



Australian Endurance Riders Association Inc.

Minutes of Subsidiary Agenda for 27 November 2022

These items were received after the cut off time for inclusion in the main agenda for the AERA Management Committee Meeting.

1. Correspondence – late

| Inwards | | | |
|----------|----------|---|-----------|
| LI1 | 21/11/22 | SUREWiSE 2023 forms | Agenda |
| LI2 | 21/11/22 | R Henry query re 2023 Vet Fees | Resolved |
| LI3 | 22/11/22 | J Randle cc of email sent to QERA re member complaint | Responded |
| LI4 | 24/11/22 | TQ23 Minutes of Meeting and Interim Event Agreement | Agenda |
| LI5 | | TQ23 Logos | Agenda |
| Outwards | | | Author |
| LO1 | 18/11/22 | TQ23 re acceptance of proposal and Interim Event Agreement | MD |
| LO2 | 21/11/22 | R Henry response to query re Vet Fees | KM |
| LO3 | 24/11/22 | DA Secretaries and Presidents and AERA MC re progress of Online Memberships | KM/LT |
| LO4 | 25/11/22 | J Randle response to correspondence received | KM |
| | | | |

Motion; 2022/11/L1 Moved: Dick Collyer / Kim Moir

That the Late Correspondence Inwards is received and the Late Correspondence Outwards is endorsed. Carried unanimously

2. Business arising from Late Correspondence

2.1. LI1 SUREWiSE forms for 2023

Documents received for insurance cover for 2023:

- AERA Certificate Form 2023
- AERA Member Comm Pack 2023
- PA Application Form

Discussed and actioned as part of main agenda

2.2. LI4 and LI5

Minutes of TQ23 Meeting held on 19 November and Logos

Discussed and actioned as part of main agenda.

3. Reports – late or addendum

3.1. Database Sub-committee Report

Report is included in Subsidiary Agenda folder

Discussed and actioned as part of main agenda

3.2. AERA Tom Quilty Manual V1

Copy of this is included in Subsidiary Agenda folder. Note also comments received From Pat Hodgetts with reference to corrections to be made.

Discussed and actioned as part of main agenda

4. General Business

4.1. Annual General Meeting

Confirmed date is 22 March

Comments below are to aid DAs about matters to consider, relevant to AERA, while they are holding AGMs.

- Nominations of AERA MC Members, who are required to be voting members of the DA, must be received at least 21 days prior to the date of the AGM. Term of each member is 2 years and may serve for no more than 3 consecutive terms, and then must stand down for at least 2 years.
- AERA MC Office Bearers are appointed by the MC and this will be done at the short MC Meeting held after the AGM.
- In considering the appointment of members to the AERA MC, DAs should consider whether the appointee has time to fully participate in meetings and discussions of AERA and to hold a portfolio.
- Appointment of Delegates who exercise the voting rights of the DA at General Meetings
 - The number of delegates appoints is one per 100 members or part thereof to a maximum of 5 votes. Based on the number of voting members each DA had the previous year (2021), the number of Delegates will be:
 - NSWERA – 4; QERA – 4; SAERA – 1; TEERA – 2; VERA – 2; WAERA – 2 (15 votes)
 - If you appoint less delegates than you have votes, or a delegate is not able to attend, you need to advise how many proxy votes a delegate can cast.
 - There is no form for appointment of Delegates or for proxy voting by delegates – just let the Secretary know before the meeting.
- If your DA wants to nominate an Honorary Member to AERA this must be received 28 days before the AGM. This appointment is for life; Honorary Members have no voting rights.
- DAs are the AERA members, along with Honorary Members, and as such we must keep a register of members, specifying the name and address of each person and the official address of each DA. Please provide this when you forward your AGM Minutes, annual reports and financial reports within 30 days of your AGMs.

5. General business

WAERA AGM was held on 26 November. Noted that Lyn Summerfield will take over as Treasurer and that Richard Summerfield has joined the WAERA management Committee.

6. Meeting Closure

There being no further business the meeting closed at 15.02 AEDT

President: Mark Dunn

Signature: _____

Date: 2/2/2023 _____