warwick Vale re: new address for swab kits.	Forwarded to Dorte.
14/9/15	Renee Kirk re: Ride series proposal.	Agenda item.
14/9/15	Jil Bourton re: TQ2016 course comments.	Forwarded to TQ2016.
17/9/15	EA Endurance Committee re: breach of mandatory rest periods.	MS.
13/10/15	AHSA re: Junior Award (various emails).	MS.
14/10/15	Kim Noble re: Letter of No Objection.	MS.
15/10/15	Nick Egan re: Confidentiality Agreement received.	IP
16/10/15	Robyn Mather re: Hendra risk email.	IP – agenda.
19/10/15	Studbookonline (Marcus) re: on-line studbook software.	MS.
29/10/15	TQ2016 Committee minutes.	Circulated.
5/11/15	Simon Bain re: proxy voting form (Mark Johnson).	IP.
9/11/15	Mark Johnson re: Confidentiality Agreement received.	IP.

Discussion item:

- **14/9/15. Correspondence from Renee Kirk.**

Dear AERA President,

I am writing in regard to a proposal that I am currently compiling for a sponsor looking to get involved with endurance riding in NSW. The sponsor is an Australian Corporation.

My proposal, should it be acceptable to AERA, NSW ERA and the sponsor, would be to run 3 x 100km endurance rides over a 6 month period in 3 different zones within NSW. These 100km rides would run alongside the rides of those current committees and utilise the same course as the 80km ride, with an extra 20km leg added to make the distance as the 3rd leg.

Tentative months would be May 2016, July 2016 and September 2016.

The ride would of course run under the current AERA rules and regulations and would offer standard AERA vetting. The ride would however offer generous prizes in each division at each ride, again as per AERA rules and regulations. There may also possibly be a major prize offered as a lucky draw prize to all competitors who complete all 3 rides as the same horse and rider combination. This would be drawn at the end of the 3rd and final ride, encompassing the motto "To Complete is to Win". Every rider would have a chance to win this major prize if they have completed all 3 rides in combination. Depending on the sponsors wishes this major prize may be a voucher of significant value, a horse float or some other item. By running 100km rides, novice horses and riders are entitled to enter therefore allowing all members the opportunity to partake in the series.

The rides would as I have stated run at the time the ride committees usually run their rides and would not clash with any other major events such as state championships or the Tom Quilty.

This proposal is still in its infancy and drafts and expressions of interest are being sent out to committees capable of running such an event. I am hoping that this series will come to fruition as it will be a great promotion of our sport and will hopefully secure us an ongoing relationship with this sponsor for years to come.

If you have any concerns or questions regarding this please do not hesitate to contact me on jrkendurance@yahoo.com or call me on 02 67861426.

Thankyou for your time and I hope that AERA will be just as excited about this series.

Regards

Renee Kirk
NSW 22698

Discussion:

Renee wanted us to be aware of what she is doing. It's up to NSWERA.

- **14/8/15. Correspondence from Di Kajar.**

Discussion:

Melanie Scott left the room during this discussion.

Di Kajar letter was tabled. SAERA have been advised by their lawyers not to communicate with her, and all correspondence is to go through their lawyers. It was decided that there would be no further action.

Brad tabled his draft letter. It was agreed to send it to Di Kajar.

- **Letters of No Objection.**

UAE Youth Exchange program is being organised at the moment. Nothing to do with VERA or AERA. Mel's had two phone calls about this program. The riders will need LNOs for FEI rides. This is all an individual matter and nothing to do with the state divisions or the AERA. Notice to go on the AERA website and FB page that this is not an AERA event, etc. VERA to do the same. Statement: "The current NCER youth exchange program being discussed/advertised on social media outlets is not associated or affiliated with the AERA or any state division. Therefore, we can offer no further comment." Rider qualifications should from the State Division, and not the AERA. Ride history is available off AeraSpace. The states know about their riders not AERA. States to handle this as they know if their members are current, etc.

17.2 Correspondence Outward.

Date	Addressee	Author
17/7/15	Koffels re: response for information TQ2015.	MS
28/7/15	AERA Delegates and State Secretaries re: November meeting notice.	IP
28/7/15	Bruce Ferguson re: letter from Bec Hogan TQ2015 re rug presentations.	IP
29/7/15	TEERA re: UAE suspension letter and AERA retraction.	IP
14/8/15	David Somerville re: AERA Teams Sponsorship.	MS
10/9/15	Dorte Colja re: new address for swab kits.	IP
29/9/15	SAERA re: vets accreditation accepted.	IP
29/9/15	SAERA re: CS accreditation accepted.	IP
29/9/15	NSWERA re: CS accreditation accepted.	IP
29/9/15	WAERA re: CS and vet accreditation accepted.	IP
29/9/15	State SMCs re: EA agreement sent around for discussion and feedback.	IP
29/9/15	State Secretaries re: 2014 IT report for newsletters.	IP
29/9/15	State Secretaries re: Dorte able to conduct MCP refresher courses.	IP
29/9/15	Warwick Vale re: MCP courses.	IP
1/10/15	NSWERA re: horse removed from ride base TQ2015.	IP
1/10/15	State Secretaries re: reminder of rule H14 – removing a horse from ride base.	IP
1/10/15	TQ2016, Narelle Cribb re: updated TQ2016 vet fee schedule.	IP
13/10/15	TQ2016 re: correspondence from Jil Bourton.	IP
13/10/15	Nick Egan re: confidentiality agreement.	IP
13/10/15	AHSA re: Junior Award (various emails).	MS
14/10/15	Kim Noble re: Letter of No Objection.	MS
28/10/15	Michael Campbell re: Thank you for Youth Exchange opportunity.	MS

17.3 Late Correspondence Inwards.

Nil.

17.4 Late Correspondence Outwards.

Nil.

Motion 2015/11/12. Moved: Brad Dillon/Steve Swan.

That the correspondence inward is accepted and the correspondence outward is endorsed.
Carried.

18. General Business.**18.1 National Magazine.****18.2 Sponsorship.**

From: Bec Hogan, New-Moon Stud [mailto:bechogan@newmoonstud.com.au]

Sent: Wednesday, 23 September 2015 6:21 PM

To: 'Melanie Scott'

Subject: RE: AERA Sponsorship and Promotion

Hi Melanie,

Yes, I would be interested in discussing some ideas for organisation of future Quiltys, particularly the sponsorship and volunteer's portfolios which have much the same requirements and issues from one Quilty to the next. I think the sport of endurance has some catching up to do to be seen as a good investment by sponsors. I am by no means an expert with this sort of thing, but I have learnt a bit from my recent experience with TQ15 which would be good to share so the lessons are not lost.

I think a paid position may be necessary to ensure ongoing professional treatment of sponsors. I think too many ride organisers see sponsors as donating money to a 'good cause' out of some noble or emotional connection with the sport, or expect businesses who make money from endurance to donate back to the sport as a kind of thank you to the sport. In reality, substantial reliable repeat sponsorship needs to be a win-win business arrangement whereby the sponsor receives the marketing, promotion, goodwill or whatever else it is they expect to receive for their money. Sponsorship should be viewed as any other commercial business contract.

I envisage that AERA could create a 'Quilty Liaison' position to be held by someone for a multi-year term – say minimum 5 years? The person would become part of each Quilty committee (so would usually be on two committees at a time and would need to travel quite a bit), and would be responsible for co-ordinating sponsorship categories and the number and value of sponsorships, managing ongoing and repeat sponsors, and ensuring sponsors are professionally looked after. The person would then be able to develop ongoing relationships with sponsors, and build up trust in the sport's ability to deliver on promises.

The person could also be the custodian of ongoing strategies to improve consistency of Quilty processes, such as maintaining a national volunteer database and co-ordinating the Quilty volunteer roster – even though a local person may actually contact the volunteers and fill the roster – but substantial time would be saved in figuring out the shifts, the number of people required for certain tasks etc, the quantities of food required for catering etc. The person could also maintain lists related to merchandise suppliers, items, costs and sales records, to take some of the time and guess work out of ordering, and provide some consistency of quality. The person could maintain records of Quilty committee contracts with property owners etc, to assist new committees with negotiating such contracts, and to make sure that contracts are suitably inclusive of potential issues. The person would be in a good position to provide an opinion to committees on how to deal with issues that arise, based on experience of what previous committees have done and what has worked or not worked.

All of these things would save substantial time and stress for volunteer committee members, and reduce the burden on individuals, whilst improving the quality and consistency of the Quilty event.

It seems to me that each new Quilty committee is essentially re-creating the wheel, and that when their event is finished, the committee splits up and the lessons learnt on how to do things are lost.

There may be another way to provide for such a continuum of information, and for lessons learned by each committee to be retained and learnt by the sport as a whole?

I am happy to attend an AERA meeting if required, although may have difficulty with the upcoming November meeting as I have two mares due to foal towards the end of November, one being a maiden.

Cheers,
Bec

From: Melanie Scott [<mailto:melaniescott@bigpond.com>]
Sent: Tuesday, 22 September 2015 10:09 PM
To: Bec Hogan
Subject: AERA Sponsorship and Promotion

Hi Bec,

Now the dust has settled mostly! From the Quilty I am taking this opportunity to follow up something with you that Neil mentioned to me. But also, I personally feel you were one of the unsung heroes of the Quilty event, so thank you for the major part you played in making the event iconic.

He suggested you have some great ideas for AERA sponsorship and promotion going forward and AERA should maybe invite you to the next meeting. Before going down that path I would like to put a few ideas on the table and see what you can flesh out so I can share with the AERA table. AND of course you may not be interested.

A question first, double barreled. Are you at all interested and were you thinking AERA in general or Quilties in particular?

There is no one at the AERA table who has the get up and go to drive such a portfolio so I believe AERA should "employ" someone with those skills. QERA has someone who gets a commission on everything they get and then follows up with FB plugs etc. I believe this is what AERA should look at. AERA is not good and seeking \$ and more importantly looking after the people who invest.

Any thoughts welcome.

Melanie

Discussion:

We need to find other income sources. Mel has suggested to NSW to have Bec as an AERA delegate and have her come to these meetings. Also commission basis could be an alternative. Bec is pretty keen about Quilty promotion. Should this be a paid position? What if AERA takes on the responsibility of the Year Book? Organise the advertising and publishing, etc. Need to make a position description. This would need recompense. There will be a hole, as Bec wouldn't have local knowledge. We're interested and it's a valuable role that needs further discussion. Need a position description with clear guidelines. Also need to look after the sponsors.

19. Late Reports.

19.1 Insurance.

Already discussed.

19.2 EVA Waiver.

Getting vets to rides in FNQ has been an issue. Vets have asked organisers to get the EVA waiver signed prior to vetting. Aon have finally responded. From Bev (Aon):

I can confirm approval from your insurer to sign the indemnity forms requested by EVA veterinarians. In signing the forms, insurers will grant indemnity to the vet as required.

I would recommend that in all instances where you are required to sign the forms, the attending vet provides a tax invoice for services rendered and relies on their own insurance for coverage whilst at the ride, with the exception of the indemnity as per the form.

This means the vet will not be considered a volunteer in these instances and will not be provided cover under AERA Liability of Volunteers Personal Accident policies.

Mel: this applies only where the vet has insisted that the ROs is to sign the EVA waiver.

19.3 Facebook.

Not submitted.

19.4 QERA Report.

Nothing much to report.

Probably the Junior riders going to the USA is the most exciting thing happening.

One nomination for SMC this year.

No disciplinary action has been taken.
Does not have to be Mark to do the AERA reports.

19.5 Northern Rivers Zone.

Received late from NSWERA: As a result of the last NSWERA meeting last weekend, I would like to add another item to the agenda of the AERA meeting. NSWERA would like to have the Northern Rivers Zone topic revisited and propose some additions to the previous motion put forward by Queensland and voted on at the last meeting.

The following motion with sub-clauses is proposed:

- (1) There shall be a Grandfather clause protecting those QERA financial members and their direct family residing in the NRZ, prior to the date of the accepting resolution, who have already elected through financial membership, to be a member of a StateERA outside of the State in which they reside;*
- (2) From the date of the accepting resolution, those who are members of a StateERA, outside of the State in which they reside, can chose to remain as is, or become a member of the StateERA in which they reside. Once a member returns to the StateERA in which they reside, the transfer is permanent unless they take up residence in another State;*
- (3) NSWERA shall continue to support dual affiliated rides on all of its shared boundaries with other StateERAs (Qld, Vic, SA, [NT]), with the ride affiliations being paid to the StateERA in which the ride is run, as that StateERA holds the governance, responsibility and liability for the ride;*
- (4) A current financial member utilising the Grandfather clause in (1) who allows their financial membership of a StateERA to lapse, shall forfeit all rights to the Grandfather clause in (1) and therefore must become a financial member of the StateERA in which they reside;*
- (5) From the date of the 2016 NSWERA AGM, the NSWERA shall welcome the NRZ with full representation on the NSWERA SMC. NSWERA would welcome defacto representation from the NRZ, prior to the 2016 NSWERA AGM.*

Discussion:

We have spent a lot of time on this over the last two years. Will discuss this at this stage, but no voting will take place. Agenda item for the March meeting.

Jack: Well aware that this argument has been had before. Clearly still not resolved. A motion put and passed at the last meeting by AERA, the problem with NSW is that the NSW constitution stipulates that NSWERA governs all endurance riding in NSW. NSW is a clearly defined sovereign state, no debate. Constitution says this is a geographical area governed by NSWERA. There is a similar statement in the QERA constitution relating to Qld. Forgetting history, from a legal and corporate governance perspective the NSW SMC when it's confronted with an issue to violate its constitution and defend, or go to members and change. At the moment, its undecided what to do. The AERA motion is in breach of the NSW constitution. New motion is not vastly different. Want to extend the suggested motion in their favour for their lifetime. Stating that NRZ members choose to remain with QERA, they can do that forever. Major difference is all future members in the NRZ and in NSW would need to become members of NSW. Existing members are allowed a choice.

Ieva: how is this new motion not in breach of the NSW constitution? It's allowing NSW residents to be members of QERA, which is part of the argument to not allow the AERA motion. Can't have it both ways. Original motion came from NSW in the first place.

Jack: the membership stays a matter of choice. Endurance riding is governed by the geographic boundaries.

Trent: the motion on the NRZ was put forward originally by NSW, not Qld, that NRZ have a choice of NSW or Qld. We have a lot of historical documentation that goes back to 1986. As far as the constitution goes, the members of this table are concerned with the AERA perspective. Sometimes there are differences in constitution. The motion that was voted on gives NSWERA governance in the NRZ. Stipulates that it's all dual affiliated. Every ride in the NRZ is dual affiliated with NSW and QLD. NSW and QERA are the owners of those rides.

Jack: NRZ have zone status. All he can do is apologise for all of the historical arguments that he wasn't aware of.

Trent: the motion was put forward by NSW originally, and has been discussed. What you've asked for is already there. The NRZ membership now have the right to choose either state. NSW have a path of governance by the motion that was passed. Therefore, we have complied with the NSW constitution.

Jack: would need to see that the governance rests with NSW. Would need something in writing from Qld. Sees it a bit differently and would need a commitment from QERA substantiating that governance rests with NSW. AERAs responsibility is their constitution to establish and maintain other divisions of the association, so once they are established, AERA has a responsibility to maintain them. This was done a long time ago. Our motion is confirming the boundaries. AERA does have a constitutional responsibility.

Steve: constitution says "or".

Jack: the constitution needs to be amended due to this slip.

Steve: Part III of the AERA constitution:

c) The land area to which each Division shall refer will be determined by the Committee of Management of the Association from time to time.

Then Part 6 powers and duties

c) To formulate constitutional rules appropriate for the Division to be submitted for approval by the AERA.

Which is what we have been doing. The AERA should now request that NSW and QERA change their constitutions accordingly.

Jack: other problem is that we're volunteers. Sometimes we're asked as volunteer to extend those skills past what we can give. Constitutions generally are a step beyond the average volunteer. That's what happens commonly.

Steve: would it be appropriate to write to QERA and NSW to accommodate the AERAs decision. This would be a response to Getraude's email. Quote motion D from the July motion and see if this has been meant.

Jack: we've put forward some issues, then historically NSW may have put up a motion that was in breach of its constitution.

Tamara: why is this brought up now and it all came to a head at the last meeting. It was agreed at the last meeting. Everyone seemed happy with the outcome from the last meeting.

Jack: in some of the SMCs minds it might not have been handled well at this table.

Mel: need consultation with the NRZ to bring back for the March meeting. Been quite adamant because it's a late item and doesn't meet item (d) in the July motion:

AERA will consider a review of this arrangement if there is substantial evidence to show that the majority of the members in the NRZ request it to the AERA by a motion from their state division, but in any instance not before 31 December 2018.

Jack: two precedents that are absolutely at opposite ends of the spectrum. Have the NRZ where people live in one state can be members of another state. Other end of the spectrum, southern border NSW a history with the opposite where Victorian members wanting to join NSW denied membership. At odds with AERAs treatment of application.

Tamara: it is noted that the NRZ is unique. Historically a lot of stuff has happened.

Trent: this is a unique situation. Motion was agreed to. NSW constitution, that motion complies with the NSW constitution with a path for governance, therefore we have complied with NSW and AERA constitutions. Future members in Jack's motion is a major change.

Mel: this table grudgingly accepted that this was unique, especially with Julie Haigh taking the time and expense to attending the last meeting.

Trent: NSW got what they asked for. NSW and Qld were excluded from voting.

Mel: would like to see both Qld and NSW constitutions. We can do this and go away and think about it.

Steve: we've already made a decision and complied with the AERA constitution.

Jack: understand how everyone feels. Would like to think that these motions are a starting point and would be welcome to suggested amendments. Some are palatable suggestions.

Qld is currently charging a NRZ organising committee \$44 for dual affiliation. This is a one-off fee. Presently, NSWERA is charging nothing.

Mel: what's Jack's view on the ACT and how it fits into this.

Jack: the ACT was used for the FEI ride because it was independent of NSW as a vehicle to bring FEI events in. Understands that this is painful.

Ieva: thinks that Julie Haigh should be included in this discussion and any future proposals as a matter of courtesy.

Brad: from the map, there is a number of members not in the NRZ, but in NSW are becoming members of Qld. The QERA registrar has been advised of this and is looking out for this in 2016.

19.6 National Membership/Ride Entry Statistics.

MEMBERSHIPS

Generated

14/11/2015

Source:

AeraSpace

	2015	2014	2013	2012	2011	2010	2009	2008
NATIONAL MEMBERSHIPS								
Adult - Full Riding	1479	1455	1441	1505	1581	1610	1650	1716
Junior - Full Riding	202	173	174	209	175	249	208	152
Full riding sub-total	1681	1628	1615	1714	1756	1859	1858	1868
Intermediate	63	60	29	0	0	0	0	0
Non Riding	56	57	80	105	103	120	130	125

Honorary	56	54	33	29	25	24	25	18
	1856	1799	1757	1848	1884	2003	2013	2011
Day - Training & Intro	1468	2072	2309	2183	1789	1811	1622	2031

TOTAL DIVISION MEMBERSHIPS excluding Day memberships

NSW	545	497	538	546	565	611	569	609
QLD	545	559	587	610	602	650	725	715
SA	79	74	75	76	80	85	98	103
TAS	279	271	217	244	242	247	227	177
VIC	203	201	175	219	220	201	218	227
WA	205	197	165	153	175	209	176	180
	1856	1799	1757	1848	1884	2003	2013	2011

Adult - Full Riding

NSW	437	411	438	456	485	493	499	545
QLD	451	455	475	490	504	521	566	595
SA	57	52	63	65	73	72	83	90
TAS	204	205	173	188	191	199	172	136
VIC	159	161	147	177	184	164	179	189
WA	171	171	145	129	144	161	151	161
	1479	1455	1441	1505	1581	1610	1650	1716

Junior - Full Riding

NSW	50	29	40	49	39	82	48	30
QLD	62	66	73	75	62	78	83	59
SA	3	5	4	6	4	7	10	8
TAS	51	44	31	41	33	32	38	22
VIC	24	21	20	30	25	22	19	23
WA	12	8	6	8	12	28	10	10
	202	173	174	209	175	249	208	152

Intermediate

NSW	32	31	25	0	0	0	0	0
QLD	11	14	0	0	0	0	0	0
SA	15	8	3	0	0	0	0	0
TAS	0	0	0	0	0	0	0	0
VIC	5	7	1	0	0	0	0	0
WA	0	0	0	0	0	0	0	0
	63	60	29	0	0	0	0	0

Non Riding Memberships

NSW	20	20	29	35	38	33	19	32
QLD	15	18	35	43	34	49	74	59

SA	3	6	2	3	1	4	3	3
TAS	10	8	8	10	13	11	11	14
VIC	2	3	3	7	7	10	13	10
WA	6	2	3	7	10	13	10	7
	56	57	80	105	103	120	130	125

Honorary

NSW	6	6	6	6	3	3	3	2
QLD	6	6	4	2	2	2	2	2
SA	1	3	3	2	2	2	2	2
TAS	14	14	5	5	5	5	6	5
VIC	13	9	4	5	4	5	7	5
WA	16	16	11	9	9	7	5	2
	56	54	33	29	25	24	25	18

Day Memberships - Training & Introductory (counts the same person only once)

NSW	582	677	725	627	556	464	508	738
QLD	332	627	500	618	317	367	292	382
SA	145	189	131	151	172	118	76	84
TAS	67	98	184	13	97	110	115	105
VIC	138	288	406	375	300	324	346	466
WA	204	193	363	399	347	428	285	256
	1468	2072	2309	2183	1789	1811	1622	2031

Ride Entries

Generated

14/11/2015

Source: Aeraspace ride results
website

	2015	2014	2013	2012	2011	2010	2009	2008
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Ride Entries - Total

Endurance	4826	4814	4968	5462	5342	5626	5582	5500
Training	2860	3110	2637	2761	2877	2754	2835	2038
Introductory	2253	2123	2096	2053	1638	1570	1313	797
FEI	54	40	162	219	385	314	456	263
Total	9993	10087	9863	10495	10242	10264	10186	8598

**Ride Entries -
Endurance**

NSW	1797	1441	1455	1620	1524	1938	1799	1702
QLD	1261	1280	1581	1582	1344	1554	1533	1811
SA	233	188	221	198	469	165	242	226
TAS	670	761	764	1060	886	810	710	610
VIC	437	538	439	650	681	646	808	623
WA	428	606	508	352	438	513	490	528

Total	4826	4814	4968	5462	5342	5626	5582	5500
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Ride Entries - Training

NSW	737	864	805	771	853	699	705	631
QLD	995	1085	774	881	892	828	972	853
SA	138	142	119	137	154	129	108	14
TAS	390	427	325	263	269	308	304	182
VIC	289	331	310	349	362	321	259	96
WA	311	261	304	360	347	469	487	262
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Total	2860	3110	2637	2761	2877	2754	2835	2038

Ride Entries - Introductory

NSW	759	593	562	457	429	314	237	212
QLD	568	599	502	616	349	349	412	284
SA	269	233	158	165	104	128	36	0
TAS	116	107	119	59	43	69	52	26
VIC	204	283	362	373	292	224	187	53
WA	337	308	393	383	421	486	389	222
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Total	2253	2123	2096	2053	1638	1570	1313	797

Ride Entries - FEI

NSW	54	0	103	122	92	99	67	17
QLD	0	14	0	40	233	166	234	57
SA	0	0	0	0	0	17	22	12
TAS	0	0	0	42	36	0	0	21
VIC	0	26	52	0	0	22	110	117
WA	0	0	7	15	24	10	23	39
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Total	54	40	162	219	385	314	456	263

20. Meeting Dates 2016.19th and 20th March 2016.16th and 17th July 2016.19th and 20th November 2016.