



Australian Endurance Riders Association Inc.

Minutes of the Committee of Management Meeting of the Australian Endurance Riders Association Inc. held on 13th, 14th and 15th July, 2012 commencing on Friday at 1:22 p.m. - closed at 6 p.m., Sat opened at 8:00 a.m. - closed 7:05 p.m. Sun, opened at 8:15 a.m. - closed at 1.20 p.m.

1. **Welcome by President:** Tom welcomed everyone to the Committee of Management Meeting.
2. **Present:** Tom McCormack, Gary Tweedie, Anne Jones, Matthew Krahn, Dorte Colje, Debbie Grull, Sandy Little, Katrina Westerhoff, Julie White, Melanie Scott, Liz Rutherford, Ieva Peters.
3. **Apologies:** Kerry Spratt, Pat Hodgetts (Friday).
4. **Visitors:** Dick Collyer (Friday, Saturday & Sunday), Steve Swan (Sunday), Barbara Macdonald (Friday), Chris Gates (Friday), Brian Sheahan (Friday), Peter & Penny Toft (Friday), Trish Annetts (Friday), Vern and Dee Berry (Sunday). Anne Jones has appointed Dick Collyer as a proxy if the need arises. Kerry Spratt appointed Gary Tweedie as proxy.
5. **Register of Pecuniary Interest and Conflict of Interest.** As and when they arise.
6. **Registration of Votes.** Qld 6 votes, NSW 6 votes, Tas 4 votes, Vic 3 votes, WA 2 votes, SA 1 vote.
7. **Ratify Teleconference vote re EA/AERA Agreement.**

Moved AERA/AERA
That the State Divisions vote to accept the EA/AERA proposal.
Voting QLD – No, NSW – No, Tas – No, WA – No, Vic – No, SA – No. Motion Lost.

8. **Business Arising from the Minutes (from Action Sheet).**
 - **Storage Facility.** Continuing discussion re having a central storage point for AERA items.
 - **Tom Quilty Cost Ready Reckoner.** Done and is part of the Quilty Booklet.
 - **TQ Kit Vet Vests.** Provet has sponsored 20 vests. Thanks to Lainie Ray and James Vowles for assisting with this.
 - **AON Disclaimer Signs.** Aon has agreed to pay for this.
 - **Pat Slater Cups.** We have sufficient components to build 5 PS Cups. A new cup maker is required due to retirement of previous person.
 - **CS, TPR & Vet Memberships.** From an insurance perspective, there is no requirement for TPRs, CS and vets to be members as all volunteers are covered for PA and PL and PI (for vets) as volunteers.

9. **Treasurer's Report – distributed separately.**

Need to purchase more TQ buckles. Last purchase, completion buckles US\$185, place buckles US\$195 plus freight and import duties. Agreed to order 200 buckles in November for delivery April 2013.
AERA to open an account with Australia Post and Yellow Couriers.
Only one TQ Gold Cup left so new jeweller is being sourced.
Statistic tables now presented at each meeting showing memberships, ride entries and invasive treatments on a current year and historical basis

Moved Matthew Krahn /Julie White
That the AERA appoint Len McKewin of MK Auditors (Ipswich) as the Auditor for 2012.
Voting WA yes, SA yes, Vic yes, Tas yes, Qld yes, NSW yes. Carried.

10. **Change of Bank Account signatories.**

Moved Matthew Krahn/Julie White
That In regard to Westpac Bank Accounts (3 accounts) that Roy Noble and Graeme Gilbertson be removed as signatories and that Tom McCormack and Debra Watson be added. It is noted that Ieva Peters and Anne Jones are existing signatories to these accounts and remain signatories. Any two (2) of the four (4) signatories are required to transaction the accounts.
Voting WA yes, SA yes, Vic yes, Tas yes, Qld yes, NSW yes. Carried.

11. **Expense Claims.**

To ensure accurate accounts, it was agreed that all expense reimbursements must be submitted to the AERA Treasurer within 60 days of the expense being incurred.

12. Secretary's Report.

Anne and Ieva are sharing the secretary's load. Liz to do the meeting notes, Mel will keep the motions document updated. AussieEndurance: Bogus seller identified. Continue to warn users regarding scammers.

13. National Veterinary Panel Report.

Ieva is to ask Ian to provide BCS and result data for the vets to analyse to make further decisions about appropriate scores for endurance horses.

Insurance: Vets are treated as volunteers and get PA, PL and PI cover. PI capped at \$1 million and is for first aid provided to a horse as a result of the horse's participation in the event. Retired and non practicing vets are covered provided they are currently registered with their state veterinary boards/ associations. All vets and other volunteers must be listed on the volunteer register for each event.

People bringing horses not entered into the ride need to enter the event to be covered for PL insurance.

14. EA/FEI/International.

EA agreement: States voted unanimously to reject EA's proposal. EA disappointed but agreed they wanted to find some common ground. A copy of the EA letter was tabled. As there is no affiliation agreement it was agreed that we should continue as usual until such time as we come to an agreement or hear otherwise from EA. EA is pre-occupied with the Olympics, so agreed to meet Grant and EA Board member(s) in (hopefully) September to find some common ground. Peter T provided a report in his capacity as Chef for the Aussie team heading for the WEC in the UK and also provided some possible insights into EA plans regarding the structure for the FEI component of the sport.

Dr. Brian Sheahan has been appointed the Chair of the FEI Endurance Committee and is only the second Australian to ever hold such a position on any FEI discipline – well done Brian.

15. AES BOM Report.

Squad Camp at Tasmania TQ was well attended and the BOM recommended these educational camps continue at future TQs and perhaps State Champs. It was recommended that the squad is dissolved at the end of the 2012. The President thanked all the BOM members for the tireless hard work over the years, in particular Squad Manager Barb McDonald. Possibly replace the AES with a new squad in the future that is not in conflict with the EA agreement. EA wish to be the sole educator and coach for Endurance but AERA should not abdicate the role of the primary educator of members. Once an affiliation agreement is reached, the position re: education will become clearer.

16. CS Vests.

Agreed that AERA will provide all existing and new Chief Stewards with the standard red CS vest.

17. Vet accreditation.

Pat and Deb will liaise with the NVP to produce new guidelines for endurance vet accreditation.

18. CS accreditation.

Add the following 2 clauses to the CS accreditation document.

12: to maintain accreditation a CS must officiate at one event at least every 24 months. A Chief Steward subject to the 24 month rule shall regain accreditation by officiating at one event under an accredited Chief Steward and subject to approval by the AERA Chief Steward portfolio holder.

13: a Chief Steward may have their accreditation revoked at the recommendation of their State Management Committee.

19. TPR accreditation.

Add the following 2 clauses to the TPR accreditation document.

13: a TPR steward may have their accreditation revoked at the recommendation of their State Management Committee.

14: a TPR steward must be a minimum of 18 years of age.

Moved Melanie Scott/Liz Rutherford

That the amended Chief Steward and TPR accreditation procedures are adopted.

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

20. Horse Identification.

Some vets are not being diligent when completing the horse identification documents regarding identifying horses. Deb will put together some guidelines/notes for vets to assist in correctly identifying a horse.

21. Veterinarians eligible for accreditation:

Moved QERA/Sandy Little
 That Sarah Van Dyk, and Justin Schooth are accepted as AERA accredited Veterinarians.
 Voting WA yes, SA yes, Vic yes, Tas, yes, Qld yes, NSW yes. Carried

Moved NSW/Sandy Little
 That Terri Echel, Karim Kooros, Sarah Pollard-Williams and Daniel Sims are accepted as AERA accredited Veterinarians.
 Voting WA yes, SA yes, Vic yes, Tas yes, Qld yes, NSW yes. Carried.

22. Chief Stewards eligible for accreditation:

Moved Pat Hodgetts/Matthew Krahn
 That Denise Williams (Tasmania) and Haydn Fisher (NSW) are accepted as accredited Chief Stewards.
 Voting WA yes, SA yes, Vic yes, Tas, yes, Qld yes, NSW yes. Carried.

23. EWS Review.

Looking for a better way for the vets to define the invasive treatments and how EWS points are attributed. Action: update the vet IT forms to reflect the moderate and severe metabolic treatments and place the definitions of "moderate" and "severe" onto the IT form from the rule book. Action: Pat and Deb are to review whether two categories are sufficient, and if not to submit alternatives. Action: QERA have submitted some alternative point allocations. These go to the SMCs for discussion.

24. Health Declaration Forms.

NSWERA wished to revoke an earlier motion requiring all rides in NSW to require horse health declarations. There was much discussion resulting in the following motion;

Moved Liz Rutherford/Sandy Little
 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, SA no, Vic yes, Tas yes, Qld yes, NSW no. Passed. Second vote at the next meeting.

25. Catastrophes:

There were 2 catastrophes reports tabled since the previous meeting being one each from NSW and Qld. Both involved colic after competing.

26. Rule Changes – Motions for Second Vote

Moved NVP
 That The Ride Organiser will liaise and negotiate with the head Veterinarian at least 4 weeks before the ride to ensure there is adequate treatment for horses available at the ride. This will include provision of equipment, facilities, consumables and competent personnel to cover expected treatments.
 Voting WA yes, SA yes, Vic yes, Tas no, Qld yes, NSW yes. Carried. NEW RULE 2013.

Moved QERA
 That M4 Disciplinary Code is added
 Application
 At affiliated endurance rides the Chief Steward may issue either a Yellow or a Red Disciplinary Card to a person or persons who offend against the rules of the Members Handbook and in particular for the following offences:
 M 3.1 Yellow Card Offences
 A Yellow Card shall be shown to a rider, if they, or members of their support crew:

- Show continued non-compliance with safety procedures as required by the relevant risk management policy;
- Show continued non-compliance with stated identification or safety requirements for horse or rider;
- Hinder a ride official from carrying out their duties;
- Fail to follow a direct instruction from a Ride Official;
- Refuse to comply with relevant rules, procedures or guidelines;
- Show disrespect to horses, members, officials, ride committee members, state management committee members, members of the public, or to the reputation and orderly functioning of endurance riding.

M 3.2 Red Card Offences

A Red Card shall be shown to a rider, and they will be immediately disqualified from the current affiliated ride, if they, or members of their support crew:

- Are under the influence of alcohol or a prohibited drug;
- Are abusive to another member, another rider, a ride official, a member of a ride committee, a member of the state management committee, or a member of the public;
- Abuse, neglect or cause undue stress to a horse, or take actions that are not in the best interests of a horse;
- Receive a second yellow card at the same event.

A Chief Steward who issues either a yellow or red disciplinary card shall include the full details of the offence and the person or persons involved in the Chief Steward's report. These details, and the accumulation of multiple Disciplinary Cards to a member, shall be taken into consideration by the State management Committee.

Voting WA yes, SA no, Vic no, Tas no, Qld yes, NSW no. Motion Lost.

27. Rule Changes – Motions for discussion and First Vote

Moved NSWERA
That Once the required accreditation is achieved, a TPR becomes an accredited TPR for life.
Rationale: TPRs are a rare and precious commodity and NSWERA believe that people do not forget how to count because they have not acted as a TPR for a certain amount of time. People sometimes don't have the opportunity to TPR at a ride for various reasons and we need to keep the pool of TPRs as extensive as possible.

As the procedure has been changed, NSW withdrew the motion.

Moved NSWERA (From the NSW AGM):
That That distance travelled by horses in training rides and mini marathons is added to the horse's lifetime distance register provided these horses have a logbook number.
Voting WA no, SA no, Vic no, Tas no, Qld no, NSW yes. Motion Lost.

Moved QERA
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 WA yes, SA yes, Vic yes, Tas yes, Qld yes, NSW yes. Carried. Passed first vote.
Needs to come back to the next meeting.

Moved QERA
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 WA yes, SA yes, Vic yes, Tas yes, Qld yes, NSW yes. Carried. Passed first vote.
Needs to come back to the next meeting.

Moved QERA
That A8 RIDE OFFICIALS
8.4 as is.....
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.
Rationale: This is a tidy up of the current rule A8. It allows anyone at a ride to make a complaint. Currently the rule does not refer to all of those things. The CS may not address the matter properly at the time. A member has the right to take the matter to the SMC.
Voting WA yes, SA no, Vic yes, Tas no, Qld yes, NSW yes. Carried. Passed first vote.
Needs to come back to the next meeting.

- Moved Sandy Little/Dorte Colja
 That Rule 38.1 be 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 be 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.
- Rationale: Currently rule 38.1 means that one horse can have two logbooks. This causes great confusion in the database. With the low number of horses competing in harness events it is not necessary for separate logbooks and in any case records of all events entered should be kept in the one place.
 An endurance horse under saddle, does not automatically qualify as a yellow book harness horse.
- Voting WA yes, SA yes, Vic yes, Tas yes, Qld yes, NSW yes. Carried. Passed first vote.
 Needs to come back to the next meeting.

29. **Necropsy.**

There was a lengthy discussion regarding the requirements for and cost of a necropsy.

- Moved Matthew Krahen/Sandy Little
 That 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 WA yes, SA yes, Vic yes, Tas yes, Qld yes, NSW yes. Carried. To come back for a second vote.

30. **100% Completion Awards.**

State SMCs were to discuss this following the March meeting. Delegates discussed their State perspectives and it was decided not to adopt at the national level but leave it to each State SMC to implement if desired.

31. **Tom Quilty Gold Cup – TQ12 Tasmania**

Reports tabled from the Event Director and Chief Steward. TQ12 was congratulated on an excellent event, being well run enjoying superb weather. Pat Hodgetts and her team did a first rate job and their early and thorough preparation paid dividends. The Teams event was well patronised. Facebook worked very well for TQ12 with Liz reporting the "hit" statistics. The issue of an "official photographer" has caused issues at TQ11 and now TQ12. Is the concept of an "official photographer" feasible when everyone is a potential photographer these days? The concept of having an "official photographer" needs considerable thought in the future.

32. **Tom Quilty Gold Cup – TQ13 Queensland**

Vern and Dee Berry were in attendance. Qld State Championships were held the previous weekend over the proposed Quilty course. Ride ran well with a winning time of 9 hours 7 mins. Dr. Judy Law will be the Treatment Vet. A wet weather alternative track is available on a gravel road track.

33. **Tom Quilty Gold Cup – TQ14 Western Australia**

Ieva gave a presentation on the venue. Wagin is 2.5 hours from Perth. Proposed date is 3-5 October 2014. The Wagin Council has been very supportive and keen to assist wherever possible.

34. **Tom Quilty Gold Cup – TQ15 50th Anniversary.**

According to the cycle 2015 will be Victoria's turn. NSW has asked VERA to consider a swap if a course can be found in the Colo region which locals are currently investigating the possibility and will give an answer in the next 4-6 weeks. VERA wants more detail. There has been no formal notation of transferring it to NSW at the VERA SMC level. VERA will find out what interest they've got as their Expressions of Interest for TQ15 closes at the end of next month. VERA's general consensus is that if it can't be in the original area, it could be anywhere, including Victoria.

Irrespective of where it is held, it's the 50th anniversary and we should start planning now. Wherever the venue, a committee should be formed with people from various states. We need people with energy and enthusiasm to take on a role that is to start planning the celebration aspect of the 50th TQ. A Terms of Reference to be written and then call for Expressions of Interest to form a subcommittee to start brainstorming ideas. Some suggestions include securing the original cup from the Hall of Fame for display, inviting the original winner Gabriel Stetcher, producing videos and publications. FEI TV may be interested in covering an Aussie endurance event.

Julie is keen to raise some sponsorship for the TQ15 and suggested EasiCare, Ariat and RM Williams. Evidently Toorbul received cash and merchandise from RM Williams.

35. **Tom Quilty Working Party - Agreed to rename the Tom Quilty Advisory Panel.**

36. Tom Quilty Web Portal.

In 2011, the AERA registered a website domain exclusively for the Tom Quilty. This creates a permanent web home for the TQ event and to enable TQ Committees to utilise the domain instead of having to register and maintain their own TQ sites. WA will be the first TQ Committee to take advantage of this new website. Each TQ committee will be allocated a "space" on the TQ website for their event. Each TQ Committee can engage their own web designer to design their "space" or alternatively engage Elaine on a commercial basis to do this.

37. Tom Quilty Manual.

The first three chapters have been released for review and comment. The TQ Manual is about improved communications with Quilty committees. There was much discussion regarding the appointment of key officials for each TQ. It was agreed the AERA write to each SMC and ask them to provide a list of veterinarians who would be capable of being a head vet at a Quilty, and a list of Chief Stewards who would be capable of being the head CS at a Quilty. These to be placed on a national selection register. Each SMC could update their recommendations as they see fit.

Also agreed that a line vet must have done 4 endurance rides in the preceding 18 months of the Quilty, of which one must be VGIH.

38. AeraSpace.

There was an update and demonstration from Steve Swan. Steve advised of testing being undertaken and a training weekend for State Registrars was discussed.

Moved Pat Hodgetts/Julie White
That the AERA pay for the airfare and accommodation expenses for two persons from each state division to attend an education and database training weekend on the 13-14 October 2012 for the new database.
Voting WA yes, SA yes, Vic yes, Tas yes, Qld, NSW yes. Carried.

39. National Ride Standard.

Agreed that Chief Steward Equipment would be the primary funding for 2012. Course marking equipment is now available on line. Selling price was discussed and agreed to set the selling price at cost plus postage, handling and GST.

Moved Sandy Little/Pat Hodgetts
That the AERA charge a fee of \$1.10 each inc. GST and postage for the sale of the course marking material. A handling fee of 20 cents per item to be paid to Greg Garred upon despatch and invoiced quarterly.
Voting WA yes, SA yes, Vic yes, Tas yes, Qld, NSW yes. Carried.

40. Constitution.

There was considerable debate and discussion. Resolved for the Constitution Sub Committee to create a document listing the arguments for and against an Incorporated Company model and distribute 6 weeks prior to the November meeting.

41. Rule Book.

Tom and Dr. Steve Roberts are working on a revision of this.

42. Elevator Training Rides.

Regarding the introduction of elevator Training & Introductory rides. Currently the minimum age for a 40km Training ride is 4 ½ years for the horse, but are we OK for that 4 ½ year old horse to elevate to 65kms? Similarly, the Intro ride age is 3 years which could elevate to 35km. If we're not happy it needs to be in the rules. Each SMC to discuss this prior to the next meeting. Possible rule change.

43. General Business.

Change of meeting venue. Meetings have been in Brisbane continuously for years. A change in venue was discussed and agreed to cost other venues including Melbourne and Yass as well as other Brisbane venues.