



# Australian Endurance Riders Association Inc.

**Meeting notes of the AERA General Meeting of Members held on 16<sup>th</sup>, 17<sup>th</sup> & 18<sup>th</sup> November 2012 in Brisbane.**

Friday 16th November 2012: meeting commenced at 1.25 pm, closed 6.55 pm.

Saturday 17th November 2012: meeting commenced 7.55 am, closed 7.05 pm.

Sunday 18th November 2012: meeting commenced at 8.00 am, closed 12.45 pm.

## **1. Welcome by President.**

Tom welcomed everyone to the meeting. Sadly, Anne's health has deteriorated and she will not be joining us. Tom advised that Kerry Spratt has resigned from NSWERA and that Tom Perkins has been appointed for the remainder of Kerry's term as an AERA delegate. Gary advised this would be his last meeting - Tom thanked Gary for his contribution.

## **2. Present:**

Tom McCormack (Chair), Gary Tweedie, Tom Perkins, Melanie Scott, Julie White, Pat Hodgetts, Sandy Little, Katrina Westerhoff, Dorte Colje, Matthew Krahn, Liz Rutherford, Ieva Peters.

## **3. Visitors:**

Dick Collyer (proxy for Anne Jones), Deb Watson (Friday), Vern Berry (Saturday), Steve Swan (Saturday), Trent Huxtable (proxy for Debbie Grull).

## **4. Apologies.**

Debbie Grull, Anne Jones.

## **5. NSWERA Delegate change.**

The table accepted the appointment of Tom Perkins as the NSWERA Delegate representative following the resignation of Kerry Spratt.

## **6. Register of Pecuniary Interests and Conflicts of Interest.**

To be declared as and when they arise.

## **7. Registration of Votes.**

Qld 6 votes, NSW 6 votes, Tas 3 votes, Vic 3 votes, WA 2 votes, SA 1 vote.

Tom reconciled the AON insurance invoices and noted that TAS membership was overstated and SA understated regarding the voting rights. The result was TAS should have only had 3 votes not 4 for 2012. Tom checked all previous voting outcomes for 2012 and no outcomes would have been different as a result of the change.

There was discussion on the difficulty to verify such numbers but with AeraSpace, the numbers will be downloaded directly from the database in future. Action: One delegate from each State to be nominated to chase up outstanding information / data from their State if it was not forthcoming. E.g. Invasive Treatments, membership numbers, etc.

Contacts until the next AERA meeting will be: NSW – Tom Perkins, SA – Melanie Scott, TAS – Pat Hodgetts, VIC – Sandy Little, QLD – Matthew Krahn, WA – Liz Rutherford.

## **8. Business Arising from the Minutes (from Action Sheet).**

- All honorariums will be reviewed at the March 2013 meeting.
- Catastrophe reports: Not every Division is sending their summary to Dorte.
- Chief Stewards: Dorte will do an eNewsletter at the end of this year re: rule changes.
- Storage facility: Unbelievably expensive to hire storage space. Cheaper to buy one container (dry box) about \$2k and store it at somebody's place. Defer to next meeting.
- Roy Noble thank you: One buckle has been set in a clear resin to go into a timber frame. Still in progress.
- Disclaimer signs: Aon has sponsored these, and they have been distributed to the States for distribution to ride committees.
- Horses at events: horses that are not officially entered in an event have no liability insurance should they cause an incident. For day members, liability coverage begins when they enter the ride and ceases when they leave the grounds or five hours after completion of the ride, whichever is soonest. Entry form must be signed and the person must actually enter the ride. Notice to go to the states.
- Pat Slater Cup: Deb has a quote to assemble the cups from Trevor Young who is a goldsmith/silversmith from Warwick for approx \$1,000 per cup and requires a \$400 deposit. Agreed to have one cup built and then review workmanship. As we have parts to build 5 cups it was suggested we make the 5<sup>th</sup> cup a perpetual trophy. Agreed 4 years to decide.

Moved            Dick Collyer/Liz Rutherford  
That             the AERA accept Trevor Young's quote of \$1,000 approx. to build 1 Pat Slater Cup.

Voting WA – yes, Qld - yes, Tas - yes, Vic - yes, SA - no, NSW - yes. Carried.

- **Quilty Cup:** Before committing, review the job Trevor does on the Pat Slater Cup.
- **TQ10:** Ieva wrote to TQ10 committee congratulating them on purchasing the timing clocks for VERA from their proceeds.
- **TQ11:** Audited accounts still not received. Mel has asked and not been getting a response.
- **50th Quilty:** Terms of Reference for a Celebration Sub-Committee have been done.
- **Original Quilty Cup:** Can we secure the original Cup from the Hall of Fame? Matthew has spoken to the curator who will ask the Board. It's not going to be cheap as we would have to construct a suitable cabinet for the Cup to be transported similar to the one that we have brought. Would have to have a GPS tracking system. Would also need to have a custodian. Matthew to follow up costs.
- **AERA Laptop:** Ieva has updated the software on the laptop.
- **Endurance.db:** Ieva has asked Ian B to place a notice on endurancedb website to contact Jo Bailey to report errors.
- **AeraSpace:** Ieva has given Steve Swan a Quilty wish list. Steve has sent out some pro forma forms to the participants from each state.
- **Vet Accreditation review:** Pat to liaise with NVP to update the Vet Accreditation procedures. Pat has spoken to the NVP, but the Hendra vaccination has dominated the conversation. Deb and Pat to bring back some recommendations to the next meeting.
- **IVT Forms:** Tom updated the Vet IT form to reflect the moderate and severe metabolic treatments and also put the definitions of "moderate" and "severe" onto the IT Explanatory Notes form from the rule book.
- **EWS:** Ieva to redistribute the Qld document for discussion.

#### 9. Financial Report – distributed separately.

Tom presented a forecast result for 2012 compared with the previous year actual result plus a broad budget proposal for 2013. There was discussion regarding the assumptions made for the remainder of 2012 and for the 2013 budget. It was agreed that Endurance Horse registration fee will continue and fund the ongoing development of AeraSpace. It could also be earmarked in the future for any new projects that may arise. Tom will research MYOB in the "cloud" we may save money and get better access.

Moved Matthew Krahen/Melanie Scott  
That the Australian Endurance Squad bank account and the Database bank accounts are closed, and the remaining funds are transferred to the AERA investment account.  
Voting Carried unanimously.

AERA State Affiliation fees 2013 - it was agreed that there will be no increase to the 2013 affiliation fees. The Statistic report was tabled.

#### 10. State reports tabled.

There was nothing further to add other than SA wants Child Protection to be March 2013 agenda and ensure it is included in the Risk Management Manual.

#### 11. AON Insurance Cover for Veterinarians.

Submitted by Aon to go on the website and sent to the NVP. Ieva will do this.

#### 12. Insurance.

Gow Gates approached Tom offering to quote. Information had been provided to Gow Gates but no quote received as yet. Aon Insurance proposal for 2013 had been distributed. Adult PA insurance increased to \$100 from \$70. Tom had also asked AON to also quote "optional" personal accident insurance which was \$75.00 Adult and \$17.50 Jnr. There was much discussion regarding the optional PA policy. Tom to request a comparison between the 2 PA policy options.

Moved Dick Collyer/Gary Tweedie  
That In principle, we accept the Aon renewal with the opt-in opt-out option, subject to Gow-Gates giving us a good price and Bev providing an acceptable comparison between the two PA policies, item by item.  
Voting Carried unanimously.

#### 13. Day Membership Notes from AON.

Day membership exemptions exist for members of the AHSA, Pony Club and Show Horse Councils in certain States. If a Day member has an incident at an AERA event and they were exempt, then they have to claim through their policy with the relevant group above. Would the events have to be listed on the AHSA, Pony Club and Show Horse Council calendar? Tom will ask Bev.

#### 14. International Secretary.

The International Secretary Report tabled her final report. Ieva was thanked for all of her hard work on the international front. Ieva will continue until the end of the year.

#### 15. EA Swabbing Stewards refresher courses.

Dorte waiting for Warwick Vale to confirm what is happening as several MCP stewards need to do their refresher courses. If no EA agreement, would we need EA accredited swabbing stewards? Answer is no but we would need a form of accreditation for the relevant people. Swab kits can be purchased elsewhere and testing is evidently cheaper in both VIC and Qld.

#### 16. FEI Calendar 2013.

It was noted that an FEI ride application had been processed indicating that it had been approved by VERA when in fact it had not been approved by VERA at the time. The ride has since been approved by VERA.

#### 17. EA-AERA Agreement.

EA have been pre-occupied with the Olympics, selection disputes and their AGM. It was agreed to delay contact until after the EA Board elections. Email from EA tabled and discussed. AERA has options; walk away and have no further discussion, or establish a minimum position for affiliation which EA accepts or rejects. The affiliation question must be finalised as it has gone on too long already. Agreed that Ieva and Tom meet with Grant and an EA Board member in late November for face to face discussions.

If we have no affiliation agreement, the EA would still be bound to hold FEI events in AUS. Hence the AERA needs to be aware of the possible scenario if no agreement is reached. FEI ride organisers in a non affiliation environment may hold their rides in direct competition to AERA events and be acrimonious towards the AERA. The AERA needs to consider these possibilities. Some options include not allowing AERA logbooks to be used at EA/FEI events and not recognising the event for the AERA point score or distance recognition.

Moved	Dick Collyer/Liz Rutherford
That	rule H4.6 is added: Logbooks are issued on the understanding that they must be used only for AERA affiliated events.
Voting	Carried unanimously. Passed first vote.

#### 18. Post AES.

The AERA should create a formal mechanism for educating members. Identify and develop education "modules" and offer these to the States for use. There was much discussion.

NSW delegates advised that NSWERA were proposing a second tier to the sport for people who only want to ride the shorter distances but it would also provide a transition level for people new to the sport before doing longer rides. NSWERA SMC is proposing a new class of membership – intermediate. The new membership allows unlimited day membership for intro and training rides plus a point score. One point per kilometre, one point for every heartbeat under 55, plus points on the overall vet logbook score of an "A" or a "B". VERA has a similar distance award for the end of the year. It was generally agreed that we need to introduce some form of membership below endurance level and above intro level. It was discussed whether we consider renaming "training" rides to perhaps "intermediate". There was discussion about introducing a National Training ride Pointscore.

Moved	Gary Tweedie/Dorte Colja
That	the AERA introduce a national point score for divisional members in rides of 40km to 65km as per the national point score. To be eligible, the horse must have an AERA logbook.
Voting	WA – abstain, Qld – yes, Tas – yes, Vic – yes, SA – abstain, NSW – yes. Carried.

Moved	Dorte Colja/Katrina Westerhoff
That	the AERA national point score for riders is amended to include a point score for rides from 40km to 65km to be calculated as follows: One point per successful kilometre. Heart rate: one point for each beat under 55 bpm. The overall score in the logbook to be calculated as follows: A=3 points, B=2 points.
Voting	WA – abstain, Qld – yes, Tas – yes, Vic – yes, SA – abstain, NSW – yes. Carried. Passed first vote.

If it is passed in March it is effective for the 2013 calendar year. Make it an agenda item for November 2013 for review on how it is going.

#### 19. World Youth Championships 2013 & World Equestrian Games 2014.

Email tabled from Peter Toft asking for Expressions of Interest for the World Youth Championships 2013 and WEG 2014. To be circulated to members via usual media points.

#### 20. Chief Stewards eligible for accreditation.

Moved Matthew Krahen/Tom Perkins  
 That Tony Warren (NSWERA) and Scott Sallur (QERA) are accredited as AERA Chief Stewards.  
 Voting Carried unanimously.

### 21. Veterinarian Accreditation Procedure.

Pat is to update the vet accreditation procedure document (2008) in conjunction with the NVP and table at future meeting for ratification. There was a brief discussion regarding treatment vets and a separate accreditation process which the FEI have adopted. The AERA will need to consider whether this is viable for the AERA.

### 22. Chief Steward Accreditation Procedure.

The review has been finalised.

### 23. TPR Accreditation Procedure.

Need to change 2.6 to the same terminology as the new version. TPRs are not qualified to do a gut sound assessment. Dorte will send out a reminder in the next CS eNewsletter.

### 24. Other Horse Welfare / Medication Control items.

IVT reports need to be sent to Dorte on a regular basis and the CS should read the forms before they are sent to Dorte as sometimes the writing is illegible. Make sure the vets print their name clearly on the form. Jo HB is still collating the information. Invasive Treatment Summaries for 2012 were tabled and discussed. EWS Review – For discussion by the SMC's. Ieva to ask Dorte to send a copy again to all State Secretaries.

### 25. Vet Fees 2013.

80 km ride \$590 + GST

120 km ride \$660 + GST

160 km ride \$820 + GST

Marathon \$425 + GST per day for endurance accredited vets

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

Vet fees are set, plus GST. If vets want to charge GST, they must submit a tax invoice.

### 26. Catastrophe.

There was a horse death following a recent event in Qld. The horse completed the ride successfully but received IVT 2 plus hours after completion and appeared to recover and was subsequently signed off by the HV to go home. Horse went home but relapsed. Local veterinarian was called and the horse was diagnosed with surgical colic. The owner opted to euthanize.

Moved Dick Collyer/Melanie Scott

That Amend rule H24.6:

H24.6 Any horse requiring invasive treatment due to a metabolic condition during or as a result of the event, may be eliminated, depending on the nature of the treatment and severity of the episode. [For the purpose of this rule only,] the event being defined as from the pre-ride veterinary check until 2 hours after the end of the ride vet check for that horse. At that time, at the discretion of the head veterinarian, a further vet check may be undertaken.

Voting Carried unanimously. Carried. Passed first vote.

### 27. Rule Changes – Motions for Second Vote

#### Horse Health Declaration Forms.

That all horses participating in endurance rides in Australia are required to complete a horse health declaration form until further notice and provide it to the ride organiser at the point of entry.

Voting WA yes, Qld yes, Tas yes, Vic no, SA no, NSW no. Carried. New rule 2013.

#### CS Accreditation.

That The March 2012 CS Accreditation Procedure be adopted and rule A9.7 be amended to read:  
 A 9.7 A Chief Steward shall be accredited in accordance with the current AERA Procedures.

Voting Carried unanimously. Carried. New rule 2013.

#### TPR Accreditation.

- That The March 2012 TPR Accreditation Procedures be adopted, and rule A10.7 be deleted and A10.6 is amended to read: A10.6 TPR Stewards shall be accredited in accordance with current AERA Inc. Procedures.
- Voting Carried unanimously. Carried. New rule 2013.

### Ride Officials

- That Section A8 be amended as follows
- A8 RIDE OFFICIALS
- 8.5 Ride officials must recognise and respect not only their own rights and responsibilities but also must conduct themselves with due regard to the rights and responsibilities of members, other officials, riders and members of the public.
- 8.6 Ride officials are to conduct themselves in a manner which maintains the reputation and orderly functioning of endurance riding as determined by the AERA Inc Members Handbook.
- 8.7 Through the Chief Steward, any designated ride official has the right to refer any matter relating to the irregular running of an endurance ride to their State Management Committee.
- 8.8 Through the Chief Steward, Any member, other official, rider or member of the public has the right to refer any irregular, abusive or unsuitable behaviour of a ride official to their State Management Committee.
- Voting Carried unanimously. Carried. New rule 2013.

### Changes to Harness rules regarding logbooks and membership cards.

- That Rule 38.1 is altered to read:  
 "Separate logbooks are not required for harness events. The appropriate page on the existing logbook is to be marked so as to show the horse is competing in a harness event. The horse is assumed to be at novice harness status unless the connections can prove otherwise."  
 Rule 38.2 is altered to read:  
 "Drivers need not be issued with separate membership cards', however state registrars must keep a record of novice and endurance drivers and issue membership cards reflecting their status."
- Voting Carried unanimously. Carried. New rule 2013.

### Necropsy

- That Rule V16.8 is changed to read:  
 The veterinarian shall pass all fees for the necropsy to the AERA. The AERA will be entitled to a copy of the necropsy report and may recover these costs from the owner/responsible member.
- Voting Carried unanimously. Carried. New rule 2013.

### Rule Changes – Motions for First Vote.

Motion from QERA:

- That the following be added to the table in H18.2 and R13.  
 Disqualification for finishing faster than designated Novice time  
 - up to 5 minutes faster 10 points;  
 - over 5 minutes faster 30 points.
- Rationale: Controlling the speed at which Novice horses can participate is a key principle on which the Horse Welfare Rules of the AERA are based. It is essential that any breach of this principle has significant consequences for the rider and the horse.
- Discussion: A rider recently competed a novice horse at 15.5km/h and came in 35 minutes faster than novice time. There needs to be an appropriate penalty on the EWS as this is either deliberate or very stupid. Disqualification from the event is not sufficient penalty as the action also compromises horse welfare. Up to 5 minutes is not a huge breach, but over 5 is a different matter.
- Voting Carried unanimously. Carried. Passed first vote.

### 28. Discussion Item - Elevator Intro & Training Rides.

From the July meeting minutes: Currently the minimum age for a 40km is 4 ½ years for the horse. What if it's a 65km training ride for 4 ½ year old horse? What if it's an elevated intro ride at 35km for a 3 year old horse? Are we Ok with

the distances and the ages? If we're not happy it needs to be in the rules. Each SMC to discuss this prior to the March 2013 meeting.

### 29. TQ12.

Head Veterinarian's report tabled and discussed.  
Audited accounts not yet available.

### 30. TQ13.

Vern Berry, David Somerville and Karen Johanssen attended the meeting.  
Vern updated the meeting on progress and tabled the latest budget spreadsheet. Completion rate budgeted at 65%. Tent city will accommodate 40 at a cost of \$210 per person for the duration. Vet fees for 2013 were notified to VB. P&C doing most of the meals plus potato van, pizza and several other locals. Not many powered sites will be available. Yearbook has been sponsored. TQ13 pay for the paper and the ink. Ride bibs not in the budget and a set of 400 estimated cost of \$10k. TQ13 is looking for a three way sponsorship of the bibs being 2 external sponsors and the AERA. David has approached potential sponsors. Subject to a contract between the AERA and the sponsors for the next six years, the bibs could go into the Quilty Kit. The tabled requested a written proposal for consideration.

Head Veterinarian's report was tabled and discussed.

Chief Steward's progress report was tabled and discussed.

AERA appointed Chief Stewards for TQ13 are Qld – Dorte Colja, Tas – Helen Bowkett, Vic – Sandy Little, SA – Faye Gallagher, NSW – Tom McCormack, WA – Deb Symington

Moved	Matthew Krahn/Sandy Little.
That	the Entry fee for the Tom Quilty Gold Cup 2013 is set at \$430 inc. GST and the Vet levy is set at \$30 inc GST per horse.
Voting	Carried unanimously.

Camping fee \$50 inc. GST per horse.

### 31. TQ Sponsorship.

The proposed Bib arrangement for TQ13 prompted general discussion regarding TQ sponsorship. The concept of selling bib sponsorship for a 6 year cycle may be feasible. However there was agreement that one TQ committee cannot obtain sponsorship for their TQ and at the same time commit future TQ Committees to honour the first TQ committee undertakings. This could only be done by the AERA and then the AERA would be obliged to return the bulk of the sponsorship to future TQ committees through reduced affiliation fees or similar. Julie has made preliminary enquiries with Easy Care as a potential sponsor for the Quilty for future years. For example, would we commit for \$50k for ride bibs with the sponsor's name on it for the next "X" years.

### 32. TQ14.

Ieva advised everything is progressing well and tabled several photos of the course from the September Wagin FEI ride.

Moved	Ieva Peters/Pat Hodgetts.
That	Dr. Anne Barnes is appointed as the Head Vet for the Quilty 2014 in WA.
Voting	Carried unanimously.

### 33. TQ15.

AERA Celebration Sub-committee.

E of I received from Barb Macdonald and Emma Holland.

The subcommittee is there to come up with ideas for the event and to work in conjunction with the ride organising committee and the AERA. It was decided to extend the deadline for EOI's to March 2013.

TQ15 Committee

It was agreed at the last meeting that NSW and Vic would discuss the venue of the 50th Quilty. NSW advised that their investigations confirmed a course could be found and that a letter requesting a swap had been forwarded to VERA and they were awaiting a reply. Sandy congratulated NSW for the way they've gone about the process and advised that formal approval from VERA was being finalised. VERA will write to NSWERA and then an announcement could be made.

### 34. TQ13 Teams Event.

It was agreed to call for EOI's for the TQ13 Teams sponsorship.

**35. TQ Teams Entry Eligibility.**

QERA indicated their desire to change the team entry requirements in the Quilty team competition, so that team members can be from any riding division. QERA wanted to promote the team competition at TQ13 by encouraging Junior riders to form into Junior teams. Most riders would prefer to enter teams with friends, and often the restrictions on riding divisions make this difficult or impossible. It was suggested we have 2 team competitions, the traditional "restricted" event and a new "open" event. The official focus would be the "restricted" event and State teams would enter the restricted competition. Discuss further at March 2013.

**36. Tom Quilty Manual.**

Tom Quilty manual (second draft) has been updated and distributed separately. Still need to fill some holes. Tom has requested feedback.

**37. Appointment of TQ CS and HV.**

Following the July 2012 meeting, only 2 states have nominated their Vets and Chief Stewards for the selection pool. It is suggested the AERA nominate the CS and HV from the selection pool in consultation with the ride committee and include the key personnel in the TQ Agreement.

**38. AeraSpace.**

Steve swan attended the meeting and provided an update.

Registrar's weekend went very well and was very useful. All Registrars are on-line. Testing underway but more needs to be done. Correspondence received from Ian Blucher and Caroline Windle. There was discussion regarding the correspondence and leva will write to the parties involved. Tom thanked Steve and acknowledged the hours contributed by Steve and Madeline.

Moved	Sandy Little/Liz Rutherford
That	the AERA reimburse QERA for the 2013 membership for Steve Swan and Madeline & Geoff Fisher.
Voting	Carried unanimously.

**39. National Ride Standard.**

Email had been sent out advising the States about the balance of funds available. All Chief Stewards are to receive a Red Vest. WAERA asked whether their funds could go towards a new ride trailer and there were no objections.

**40. Constitution.**

Kerry, who acts as the conduit to our Lawyers, was asked to revisit the reasons why the Constitution review was on the table and the sequence of events that had occurred to date. It was agreed that a new Constitution was required and that a band aid approach was not acceptable. There was discussion regarding the 2 competing models, an Incorporated Association (current model) or a Company Limited by Guarantee (ASC and lawyers recommended model). There was discussion regarding the conflict of interest when a State delegate sits on a National Body.

Moved	Matthew Krahen / Dick Collyer
That	the AERA request that John Mullins prepare a draft AERA constitution based on an Incorporated Associations model (NSW) addressing the identified deficiencies in the existing constitution.
Voting	WA yes, Qld, yes, Tas no, Vic yes, SA yes, NSW yes. Carried.

**41. AERA Awards.**

There was discussion regarding identifying a Rug Importer who would provide a discount for Endurance Clubs purchasing horse rugs. Across Australia, Clubs probably purchase 200-300 rugs annually. Tom had made a preliminary contact in NSW and Dick would approach a Qld contact. A discussion regarding the AERA Awards for TQ13 resolved that Pat Hodgetts would liaise with Kerry and Jan Tyrrell for TQ13.

**42. AERA Rider Lifetime Distance Award.**

There was discussion regarding introducing a National Rider Lifetime Distance Award similar to that presented for horses. The initial recognition would be for 10,000 successful Endurance kms and then further recognition at 5,000km increments after that.

Moved	Dick Collyer / Liz Rutherford
That	the AERA introduce a rider lifetime distance award to begin at 10,000km with the first presentation at TQ 2015.
Voting	Carried unanimously.

**43. Rider Bibs.**

There was a discussion regarding the legal requirements of rider bibs. Tom spoke to police in NSW and the law "recommends" horse and push biker riders "wear bright coloured clothing", that's all. A horse or pushbike rider cannot

be booked for not wearing high-vis vests although it is common sense to do so. It was suggested that as part of the AERA Risk Management Policy, AERA should require that all horse riders wear reflective high-vis bibs. Any ride committees purchasing new bibs should be encouraged to purchase only reflective high-vis bibs.

There was also discussion regarding a practise in WA where wrist bands are printed with one placed on the riders bib and one placed on the saddle. The Chief Steward's telephone number is printed on the wrist bands and WAERA purchased a dedicated mobile phone for the Chief Steward which is used at each event hence only one phone number. This was the result of a rider and horse parting company and the horse was found by members of the public several kms away from the ride with no idea where it came from. Agreed that delegates should table this for discussion at their SMCs.

#### **44. Sponsorship / Promotion.**

Tom suggested the AERA should consider appointing a sponsorship/promotion position which is external to the AERA table. Initially pay the position an honorarium for a set number of months which is then replaced by a % of income generated. There is potential for long term sponsorships for the AERA and perhaps Government Grants. Rather than engage someone, Liz offered to take on the role of the Sponsorship portfolio from a national perspective. Liz and Julie agreed to share the portfolio. Long term sponsor relationships would need to be established.

#### **45. Rule Book.**

Tom and Steve Roberts are reviewing the rule book. Plan to have a draft available by the 31st Jan 2013.

It was suggested that we change the name of the publication from a "Handbook" to a "Rule Book" and incorporate the Guidelines into the rules. There was a suggestion we sell advertising space in the new Rule Book. It will be discussed further prior to printing.

#### **46. Document Updates.**

Liz has struggled with the Meeting Notes so Sandy Little has agreed to do this task.

#### **47. Junior Membership.**

It was noted that the Handbook needed to be updated as it states "Junior – riders who attain 17 years or under in the year of the ride". You ARE an adult in the year that you turn 18. This is not a rule change, just a clarification of the intent.

#### **48. Horse Containment Guidelines.**

It was agreed to incorporate these as rules in the next edition.

#### **49. Hendra Virus/Vaccination update.**

There was an extract circulated from the Equine Veterinarians Australia Newsletter (8/11/12) plus a report from the AERA National Veterinary Panel (NVP) and some notes from Debbie Grull.

There was considerable discussion regarding the vaccine which had been recently released. The NVP recommends the phasing in of compulsory vaccination for all horses attending Endurance events. After lengthy debate it was;

Moved	Julie White / Pat Hodgetts
That	the AERA make the following statement which will go on the Website and Facebook: The current biosecurity procedures in high-risk Hendra virus regions remain in place. Individual members considering vaccination against Hendra should be guided by consultation with their local veterinarians. This position may change depending on advice from relevant government departments.
Voting	Carried unanimously.

#### **50. Horse Identification document.**

Debbie tabled a Horse Identification document that she had produced to assist owners when completing their Owner Horse Identification papers. Veterinarians may also find it useful. Debbie has done a great job on the document. Ieva is to forward the document to the States and the AERA website. Pat Hodgetts will try and source a hoof marking sheet to be included.

#### **51. Body Condition Scoring.**

Debbie tabled a Body Condition Scoring document that she has produced to assist owners in assessing the body score of their own horses. Debbie was thanked for producing the document which is to be sent to the States and AERA website.

#### **52. Ride base access.**

There was discussion regarding the right of a ride organiser to refuse entry to an owner/trainer. This issue arises from time to time around the nation. After much discussion it was;



Moved Liz Rutherford / Katrina Westerhoff  
That the AERA obtain a quote to clarify the legal position of rider organisers restricting access to members and non members on public and private property.  
Voting WA yes, Qld yes, Tas yes, Vic yes, SA yes, NSW yes. Carried.

**53. Child Protection Policy.**

As legislation is different in each state, the AERA Risk Management Policy needs to be updated with a generic statement and then refer each state to comply with their specific State requirements. Mel will do some more research.

**54. Meeting venue.**

The general consensus was to cost alternative venues as Brisbane had been the meeting venue for a decade or thereabouts. It would be good to move around a little. Melbourne is the preferred option. Tom to get costings for a Hotel/Motel with a conference room in Melbourne. It was also agreed to set the meeting dates for the 2013 year.

Meeting closed 12.45pm.

Meeting dates 2013.

1, 2, 3 March 2013. Venue: TBA.

19, 20, 21 July 2013. Venue: TBA.

15, 16, 17 November 2013. Venue: TBA.