



Australian Endurance Riders Association Inc.

Minutes of the Committee of Management Meeting

Date: Commencing at 9.00 am AEST on Saturday 8 July 2023.

Venue: Webinar – please note that this meeting was recorded.

1. Meeting opening

Mark Dunn declared the meeting open at 9.06 am with a quorum present and welcomed all attendees. He noted protocols for management of the meeting with regard to comments made by attendees.

2. Attendance

2.1. Management Committee Members Present

Mark Dunn (President & Treasurer) (TEERA), Clare Fleming (NSWERA), Dick Collyer (Vice President, QERA), Kim Moir (Secretary) (QERA), Jil Bourton (SAERA), Sioux Reid (VERA).

2.2. Apologies

Sarah Pollard Williams, (NSWERA), Rod Strahan (QERA), Donna Nicholas (VERA)
Caiwen Cusworth EA (out of office email received)

2.3. Proxy Votes

No proxy votes received.

Kerry Fowler-Smith asked that her concern on behalf of NSW Members was noted that they did not have a full vote at this table due to no proxy vote being received.

2.4. Visitors

AERA Delegates - Kerry Fowler-Smith, Belinda Hopley, Gertraud Norton, Noni Seagrim (NSWERA); Cheryl Bullock (SAERA); Andrew Miles, (TEERA).
Honorary Members – Pat Hodgetts.

3. Portfolio Allocations.

Noted that correspondence had been received from Sarah Pollard Williams advising that she had resigned as a DBSC member.

Kim Moir appointed to the DBSC as AERA MC representative along with Noni Seagrim.

4. Register of Pecuniary Interest

Committee Member	Point of Conflict	Reason
Kim Moir	TQ23	Organising Committee
Mark Dunn	Nominations to Hall of Fame	Nominating DA

5. Previous meeting minutes

5.1. Amendments to the Minutes of the Management Committee Meeting held on 15 April 2023.

Nil amendments received.

Motion: 2023/07/01 Moved: Sioux Reid / Dick Collyer

That the minutes of the AERA Management Committee Meeting held on 15 April 2023 be accepted.

Carried unanimously.

5.2. Amendments to the Minutes of the Management Committee Meeting, Subsidiary Agenda, held on 15 April 2023

Nil amendments received.

Motion: 2023/07/02 Moved: Dick Collyer / Sioux Reid

That the minutes of the AERA Management Committee Meeting held on 15 April 2023, as per the Subsidiary Agenda, be accepted.

Carried unanimously.

6. Business arising from the minutes – refer Action Sheet

6.1. Swabbing Stewards

AERA continues to work with EA to ensure availability of swabbing steward to ensure swabbing targets are met by each DA. Noted that a new steward will be accredited for Tasmania and a NSW Steward attended TQ23 in a supporting capacity and their details have been forwarded to NSW ERA.

6.2. Trademark for Tom Quilty Gold Cup

This has been registered now as a trademark.

6.3. AERA Honorary Membership

Noted that Sandy Little was awarded his AERA Honorary Membership at TQ23 and his name will be added to the AERA Website.

7. Online motions

7.1. Financial decisions

Payments from 10 April 2023					
No	Payee	Invoice No	Date	Amount	Description - comments
1	GJ Walsh & Co	15602	23/03/2023	154.00	Financial Statements and Audit
2	K Moir	Payment	31/03/2023	681.00	Secretariat honorarium
3	K Moir	Reimbursement	1/04/2023	211.92	Fair Trading Annual Return
4	C Nichols	Payment	31/03/2023	108.00	Webmaster honorarium
5	Peter Johnson	906	31/03/2023	7,733.00	Includes Mindari integration
6	Sarah Pollard Williams	Payment	31/03/2023	500.00	Vet Online Training Module
7	Racing NSW	LAB000959	3/04/2023	2,940.34	Confirmation swabs
8	Anne Barnes	Payment	3/04/2023	1,000.00	Vet Online Training Module
9	Australian Post	1012320838	3/04/2023	159.35	Postage
10	Deb Edwards	187	31/03/2023	1,180.00	Bookkeeping - 29.5 hours inc 14 hrs noms
11	Computer Sashes	59430	13/04/2023	207.70	Pat Slater Sashes
11	Sandstream Etching	30586	17/04/2023	1,033.85	AERA Awards - trophies
12	Kerry Fowler	Reimbursement	20/04/2023	1,269.80	AERA Awards - 5 clocks - \$750; 4 rugs -

	Smith		3		519.80	
13	Archer Equine	Tax Invoice	23/04/2023	3	1,080.00	AERA Awards
13	Chris Nichols	Payment	30/04/2023	3	108.00	Webmaster honorarium
14	Chris Nichols	Reimbursement	30/04/2023	3	139.47	Freemius Inc - bookflip
15	Kim Moir	Payment	30/04/2023	3	681.00	Secretariat honorarium
16	Australian Post	1012391903	3/05/2023		25.05	Postage
17	Peter Johnson	907	30/04/2023	3	3,553.00	Various
18	Kerry Fowler Smith	Reimbursement	1/05/2023		1,204.72	AERA Awards
19	Bloomfield	Tax Invoice	1/05/2023		2,255.00	AERA Awards
20	Deb Edwards	188	30/04/2023	3	1,030.00	Bookkeeping
21	Realities Cold Cast Bronze	2973	10/05/2023	3	1,178.00	AERA Awards
22	SUREWISE	S33302	11/05/2023	3	1,798.50	PA Volunteers
23	SUREWISE	S33301	11/05/2023	3	4,539.60	Business Pack
24	SUREWISE	S33299	11/05/2023	3	95,711.00	Public and Products Liability
25	SUREWISE	7008495	11/05/2023	3	36,756.00	Personal Accident - 297 Members
26	SUREWISE	7008171	11/05/2023	3	4,555.75	Association Liability
27	Andrew Miles	Reimbursement	14/05/2023	3	869.50	TQ23 Rep CS TEERA
28	Lachlan Cameron	Reimbursement	15/05/2023	3	666.59	TQ23 2IC HV SAERA
29	Digger Leehane	Reimbursement	15/05/2023	3	574.09	TQ23 2IC CS SAERA (ex Victoria)
30	Cheryl Bullock	Reimbursement	13/05/2023	3	804.73	TQ23 Rep CS SAERA
31	Fusion Financial Group	19584	16/05/2023	3	154.00	Activity Statement
32	ATO		16/05/2023	3	6,760.00	BAS-D Form
33	Deb Symington	Reimbursement			805.10	TQ23 Rep CS WAERA
34	Mark Dunn	Reimbursement			250.80	GoToMeeting
35	Kim Moir	Payment	31/05/2023	3	681.00	Secretariat honorarium
36	Unicorn Embroidery	10360	18/05/2023	3	1,494.79	AERA awards
37	Peter Johnson	913	31/05/2023		3,763.93	

			3		
38	Chris Nichols	Payment	31/05/202 3	108.00	Webmaster honorarium
39	Deb Edwards	189	31/05/202 3	1,660.00	Bookkeeping - 21 ONS; 21.5 general
40	Sue Martin	Reimbursement	5/06/2023	512.93	TQ23 Rep Vet TEERA - Virgin
41	Paul Lubbe	Reimbursement	15/05/202 3	675.06	TQ23 Rep Vet SAERA - Webjet
42	Kim Moir	Reimbursement	12/06/202 3	640.00	Trademarks Online
43	ES Print	2585422	9/06/2023	431.48	Arrows to be charged to TQ23
44	Safer Horses	Mar-22	10/06/202 3	1,000.00	Vet Online Training - Gait Assessment
				193,646.0 5	

Discussion

SR asked about item 44 – MD explained that this was for preparation of one of the modules as part of the new AERA Vet Accreditation Training. Also noted that funds to support this project had come from funds held by QERA.

All payments noted as already approved by email.

7.2. Other on-line motions and discussions

7.2.1. QERA – Vet accreditation

Motion

That Dr Laoise Ni Thuama be accredited as an endurance vet.

Moved Dick Collyer; seconded Kim Moir

Voting: For - 8 votes; Against - 0 votes

Carried unanimously.

Action

Secretary to write to Dr Laoise Ti Thuama and cc to QERA and update AERASpace.

Secretary to update database records accordingly.

Note actions completed

7.2.2. QERA – CS accreditation

Motion

That Michael Sheehan (QERA) be accredited as a Chief Steward.

Moved Mark Dunn, seconded Natasha Ellery

Voting: For - 8 votes; Against - 0 votes

Carried unanimously

Action

Secretary to write to Michael Sheehan and cc QERA, and to update AERASpace.

Secretary to order vest.

Note actions completed.

7.2.3. QERA – Vet accreditation

Motion

That Dr Rebecca Wasmund be accredited as an endurance vet.

Moved Dick Collyer, seconded Kim Moir

Voting result: For - 8 votes; Against - 0 votes

Action

Secretary to write to Dr Rebecca Wasmund and cc to QERA.
Secretary to update database records accordingly.
Note actions completed.

7.2.4. TEERA – CS accreditation

Motion

That Trent Huxtable be accredited as an AERA Chief Steward.

Moved Mark Dunn, Seconded Kim Moir

Voting result: For - 7 votes: Against - 0 votes: Non vote - 1

Carried by majority.

Note that Sarah Pollard Williams was overseas at this time.

Action

Secretary to write to CS and TEERA; to amend CS Status on AERASpace and to order CS vest.
Note actions completed – and Trent Huxtable wished to organise his own CS Vest.

7.2.5. Integration with Mindari App – further work to support data transfer from Mindari to AERA

Summary of discussion

TQ23 requested that further work be done to integrate AERASpace with the Mindari app.

Work previously done on AERA's behalf has allowed data entered into AERASpace at an event to be uploaded and displayed in real time on the Mindari app –this was seen in action at the Stirling's Classic in April. Further work has been done to allow weight and junior divisions to be displayed correctly and for the 'winner' of the Quilty event to be shown as the first MW or HW.

At the Stirling's Classic event, the Mindari timing system (rather than our ETS/AERASpace) was used to populate the Mindari app. This meant that some ride data needed to be entered manually into AERASpace instead of being able to be entered via our ride tablets/timing system. While logbooks are used, there has to be manual entry of ride times and vet parameters to logbooks. The issue was that ride times had to be entered manually into AERASpace from the Mindari App.

TQ23 would like to commission some further work so that the Mindari timing system DOES populate to AERASpace, thereby avoiding the need to manually enter ride times and vet parameters into AERASpace. The TQ23 committee has approved an initial contribution of \$5000 and a commitment to contribute a 23% affiliation fee (rather than the usual 20%) which would give an extra \$3000 on a predicted 210 nominations – ie approximately \$8,000.

Preliminary advice from our DBSC is that this would probably not cover the required work from Peter Johnson which is estimated to cost \$1,000 to \$2,000 more based on the past integration work. Such work requires the approval of the AERA management committee.

The report from Kim from the Classic is that there was more instant information available to spectators on HR - this was reported at 15 second intervals until an acceptable HR was achieved - and also on a pass or fail on full vet assessment. It was felt this created a higher level of interest and excitement.

If we decide to proceed, we will need to advise our DBSC immediately to enable sufficient time for development and testing of the required changes.

Things to consider....

The DBSC through Linda has advised that there are some risks associated with doing this:

- The time frame is short – the event kicks off in less than four weeks and this puts pressure on the development and testing activities as well as on our volunteers (DBSC) who have already contributed a lot of time and effort this year. That said, there have already been ongoing discussions with Mindari people to improve the data captured.
- There will not be an opportunity to test the enhancements in real time at an event, though the pre-ride vetting process will give some capacity for this. Some testing will be possible in a test environment but

the DBSC advises that this is far from ideal as it is not possible to simulate an event where there are 200+ horses pushing data through. This does pose a risk to the event.

- The weight of numbers and/or other unforeseen factors might crash the system in the middle of the event and remedial / corrective action might be difficult or impossible to implement in a timely fashion. If this happens it is possible that we might not have access to AERASpace to administer the ride either at all or in a delayed fashion – the level of risk of this occurring is not known given there is no experience with the proposed integration. This risk could be mitigated by having a back-up manual entry system occurring at the same time as the Mindari timing system is in use.
- At least in the short term, these enhancements would only be able to be utilised in this event or, possibly, at future Stirling's Crossing events. There has been preliminary discussion about Mindari providing a mobile system.
- Peter Johnson will be required to be on standby for the Quilty event, given the lack of testing in a live situation, to carry out any necessary remedial work – cost would be between \$1,000 and \$2,000 and would be borne by AERA, or negotiated to be paid by TQ23 as a further contribution.
- (Note that with only 210 entries and a completion rate of only 50%, AERA will receive a net income of \$35,000 from the higher affiliation fee and the profit on buckle sales.)

The DBSC has expressed a high level of concern about this enhancement and the risk of rolling it out untested at our premier event, particularly given the experience with the rollout of the initial integration with the app and the time that it has taken to get this operational.

On the other hand, there are positives to this:

- Data would not need to be manually entered into AERASpace at TQ23 as it was at the Stirling Crossing's event but this is the same process for AERASpace through the use of the tablets - manual entry into the logbooks is still required regardless of which system is used
- There will be a team of Mindari technicians on hand to deal with in-the-moment stressors and there is also a strong team of data entry personnel to revert to manual entry on site if required. We know from the Classic that times were very accurately captured and available instantly on Mindari and can be manually entered from there as was done at the Classic. Peter Johnson will be on call to assist as necessary
- With regard to the potential to crash the system due to the high activity anticipated at a Quilty, we should also consider that on any given weekend the database is coping with data being input at several locations with active rides and online nominations happening, and with potentially more than 200 horses over 10 different events
- Our ETS is now 6 years old – exploration of enhancements, in this case through integration with the global app Mindari, might be considered a good investment, particularly as we seek to promote our sport and establish sponsorship interest.
- There will likely be minimal cost to AERA
- Ultimately, we can have two AERA ETS systems on site if we need to revert to that. Tom McCormack will be on site to overview any system used and as noted previously, the pre-ride nominations will be concluded by 1.00 pm on Friday and will offer a degree of testing.

Noted that Al Maghaweer stables have given TQ23 \$75,000 in sponsorship and also \$5000 to AERA to support integration between the two systems to date. Working on this enhancement is a concrete display of goodwill from AERA, 'rewarding' their investment.

Agreed by majority and with consideration that Kim and Dick may have a perceived conflict of interest, that there were five in favour out of possible six and none against.

Action

Mark Dunn to advise the DBSC to proceed, through Linda Tanian.

7.2.6.QERA - Chief Steward Accreditation

Motion

That Allison Brown, having completed all the requirements very satisfactorily, be accredited as a Chief Steward, and that her details are included on the AERA Database and she be supplied with an official CS vest.

Moved Jil Bourton, Seconded Dick Collyer

Voting result: For- 7 votes; Against - 0 votes; Non-vote - 1 vote.

Carried by majority.

Note actions completed.

8. Correspondence

8.1. Correspondence Inwards

No	Date	Correspondence Inwards	Action
1	18/04/2023	WAERA re CS Rep to TQ23	Noted
2	21/04/2023	President NSWERA re announcement of lifting of suspension	Responded
3	22/04/2023	TEERA confirmation of hosting of TQ25	Noted
4	22/04/2023	TEERA nominations to AERA Hall of Fame – fwd to Registrar – Keryn Mahoney, Sarisha, Beacheval Akhira, Lauralyn Notorious	Agenda
5	24/04/2023	WAERA re horse catastrophe	Agenda
6	26/04/2023	Fair Trading NSW – receipt lodgement of Annual returns	Resolved
7	01/05/2023	QERA re Head Vet Accreditation – Dr Laoise Ti Thuama	Actioned
8	08/05/2023	EA, Caiwen Cusworth – request that AERA adjust AERASpace reporting to accommodate first to last place and display average times to better fit with FEI results and assist with faster processing of entering novice qualifications. Linda Tanian responded.	Agenda
9	09/05/2023	VERA re Vet Representative to TQ23	Noted
10	10/05/2023	Dr A Barnes_TQ23 Line Vet Agreement	Noted
11		QERA re Head Vet Accreditation - Dr Rebecca Wasmund	Actioned
12		Dr L Cameron – TQ23 2IC Vet Agreement	Noted
13	11/05/2023	Uni of Newcastle, Carly Rogers - invite to workshop in caring for horses during emergency events	Fwd to NSW ERA
14	12/05/2023	WAERAA, N Ellery – advice re passing of Terry Sweeney	MD response
15	14/05/2023	G Phillipe – query re change of horse in online noms – refer to support@aeraonline	Resolved
16	16/05/2023	J Howe – confirming that Decade Teams Award was processed	Noted
17	18/05/2023	Dr G Ladmore – TQ23 Line Vet Agreement	Noted
18	21/05/2023	Dr C Dowey – TQ23 Line Vet Agreement	Noted
19	24/05/2023	WAERA – reports re horse death – fwd to HWSC	Agenda
20		M7 Europa – query re horse history	Resolved
21	25/05/2023	Dr H Spencer – TQ24 LV Agreement	Noted
22	26/05/2023	A Taylor re AERASpace ride result vs logbook info.	Resolved
23		VERA query re teams for TQ23	Resolved
24	27/05/2023	S Broadbent re horse transfer – advised to contacted support@aeraonline	Resolved
25	29/05/2023	S Wilson re AERA website development	Resolved
26	30/05/2023	Dr S Martin - TQ23 Line Vet Agreement	Resolved
26	01/06/2023	R Jacques – query re aera online refunds	Resolved
27	08/06/2023	QERA re horse catastrophe	Agenda
28 & 29	12 & 13/06/23	Trademarks Online – receipt and confirmation of Tom Quilty Gold Cup trademark	Noted
30	13/06/2023	Horse Force Legal to NSWERA cc to AERA	Noted
31	14/06/2023	NSWERA re correspondence from Horse Force Legal	
32		TQ Webmaster to Facebook re TQ Trademark	
33 & 34	14 & 18/06/23	WAERA re Ken Hobday 100 th birthday and acknowledgement from WAERA of response from MD	Resolved

35	15/06/2023	TQ22, S Worner – TQ22 Audit report	Agenda
36	20/06/2023	C Ros – comments re Tom Quilty Future Options	Agenda
37	21/06/2023	Sensitive Correspondence re swabbing outcome	Agenda
38	21/06/2023	Horse Force Legal re lifting of disqualification relevant to AAF – responded MD	Agenda
39	22/06/2023	EA – Invoice 4235	Ongoing
40	28/06/2023	L Stevens – funeral notice for Sue Manning – fwd to NSWERA	Resolved
41	29/06/2023	S Clements re AERA Online account – fwd to AERAonline	Resolved

8.2. Correspondence Outwards

9. No	Date	Correspondence Outwards	Author
1	26/04/2023	Fair Trading NSW – lodgement of annual return	KM
2	27/04/2023	WAERA re distance for intermediate rides	MD
3	05/05/2023	Dr Laoise Ni Thuama re Vet Accreditation, cc QERA	KM
4 - 10	07/05/2023	A Miles, C Bullock, D Leehane, D Symington, M Locke, O Lochtenberg re CS at TQ23	
11 – 13	09/05/2023	Drs B Ros, L Cameron, D Nolan re TQ23 Vets	KM
14	09/05/2023	DAs, AERA Hon Members and Delegates – AERA MC meeting notes	KM
15	10/05/2023	DAs, AERA Hon Members and Delegates – advice re AERA MC Meeting on 10 June	KM
16 - 21	10/05/2023	Drs H Spencer, A Barnes, Chris Dowey, P Lubbe, S Goodwin, S Martin re TQ 23 DA Vet appointment	KM
22	16/05/2023	Dr Rebecca Wasmund re Vet Accreditation, cc QERA	KM
23	16/05/2023	DAs invite to TQ Futures Meeting at TQ23	KM
24	29/05/2023	DAs re change of meeting date and address for AERA Database SC	KM
25	29/05/2023	Michael Sheehan re CS Accreditation cc QERA	KM
26	29/05/2023	Stephanie Ulrich – confirmation of rider history	KM
27	29/05/2023	Trenton Huxtable re CS Accreditation cc TEERA	KM
28	14/06/2023	Allison Brown re CS Accreditation cc QERA	KM
29	16/06/2023	Ken Hobday re 100 th birthday acknowledgement	MD
30	22/06/2023	Horse Force Legal response	MD
31	25/06/2023	Mayor Glen Hartwig re TQ23	MD
30	29/06/2023	SUREWISE re insurance cover for legal advice	MD
31	29/06/2023	NSW ERA re insurance query for legal advice	MD

Motion: 2023/07/03 Moved: Dick Collyer / Sioux Reid
That the inwards correspondence is received and the outwards correspondence is endorsed.
Carried unanimously.

9.1. Business arising from Correspondence Inwards

9.1.1. Item 4 - TEERA nominations to AERA Hall of Fame – Keryn Mahoney, Sarisha, Beaucheval Akhiran, Lauralyn Notorious

Noted that all these applications have been confirmed by the AERA Registrar as accurately recorded.

A Facebook discussion noted that Keryn Mahoney has achieved 20 TQ Buckles though was listed in most recent TQ Books as having 18 buckles. Noni Seagrim has advised Keryn how to apply to the AERA Registrar to have her records merged as two buckles may have been won under another name.

Motion: 2023/07/04 **Moved: Dick Collyer / Kim Moir**
That the nominations from TEERA of Keryn Mahoney, Sarisha, Beaucheval Akhira and Lauralyn Notorious be accepted to the AERA hall of Fame.
Carried by majority.
Mark Dunn abstained due to conflict of interest.

Jil Bourton noted that SAERA had also submitted nominations to the AERA Hall of Fame. Secretary to confirm with the Registrar and to forward to AERA MC Members to vote online.

9.1.2. Items 5, 19 and 27 WAERA and QERA re horse catastrophe

These to be discussed as part of HWSC report at Agenda Item 15.7.2.

9.1.3. Item 8 EA re AERA reporting

EA, Caiwen Cusworth – request that AERA adjust AERASpace reporting to accommodate reporting of intermediate rides to reflect first to last place and display average times to better fit with FEI results and assist with faster processing of entering novice qualifications. Linda Tanian responded, as Chair of the HWSC, to advise that excel documents can be downloaded from AERASpace and that these can then be reconfigured to provide the reporting format that they need.

KM noted that the *Progressive Ride Report* in AERASpace can be selected to provide results according to time and the *Ride Details – Final Report* can provide the average speed time. Perhaps the latter one can be amended to order riders according to completion place. Linda Tanian has suggested that there would be some cost to make one of these reports provide both requirements and we shouldn't be accepting all requests from everyone to update the database. KM considered that AERA would be accommodating a request from EA as a significant partner. Options are to respond to EA that we can do this a different way or that we support the response as provided by Linda Tanian.

DC noted that this could be results from any intermediate ride in Australia as horses have to do 2 intermediate rides as part of their qualifications for FEI. These could be provided on request from EA as relevant to specific horses by the AERA Secretary, noting that this is not many horses.

To discuss when Linda Tanian, DBSC, joins the meeting.

9.1.4. Item 35 TQ22, S Worner – TQ22 Audit report

To be discussed at Agenda Item 15.12.1.

9.1.5. Item 36 C Ros re Tom Quilty Future Options

To be discussed at Agenda Item 15.12.5.

9.1.6. Item 37 and 38 Sensitive items – discussed 'in camera'

Discussion resulted in the decision that this matter would be discussed in camera and that AERA Delegates and Honorary Members in attendance could participate in this discussion though would not vote on any decision. Also noted that Clare Fleming could participate in discussion but not vote due to a perceived conflict of interest.

All parties were reminded of their obligations through signing of Confidentiality Agreements.

Meeting adjourned at 10.30 to 10.45 am

Belinda Hopley joined the meeting at 10.40 am

Actions

Letters to be written to 3 parties as per discussion.

9.2. Business Arising from Correspondence Outwards

No business arising.

10. President's Report – Mark Dunn

We are now halfway through the 2023 season and celebrating (recovering from?) a successful TQ23. Worth noting from TQ23 is that the Rule changes implemented following some issues at TQ22 were well received by the vets at TQ23 and no major vetting issues were experienced at the event.

Ride numbers as at 28 June are looking about the same as last year. At the time of writing:

2022: 272 individual rides across all Divisions with 4135 entries

2023: 252 individual rides across all Divisions with 4153 entries

Some further work integrating Australian rides into the Mindari app was done in the leadup to TQ23 – we can discuss this under the TQ23 and/or Database agenda items.

Work continues on progressing our 2023-25 Business / Strategic Plan – thanks you to those who have contributed to this.

Some MC members have continued to have an involvement in one of the positive swab results from last year. AERA has been asked to continue this involvement.

Finally, our finances appear sound per the treasurer's report.

President's report received

11. State Reports

11.1. NSWERA Report – Sarah Pollard Williams

Late report received and noted in Subsidiary Agenda.

11.2. QERA Report – Dick Collyer

Not a lot to report this time, with TQ23 preparations dominating most things.

Membership uptake is sound without being up to where we would like to be – which is always more if we can.

Finances

Still sound. We have applied for an ongoing State Government grant – which we receive annually, and which is really beneficial in supporting us financially.

Ride Calendar

Now that TQ23 is over, planning is well underway for the memorial Winton to Longreach Ride in late July. A "test" ride over a shorter distance at Winton was held in May.

Our State Championships, to be held in August, will have a change of venue to Inglewood. This is close to the NSW border, and we will be approaching NSWERA to have this ride dual-affiliated so that their members can benefit with points and distance on the NSWERA pointscore. The Ride Calendar for TQ24 is evolving now that the TQ24 date is set and the QERA State Champs date is decided.

TQ23

Run, won and an absolute credit to so many people on so many fronts – organisers, AERA support people, vets, and especially the riders who looked after their horses so well! I will be submitting a separate report on this as part of my CS responsibilities.

Report received.

11.3. SAERA Report – Jil Bourton

Report received and is noted in Subsidiary Agenda

11.4. TEERA Report – Mark Dunn

Since the last AERA meeting, three events have been held in Tasmania. Entry numbers were slim, reflecting a trend evident in the last year or so. We are hopeful TQ25 will have an impact on member and entry numbers between now and then.

Something I haven't mentioned in previous reports is that, despite lower numbers than historically has been the case, our finances are OK. Unlike in some other states, our ride bases are almost always provided free of charge.

The calendar for the rest of 2023 is good – the usual rides scheduled and we have had a couple of events added including one at a new venue, Baker's Beach near Devonport.

Memberships are on a par this year with last year – now just over 100.

Planning for TQ25 continues – the recent staging of TQ23 has motivated a few more people to offer their services for the TQ25 ROC. At this stage, no decision on a venue has been made.

Finally, what a blast seeing the two Tassie juniors get their first Quilty buckles. Dylan (Foley) Stevens in particular is one to watch in future years.

Report received.

11.5. VERA Report – Sioux Reid

No report received.

11.6. WAERA Report – Tash Ellery

No report received.

12. Treasurer's Report – Mark Dunn

Google Drive Documents

11.1 AERA May Profit & Loss Budget Analysis

11.2 AERA May YTD Profit & Loss Budget Analysis

11.3 AERA May Profit & Loss with Year to Date

11.4 AERA May Balance Sheet

11.5 AERA Aged Receivables Summary as at 9th June 2023

11.6 AERA Item List Summary as at 9th June 2023

11.7 AERA May Category Profit and Loss Statement

Financial reports for April were distributed to MC Members on 19 May with a report from the Treasurer providing some analysis of the financial status of the association at that time.

12.1. Treasurer's Report – Mark Dunn

As of today (28/6) I've had no further data since my report of 19 May re the April accounts so the report below is the same as that.

Since that report we have paid the second of two annual payments for our insurance (\$47,855). Our balance sheet looks OK and our bank balance remains adequate to meet our known (and potentially unknown) commitments.

From the 19 May report:

As usual, if you want to look at just one doc, the one to go to is the Profit & Loss [Budget Analysis] January 2023 To May 2023.

There is nothing too troubling there that I can see. We are a little down on forecast but there are reasons for this, mostly income still to be received from TQ23 which will be significant this year. There are the usual plusses and minuses (swings and roundabouts) that tend to balance out.

A few things worth noting.

- Liability insurance income is well up as a result of an oversight when framing the budget (previously reported). This is not 'extra' bonus income.
- Merchandise income is down a little but this is balanced by a similar decrease in the cost of sales
- Still no income from Online memberships as this hasn't launched yet – there have been other AERAspace priorities.
- The Vet accreditation grant is down approx. \$5k but this income is on the way (and is balanced in a way by a similar shortfall in forecast expenditure)
- Meeting expenses are down (to zero) but this is balanced by an equivalent amount of income shown as 'state reimbursement'.
- AERAspace costs are up but the increase is balanced by income received from the Mindari people and additional related income to be received from TQ23 – ie not part of the usual Quilty income
- There is about \$10k of unbudgeted award related costs already spent. This has been budgeted for in June so we will be under budget next month for this line item.

Also, with interest rates on the up, Deb, Kim and I have been looking at options for short-term investing some of our \$. We will investigate further and we can discuss this at our next meeting. As an example, \$50,000 for 3/12 could earn us \$500 or more at current rates.

Motion: 2023/07/05 Moved: Dick Collyer / Jil Bourton

That the Treasurers Report is received.

Carried unanimously.

Discussion

Finances are tracking very close to budget.

Short term investment to be explored.

Motion: 2023/07/06 Moved: Dick Collyer / Jil Bourton

That the Finance Sub-committee explore short-term investment options.

Carried unanimously.

Mark also noted that work will commence on 2024 budget to bring back to next meeting.

Actions

Short-term investment options to be explored and information to be circulated for final approval.

2024 budget to be brought back to the next meeting.

12.2. Review of Affiliation Fees and Charges

11 AERA Summary of charges inc GST

The AERA Schedule of Tasks recommends that this be flagged on the agenda for a July meeting with the intent to decide on any increases by 1 December.

Members may refer to the AERA By-law Fees and Charges [here](#)

Action

Finance Sub-committee to consider in formatting the 2024 budget and to bring recommendations to the next AERA Management Committee Meeting.

12.3. Review of AERA Bookkeeper position

The AERA Schedule of tasks recommends that the AERA Bookkeeper position is reviewed every two year and is due for review this year.

Action

Mark and Kim to commence review.

13. Insurance Report

No report received.

Discussion

A number of claims have been made in the last few weeks.

In one instance the insurers asked for confirmation of the date of payment for the PA policy. This was not reflected in the database but discussion with the DA Registrar confirmed that the payment had been made well within the timeframe of the claim. This is of concern because what is entered in the database provides the information for the Bookkeeper to pay the PA to SUREWiSE.

Advice sought from DBSC about how Treasurers and Registrars are advised on how to use AERASpace to confirm payments / receipts.

14. National Ride Entry Statistics

The AREA Schedule of tasks recommends that DAs are prompted to have their ride calendar for 2024 noted in the AERA Calendar by **31 October**.

Numbers referenced in the Treasurer's report and much the same as in 2022 – still down from pre-COVID.

15. Portfolio Reports

15.1. AERA Registrar – Jo Bailey

No report received.

15.2. Website / Webmaster – Chris Nichols

No report received.

15.3. Social Media – Natasha Ellery

Late report received from Sioux Reid and noted in the Subsidiary Agenda

15.4. AERA Database Sub-committee – Linda Tanian

Late report received and noted in the Subsidiary Agenda.

15.5. Chief Stewards and TPRs – Jil Bourton

No report received.

15.6. National Vet Panel – Mark Dunn, NVP Liaison

As foreshadowed, NVP met in late April and considered a number of issues.

1. A rule change proposal has been submitted (on this agenda) re vet/horse ratios.
2. Is it clinically useful to assess respiratory rate pre-ride? NVP believes it is not and supports the proposed rule change from the Rulebook S/C. Further thought will be given as to whether to incorporate consideration of respiration in some other way, eg by changing heart sounds to heart/lung sounds in the logbook. As highlighted by Belinda Hopley, if this Rule change proposal gets up, further changes will be required, eg to the TPR accreditation protocol.
3. NVP members offered to review the Horse Welfare Emergency Response Card, Equipment list and crash card. Now that there are three vets on the HWSC it may be more practical to ask the HWSC to progress this?
4. New Vet training and accreditation Program - this is just about ready to go. Everything is now live on the website and promotional material has been prepared. I hope to do some final testing in the time between now (28 June) and this meeting and will report further then. Many thanks to Chris Nichols for his help getting this together.

Discussion

Horse Welfare Sub-committee, which includes three vets, have offered to review the Crash Card so Mark will check in with NVP members to see if they have looked at this yet. This was recommended by the HWSC in reviewing recent horse deaths.

Pat advised that she had declined to be part of the Crash Card review as she is no longer an active vet but offered the suggestion that a basic style card be available in ride trailers and a more complex one be available in referral options.

Vet training is live on the website now. No promotional material has gone out yet but is ready to go once final testing is completed. Six vets signed up for this on the eventing prior to this meeting in the space of about an hour last night. There is a fee of \$150 plus gst and we have confirmed they are genuine applicants.

JB – vet in SA who has just completed her third ride last weekend and looking for information to progress her accreditation. There is a form now but will this be updated to include reference to the new training modules. JB to contact MD directly process will be flexible to allow for vets who are part-way through the process now.

CF and GN noted that a flyer had been sent out by Linda Henley to Ride Organisers. GN to forward flyer to MD. KFS noted that this should probably be promoted by AERA.

Actions

MD to check with NVP where the review of the Crash Card will sit now.

JB and MD to confer re SA Vet accreditation.

GN to forward flyer re training course to MD.

15.7. Horse Welfare and Invasive Treatments – Sarah Pollard Williams

15.7.1. General report Sarah Pollard Williams

15.7.2. Report on horse catastrophes

15.7.2.1. Reports received from WAERA

15.7.2.2. Reports received from QERA

Meeting 15 June 2023 to discuss two horse deaths following endurance events.

Present: Alana Simpson, Pat Hodgetts, Belinda Hopley, Gertraud Norton, Sarah Pollard Williams

Case 1 “Big Bird” Dyandra, WA 22/04/2023

Case 2 “Bryallyn Alimah” NSW 21/5/2023

The horse welfare sub- committee (HWSC) met to discuss the death of these two horses.

Although it is very unlikely that the final outcome for the horses would have changed, the committee does have a number of recommendations. It is our view that AERA should endeavour to compile some advice for chief stewards and vets at rides in the management of horses with complications at endurance events.

Namely:

Information: ALL information regarding the horses needs to be made available. There were no log book pages for either of these horses.

Chief stewards and vets need to keep more detailed records of horses that receive treatment, and these notes and the log book copies need to be sent in. This may be a role for the CS to remind the vets.

Vets to give drug doses in **mg/kg!!** (or at least an estimate of the horse weight)

All appropriate information needs to be uploaded to AERASpace.

Rider advice: In the case of Big Bird, the horse was a TB, with a low body condition score. The pre- ride talk for introductory rides needs to be aimed at new participants, with non–Arabian horses.

The committee also discussed the effective transition of thoroughbreds to riding horses, including the time needed for off-the-track horses to adjust to a higher fibre diet and build up large bowel roughage and fluid reserves. Starting a horse in his first endurance event in poor body condition should be advised against. This case has marked similarity to the death of Red Days in his first social ride in September 2022.

Autopsy: No autopsy was carried out in either case. The committee recognises that autopsy is expensive for the owner, and time-consuming for the veterinarian, and that equine carcass disposal may be more difficult. It may well be something that the owner/rider does not want to engage with.

Medical treatment of colic in endurance horses at rides:

Pain relief: Both horses were given flunixin as a first line pain relief. Flunixin is well-known to totally mask the signs of colic in many cases, but also presents a risk to renal function (as do other non-steroidal anti-inflammatory drugs) if given to endurance horses post-ride (Eaton-Evans, 2019). In the case of Briallyn Alimah, the severity of signs on the journey home would equate to the ‘flunixin effect’ wearing off.

Sedation: Both horses were given drugs that reduce cardiac output and also may perpetuate ileus in the first instance (xylazine, detomidine). A survey demonstrated that 66.7% of endurance horses with colic had spasmodic colic, so drugs that may alter gut function need to be used with care. Reducing cardiac output in a horse recovering from a ride is also to be considered carefully (Fielding & Dechant, 2012, Nagy et al, 2017).

Intravenous fluid administration is strongly preferred to naso-gastric intubation and administration. The intestinal tract is already compromised, and oral fluids may well not be effectively absorbed (Eaton-Evans, 2019).

The Crash Card for endurance veterinarians needs to be updated and shared more widely, probably on the AERA website.

Use of a **naso-gastric tube** can greatly relieve discomfort for these horses. Leaving a tube in place for transport should be considered (Fielding and Dechant, 2012).

Referral to an equine hospital facility at an early stage is **STRONGLY** advised for colic and metabolic cases.

Portable ultrasound as a diagnostic tool: There are effective portable ultrasound machines that can be used in the field. If at all possible, an equine clinic with access to one of these should be notified if within reasonable distance to the endurance event.

Advice for travelling horses that have received veterinary treatment at rides: Needs to be tailored to the individual horse, and for horses facing a long journey home *referral to an equine hospital facility should be considered, especially in cases of colic.*

ACTION ITEMS

Review crash card wrt fluid therapy, referral advice,

References:

Eaton-Evans, T. (2019). Managing medical emergencies at endurance rides. *In Practice (London 1979)*, 41(6), 270–274. <https://doi.org/10.1136/inp.l4108>

Fielding, C. L., & Dechant, J. E. (2012). Colic in competing endurance horses presenting to referral centres: 36 cases: Colic in competing endurance horses. *Equine Veterinary Journal*, 44(4), 472–475. <https://doi.org/10.1111/j.2042-3306.2011.00462.x>

Nagy, A., Dyson, S. J., & Murray, J. K. (2017). Veterinary problems of endurance horses in England and Wales. *Preventive Veterinary Medicine*, 140, 45–52. <https://doi.org/10.1016/j.prevetmed.2017.02.018>

Discussion

General Consensus that

- More thorough reporting from CS, Vet and Rider /owner to be encouraged to look at trends in all metabolics. Option of a more thorough questionnaire to all riders/owners that may be collated to provide advice on feed regimes, training. Better reporting will allow for more thorough investigation that may translate into advice to riders.
- Provide information on prevalence of ulcers.
- IT forms and Catastrophe forms could provide more specific information – currently questions are open and may not give elicited much useful information. To include information on size of horse to collate with amount of drugs administered.
- Info from logbooks can be useful in looking at previous vet parameters not just when admitted to vet hospital or vet care.
- Rule book encourages autopsy and gathering of samples.
- Pre-ride talk to be given with consideration of minimal level of knowledge. SAERA have a Newcomers Facebook page that is fielding a lot of questions.
- Clare spoke to the report on advice from Sarah.
- Crash card review required now to then add to ride trailers and website. As per agenda item 15.6, discussion re whether this will be done by NVP or HWSC.
- Consider options for referral for ultrasound or use of ultrasound at rides with portable equipment becoming more available.

Action

Discussion with HWSC Chair to propose specifically what AERA should do to work with the HWSC to have these recommendations implemented.

Reports to DAs as relevant to event and membership and overall report to all DAs.

Meeting adjourned at 12.31 to 1.10 pm

15.8. Medication control

Late report received from Sioux Reid and noted in the Subsidiary Agenda.

Secretary note that Steward Training is on the agenda for EAEC meetings and also that NSW ERA steward assisted at TQ23 and his contact details have been provided to NSW ERA.

15.9. Biosecurity – Dick Collyer

There have been no biosecurity issues, that I am aware of, that required referral to the SC. Our view is that this subcommittee deals with matters referred to it by AERA and there have not been any of which I am aware, so the SC has not had a meeting.

A number of times, members have raised the issue of the efficacy and necessity of the Horse Health temperature log. I am happy to submit this as a discussion item if time permits.

Kind regards
Dick Collyer

Discussion

Consensus that the requirement for Horse Health Declarations would continue with a request to DAs that they encourage members to do this well to support safety and biosecurity. Horses are required to have temperatures taken in the vet ring and it is better to have had this practised at home before a horse is brought to a ride.

Also for horse management, riders / trainers should be doing all they can to ensure they bring healthy horses to events.

Question asked about the option to develop a Temperature App, as is now done for FEI horses.

Action

Reminder to DAs about the importance of temperature logs.

Query to DBSC regarding an option for a Temperature App and whether this could be linked to AERASpace.

15.10. EA Endurance Committee – Sonya Ryan / Dick Collyer

Late report received from Dick Collyer and noted in the Subsidiary Agenda.

15.11. Governance and Policy

Nothing to report.

15.12. Tom Quilty Gold Cup

15.12.1. TQ 22 – Tooraweenah NSW

Google Drive Document

14.12.1.1-1 TQ22 Audit

Final Audited Financial Reports received and noted that this is the Audit report for the Tooraweenah Club not just for TQ22.

The Audit notes that the event generated a \$67k surplus but does not spell out where that money went. Does AERA require this?

Comments

- Noted that money had gone towards infrastructure and a speaker system for the Tooraweenah Showgrounds.
- TQ agreements identify that there does needs to be early consideration of where profits go, with an expectation that funds will be used to support endurance and AERA does have a right to know this. It is

also of interest to know if the profit has come from the sponsorship, specifically a national type of sponsorship or from amounts paid by our membership to participate. The latter would be more relevant to DA input about use of surpluses.

- Also in the standard that if there is a loss the DA has responsibility for this so the DA should have some input into this. KFS noted that NSW ERA gave \$10,000 plus waiving of affiliation fees in support of TQ22.
- WAERA event made significant profit that sits with WAERA.
- Concern that our structure is not robust enough to manage funds raised from the sport with the affiliation of rides by the DA and not clubs.
- Note that the event agreement does ask that organisers identify how surplus funds will be used – this was changed after TQ22 but may need to be further enhanced.
- Commentary re how DAs confirm that clubs are compliant with incorporation legislation; also that wind up of clubs by legislation and model rules in at least Qld and NSW requires surplus funds to go to a like-minded association. Noted that Victoria has a Statewide Endurance Incorporation that allows some events to operate under that body.

Action

From “side” discussion, reminder to DAs that all Ride Organising Committees must be incorporated entities and compliant with State legislation regarding Incorporated Associations.

Meeting adjourned at 12.31 pm until 1.10 pm

15.12.2. TQ 23

TQ23 report – verbal report from Kim Moir

In the main a satisfactory event pleasing many with different aspects of what was offered. From the commentary that came from the Future of the TQ meeting, it's clear that different people look at the event from different perspectives.

Nominations were down on what was anticipated with 182 nominations translating into entries. At one time we were up to just over 200.

Of that 182, 131 completed, almost 72% completion rate, and only 4 required hospital treatment. 2 x 1000 km completions (Clare Fleming and Alix Jones) and 1 x 2000 completion buckles were presented – all from AERA stock.

Sponsorship was perhaps affected by the short -time frame, but QERA ride will always experience that by following Tasmania which is traditionally around October.

In general, positive comments with the occasional detractor and that occasional detractor can have a big impact on people who have been preparing for the event for the last 7 months. We had one volunteer complaint who perhaps had a different expectation of that she might volunteer to do. We need to be clear on experience of volunteers and expectations.

Note cost - \$490 nom fee - \$270 for buckles; \$60 to AERA as an affiliation fee; \$40 to QERA plus swabbing component of \$20. This left about \$100 from each entry to run the event.

Stirling's Crossing is a great venue but has its own costs, as does any venue.

Dick Collyer, Chief Steward – report was included in the agenda documents.

Considered this was a successful event; to a large extent things ran well. Appreciation of committee given short timeframe – a large committee with a range of skills with leadership from Kim Moir and massive contribution from Matthew Sample

CS team, from all over, were a great team to work with – jobs done and ready to do anything that came up.

Vet team worked really well – consistency in decision making – there till 11.00 pm and enough for a panel.

Horse hospital – three horses were admitted; the first one had a bit of a cough that was probably not ride-related. The other three were treated and went home well; all recovered well - one had had a fall, one was older and the other was not coping metabolically but not severe. All were discharged within a short time frame.

Administration and use of Mindari system – generally good and Tom and Sandy supported this.

Allowing companion horses into the vet ring created a slight problem for the system but was managed well.

Swabbing – 13 done – had planned for 14 but one kit was spoiled. Andrew Miles supervised this.

Protests – two protests were dealt with on the day. The details have been provided in the CS Report and note that a follow up protest has been brought to AERA, which should be referred to QERA.

An amazing effort that showed the AERA model for the Quilty does work – the comment about always having to “reinvent the wheel” but that is not correct - the vehicle is there and just need the right people in the driver’s seat. DAs need to ensure that their host committee are the right people.

Quilty discussion raised some good point – DAs need to be working to identify venues within their state that could be Quilty venues.

Clare Fleming–comments from NSWERA.

The Tom Quilty is the pinnacle of our sport and should be the benchmark for how tracks are designed, marked and officiated as an example for other rides.

- There should be 10km distance markers on every leg and if there are common parts distance markers should be identified with appropriate colour for the leg being followed.
- All major corners, deviations or loops should have a checkpoint to ensure that riders are following the correct legs.
- There should be a radio control board at base with riders marked off as they go through each checkpoint. This becomes the checkpoint mastersheet so that if a rider misses a loop they can be identified to make up that loop that distance can be made up.
- Strapper / crew calls should be made 5 kilometers from base as a pre-requisite for all championship events particularly for those that are VGIH.
- Internet coverage should be assured for the event.

Jill Bourton – on behalf of traders

It was disappointing that there was lack of internet connection and this did dampen business. They pay for their stand and often travel a long way.

Kerry Fowler Smith – on behalf of a few NSW Members

Mindari seemed to work most of the time but know that there were issues behind the scenes causing some concerns. Not sure where we are at with integration of data from Mindari to AERASpace but the two systems have to talk to each other or risk the integrity and utility of AERASpace to justify the money we have spent. During the day there were anomalies in results and difficult to know which data set was correct.

Reference to Event Secretary has been hacked and question about our cyber security. Scammers were non-stop during the event.

Mark Dunn responded that AERA was aware of the breach from another organisation and cyber security has been foremost in thinking from DBSC. Some of the anomalies may have been due to the intermittent connectivity issues that were experienced.

Andrew Miles – personal comments not TEERA comments

Internet was an issue but noted that some vendors had really good capacity. Have always thought that the track should dictate where we have our ride base.

Mindari – like the idea of the Mindari app giving information to the outside as able but not comfortable that information from the line goes first to Mindari and then back to AERA. Feel that is giving an outside entity having control of our data.

It was an issue that there was no leader board and people were asking how they were placed. This was only available if there was access to the internet.

In general it was well run and great to work with people whose names I have read. Great value of officials coming together as a national team.

Belinda Hopley – Chief Steward at the Out Gate

There were times when the the system went down and riders or strappers had to wait for their slip to print out and there should have been a back-up system, such as being able to give a timeslip.

Noni Seagrim – rider perspective

Overall it was a really well run event considering the very short time frame. Personally as a rider I thought there were checkpoints on all loops and the track was really well marked. If you followed the advice given at the pre-ride talk there was no way you could get lost.

Thank you to the Stirling's Crossing Committee and to all who contributed to the event.

Sioux Reid –

Noted that it was an exceptionally well run event; was helping with social media and there was assistance from Jen Green in Victoria who assisted with stopping scammers and also acknowledged the support from Ieva Peters in WA. Acknowledge that some food stalls were last minute cancellations.

Kim Moir – in response

There was a leader board at the WICEN communication area, near the main amenity block and several riders / strappers did find their way there.

There were three caterers who were kept busy and did good business.

72% completion and only one person reported getting lost on track.

Any Quilty takes a lot of organising and it is difficult to hear the negative comments but these will be taken back to the committee to consider in line with discussions about whether to put in a bid to host TQ26.

Mark Dunn – protest about junior riders has been followed up by Jay Randle. This is noted in the Subsidiary agenda and it is recommended that this should be dealt with by QERA and advise Jay that this is what we have done.

15.12.3. TQ 24

No report received and they have not yet been contacted by AERA to initiate the communication.

Jill Bourton advised that SAERA will meet on 10 July to consider the Terms of Reference which will then be forwarded to AERA. It seems that most things are in place for this stage of the planning and two

SAERA Reps are appointed to the committee and the partnership between the two committees is developing well.

The State Champs will be held over the same course in October as a “test event”.

Note that Sioux Reid has spoken to Tom McCormack about “shadowing” him at TQ24 and to attend the test event in SA to build experience to perhaps support the next event in Victoria.

15.12.4. TQ Manual – Belinda Hopley

The “final” version of the manual is available noting that this is a dynamic document and will change as the need arises. As a working document it does what it needs to do in providing a guide to committees hosting a TQ event.

Agreement that this version is the TQ Manual going forward, and this will be publicly available so that those who may be considering contributing to a TQ team have something to refer to.

The published version should include a cover note to say this is a work in progress and feedback is encouraged. There should be a list of amendments and additions to be integrated into the manual every 3 – 4 years.

The TQ Manual committee suggested that there should be an acknowledgement of Tom McCormack’s work in developing the original manual, noting that many others have been involved in contributing to different aspects of this document. Also thank you to Linda Tanian from AERA for the body of work done by her to bring this most recent version to fruition.

Action

PDF version to website to include acknowledgement and thanks

15.12.5. Tom Quilty Gold Cup – Future Options

14.12.5-1 TQ Options paper

14.12.5-2 Chris Ros comments

The Options Paper was distributed to DAs and via the AERA Facebook group. The correspondence from Chris Ros was prompted by that.

The meeting at TQ23 was attended by over 100 people and went for an hour or so and there were some clear themes.

- Moving from state to state seemed to be supported by the majority of attendees.
- Comment that the ride is what is remembered not the “frilly bits”.
- Acknowledgement that this a huge undertaking for a Ride Organising Committee and that there may be a place for a core “permanent” group as in a rolling group over a number of years to manage aspects of the event.
- “Professionalism” was used quite a bit with the suggestion being that the approach to the event needs to be a bit more professional acknowledging that people on these committees may be experts in their own areas but not necessarily in event management.

Session to be written up for distribution and further discussion and we will come back to this at future meetings.

JB – agree with the various threads that came out – keep rotation which began at the 21st TQ and it was thought then that it may be the death of the Quilty – believe it has always kept its historical integrity – the idea of some form of overall management is probably not doable for the 8 people on the AERA MC so would have to come from other people – if we agree to go down that path. Not necessarily reinventing the wheel but the small groups running it in each state – yes there are documents to advise

but may be overwhelmed by all the threads and perhaps some of those threads could be managed by others – eg sponsorship to be national and going to a separate bank account.

Action

Mark Dunn to connect with Chris Ros.

Summary of the session to be collated and bring back to the next meeting.

Agenda suspended at 2.00 pm to consider AERA DBSC Report as included in the Subsidiary agenda. Linda Tanian joined the meeting.

Linda Tanian joined the meeting and spoke to the DBSC Report.

Mark Dunn advised Linda that earlier conversations at this meeting had acknowledged the contribution that Linda had made to the review of the TQ Manual and expressed thanks on behalf of the AERA Management Committee for that body of work in getting the TQ Manual to where it is now.

User access policy has been sent out to all users and asked if a letter has gone to the DAs. Kim Moir confirmed that correspondence to the DAs had been sent on 30 May 2023.

Cyber security – an email had been distributed to the MC re the hacking of an equestrian sport's database, which is becoming a more common occurrence. It was noted that the TQ23 Facebook group had many incidences of fake links being posted. The DBSC continues to keep a close eye on this but there are risks in allowing access to the database on individual's personal computers with no control over those environments and so hacking would not come as a surprise. There is an option to have an online satellite link given that many event locations do not have good internet access. This could be improved by access to a Starlink or similar service as an AERA Account. For further discussion.

Communications with MC

Since the last meeting a report was submitted at end of April and minutes were received from the April AERA MC Meeting but no Action Sheet. The DBSC requests that they are provided with an updated Action Sheet to keep abreast of any discussions that may impact on the database.

Noted that Sarah Pollard Williams has resigned as a member of the DBSC and Kim Moir will now hold this position as the AERA member to this Sub-committee.

Mindari App Integration and enhancement

The results of this were seen at TQ23 with some good and some bad outcomes as was forewarned in running this in an untested environment. Results could be shown in weight divisions and the winner could be identified by a cup next to their name. There were some difficulties with the integration of the timing and vetting system. This system cannot be used in general ride conditions with the resources required to run it and it is very labour intensive.

Kim Moir noted that there were two on-site data entry people working with Tom to input data from Mindari. The main driver had been to create more interest for spectators at the ride base. The system had been improved from the may event with ability to report by weight divisions and provision of slips at the arrival gate. Hold ups were noted but that can also happen with the ETS. It is a complex system that may not be used anywhere else, but Al Maghaweer is still keen to look at providing a portable system.

KFS noted inconsistencies in reporting between the two systems from an outsider's point of view. Feedback from operators was not so good but feedback from riders was very positive. Asked why are we pursuing this and is there a greater risk of exposure to scammers because of the link to Mindari?

Linda noted that there is increased risk because we have an open portal into our system, and we have no control over what goes into another system. Data may be imported as legitimate data – relationship between level of interference and Mindari. Results were different throughout the day as there was a delay in pushing results through to Mindari.

There is the option for ROs to upload data to Mindari for any event if there is coverage to support this and this will be available on the next AERASpace version.

KM –much of the work done to integrate with Mindari was paid for by Mindari and TQ23 and the main aim was to give more of an international presence and an element of excitement with HR visibility and instant result for vet assessment. The work done by the DBSC to make this happen is appreciated but this is not going to replace AERASpace due to the infrastructure required.

GN raised concern that data has been given to another entity with no consultation and data can be used to, for example, to identify the most successful rider. Several comments supported that what is available on Mindari is available on AERASpace. LT noted that there is information that is available on Mindari that is not displayed on AERASpace and the DBSC have discussed options to improve reporting.

Access to AERASpace History – Mindari has requested access to 4 years of horse history which is seen as providing information that may support sale of horses. The cost for this would not be significant but difficult to establish a cut-off point – older data may not be “clean”. General consensus that there has been enough work done at this point and that priority should now return to online memberships and more membership focussed work.

Action

AERA to write to Mindari to advise that sharing of 4 years of history is not our priority at the moment.

Dick Collyer left the meeting at 3.00 pm.

Online nominations

There is a new functionality via “My History” that allows people to see the rides they have nominated for and the declarations still to be signed. This created some problems relating to nominations for the Quilty and this will continue to be monitored.

Also have added the total number of nominations for each ride at each event.

The mayhem when nominations opened for TQ23 were related to the server crashing not related to the database. Learning for the future is to keep an eye on the server when nominations open. There was a problem with some campsites being selected by two customers and then double payments happening so have introduced a 5-minute lock on campsite purchase. For future events there may need to be a better process to allow preferred campsites without opening. Question about how much more to do for this function that may not be used often. Noted that no advice has been received yet about whether TQ24 will book campsites. KFS noted that Shahzada is going to allocate campsites for their event in August 2024.

FEI rule changes – noted there are a number of proposed rule changes being considered now that may impact on the DBSC and there are rule changes from July 2023 that haven't been implemented yet.

Costing categories have been reviewed to provide a better system to report on expenditure.

ETS - TEERA has asked for advice on use of wristbands as opposed to RFID cards with the concern that cards and lanyards are getting caught up. Information has been provided to TEERA to ensure that the frequency range is the same.

Start list from online nominations has been enhanced to show the Hendra Vaccination status of horses for Ride Organisers who still need to note this.

TQ booklet – the historical information that is published in the TQ book can be displayed on the website and not take up space magazine. For discussion.

Capping of numbers on rides – this may be required due to availability of vets or camping space available.

Recording miscellaneous awards – eg best managed horse, middle of the pack. This will be on the DBSC agenda for next meeting.

NSW ERA Ride organiser training – this was run by Tom McCormack with 12 Ros in attendance. Provided a run through of the ETS and ONS. Events were set up in the Test System and participants were able to nominate for other rides, run through reports, what to do with different scenarios. Noted that Kim Moir had asked if the PowerPoint would be available to run a session in Queensland. Suggestion that Tom could be asked to provide this.

Mark Dunn thanked Linda for her time and noted appreciation for the work done by the DBSC.

Meeting adjourned from 3.20 pm to 3.40 pm.

15.12.6. Other TQ Matters

TQ 25 – note correspondence received on 22 April 2023 confirming that TQ25 will be hosted by TEERA and that their first formal meeting was anticipated to occur in early May.

Andrew Miles reported that a core group have been chatting since Tooraweenah and that group is largely who will be the TQ25 Committee. They had hoped to have a first meeting in May, but this is now scheduled for the weekend of 15/16 July. A strong group of about 12 who are strong and committed with maybe 6 who will be the “executive” of that committee. The location will probably be in NW Tasmania and most volunteers are based in that area. Dates and lag between Tasmania and Qld in 2026 may be longer with consideration of the TQ25 being earlier in the year. Quite a bit of “low level” things have been discussed and anticipate a fuller report for the next AERA Meeting.

Action

To respond to earlier correspondence and note contact person for TQ25 committee.

16. Rule Book

16.1. Rulebook Sub-committee report – Mark Dunn

The Rulebook SC has been busy since our last meeting.

1. The issue of TPRs counting respiratory rate.

The Rulebook S/C has proposed a Rule change around this for initial consideration at this meeting.

2. Ride and tie Rules

During the recent brief MC consideration of the Ride and tie Rules, it was noted that there are a number of anomalies in the Rules as they are now. It was suggested that they do not align with a relevant motion passed at a 2016 AERA MC meeting. The Rulebook SC has reviewed the Ride and tie Rules and proposed appropriate amendments.

3. Rider novice to endurance upgrade

During an MC email exchange in 2022, it was agreed that the progression from novice to endurance status for riders should be automated. A request to a DA registrar to manually upgrade a rider was seen as unnecessary. Changes will be required to Rules 28.2 and 29.3 (and possibly others) to facilitate this. The Rulebook SC has proposed Rule changes to address this.

4. Rules reference to Forms

Kim has suggested that Rule 1.3 either needs amending to list all forms or, alternatively, needs amending to simply reference the Forms page on the website.

The Rulebook S/C has a proposal on this agenda to address this.

16.2. Proposed rule changes presented for a first vote.

16.2.1. Rule change proposal - vet / horse ratios at events

Rule 15.1 currently says....

When identifying the number of veterinarians required for an event, the ROC shall include all expected entries in all rides being conducted at the event.

a) For events utilising the Standard ride control there shall be:

- i. a minimum of 2 veterinarians for the first 60 horses or part thereof, and*
- ii. an additional veterinarian for every additional 30 horses.*

At the last NVP meeting, the sense from members was that this needed to be tightened up, to cope, for example, with a scenario, where at a two vet ride, one vet was out of action treating a horse and a (potentially) inexperienced vet was left to manage the vetting process.

NVP proposes, through the NVP liaison, that the above be changed to:

When identifying the number of veterinarians required for an event, the ROC shall include all expected entries in all rides being conducted at the event.

a) For events utilising the Standard ride control there shall be:

- i. a minimum of 2 veterinarians for the first 60 horses or part thereof,*
- ii. depending on the mix of horses (20/40/80km) consideration given to utilising the services of a third veterinarian for between 60 and 75 horses*
- iii. a minimum of three veterinarians for between 75 and 119 horses*
- iv. an additional veterinarian for every additional 30 horses*

The net effect of this is to REQUIRE a third vet at smaller rides when the number of entries reaches 75. A fourth vet is still only necessary when the number of entries reached 120.

Discussion

In effect lowers requirement of numbers for a third vet from 90 to 75 – at present you can have, for example, 85 horses and only two vets. In the discussions with the NVP it was noted that most Ride Organising Committees manage this situation well – concern re example of one experienced vet as HV and TV being called to treat and potentially an inexperienced vet left to manage what may be a large number of horses.

Comments include:

- option to have a third vet if one of those two vets at point (i) is “new” there must be a third vet;
- suggestion that rides where over 60 riders are anticipated there is always a third vet – suggest two for first 60 or part thereof and another for numbers over that – noted this is how NSW ERA has interpreted this rule;
- can depend on multiple rides with BC also happening;
- i. sense that most ROs use common sense but also concern that some will reduce numbers to keep costs down;

- ways to get around it are to reduce number of rides – need to keep in mind practicalities and affordability;
- if it is being managed the proposed rule change won't impact on those who are doing this anyway.

Motion: 2023/07/07 Moved: Mark Dunn / Jil Bourton

That Rule 15.1 be changed to read

a) For events utilising the Standard ride control there shall be:

- i) a minimum of 2 veterinarians for the first 60 horses or part thereof,**
- ii) depending on the mix of horses (20/40/80km) consideration given to utilising the services of a third veterinarian for between 60 and 75 horses**
- iii) a minimum of three veterinarians for between 75 and 119 horses**
- iv) an additional veterinarian for every additional 30 horses**

Voting: KM – no; JB – no; CF – no; SR – yes; MD - yes

The motion was lost.

16.2.2. Rule Change Proposal –

The National Vet Panel (NVP), at its October 2022 and April 2023 meetings, expressed the view that this served no clinical purpose and should either be removed from the duties of the TPR altogether or changed to a process that does provide some clinical use.

It proposes, initially, through the NVP liaison, that Rule 24 be changed as shown below and that the additional changed flagged under this also be made.

Note discussion of this rule change resolved that the role be maintained as TPRs by use of the title Temperature and Pulse Rate Stewards. Rule change amended to reflect this.

24. TEMPERATURE ~~AND~~, PULSE-RATE & ~~RESPIRATION~~-STEWARDS (TPRs)

24.1 A sufficient number of accredited AERA TPR stewards shall be appointed by the ROC, preferably a minimum of 2 weeks prior to the event pursuant to Clause 14.3.

24.2 All TPR stewards at a ride are under the control and direction of the chief steward.

24.3 TPRs are responsible to check and if directed, record a horse's pulse ~~rate, respiration~~ and temperature according to parameters decided at the pre-ride briefing between the head veterinarian, chief steward and TPR stewards.

24.4 The procedure for taking a horse's pulse is:

- a) approach the horse in a non-threatening manner and de-sensitise the chest area over the heart by rubbing with the back of the hand before applying the stethoscope.
- b) before beginning to take the pulse ~~rate~~, listen to the heart for up to 15 seconds so the rhythm of the pulse becomes obvious.
- c) TPRs are required to take the pulse ~~rate~~ over a full minute.

24.5 Occasionally it may be necessary to take into account other factors not associated with the horse being examined that may cause a temporary elevation and/or aberration to the pulse ~~rate~~ and which would be unfair if included in the count. If this is the case, the count is started again

24.6 The TPR steward must use a digital stopwatch or similar digital device to determine the pulse rate. The timing device is started at a pulse beat. The pulse count is commenced at the next pulse beat.

24.7 When a horse's pulse ~~rate~~ is above the maximum permitted for that leg:

- a) the TPR steward will not indicate the result to the handler or support personnel, nor record any result in the logbook, but must request a veterinarian's verification of the pulse ~~rate~~ through the chief steward. The handler may reserve the right not to move the horse for the verification of the pulse ~~rate~~.
- b) the chief steward shall request a veterinarian to perform an immediate re-count of the pulse ~~rate~~. If a veterinarian is not immediately available, the chief steward may perform an independent re-count, however, a veterinarian is still required to ultimately verify the pulse ~~rate~~.
- c) if the pulse ~~rate~~ taken by the veterinarian is above the maximum set for that leg, the horse is eliminated irrespective of any variation in count between the TPR steward, chief steward and the veterinarian, and the pulse ~~rate~~ taken by the veterinarian will be recorded in the logbook.

d) if the pulse **rate** taken by the veterinarian is below the maximum set for that leg, the counts taken by the TPR, and the Chief steward (if taken) shall be relayed to the veterinarian and the veterinarian has the discretion to make the final decision on the count to be recorded in the logbook.

24.8 A TPR shall be accredited in accordance with the prevailing AERA TPR Accreditation Policy as amended from time to time.

In addition to the changes noted above, 'TPR' will need to be changed to 'THR' in the Rulebook Table of Contents, in Tables 1 & 2, in Rules 10.7, 14.3.a, 23.2.f, 65.1.1 and 66.1.1.

The words 'respiratory rate' will need to be removed from Rules 65.1.1 and 66.1.1.

In the Rulebook Table of Contents. The Rule 24 title will need to be changed from 'TEMPERATURE, PULSE & RESPIRATION STEWARDS (TPRs)' to 'TEMPERATURE AND PULSE RATE STEWARDS (TPRs)'.

The definition of TPR (will be TPR) in Table 1 well need to be changed from 'Temperature, pulse and respiration steward' to 'Temperature and pulse rate steward'.

Note also the need to amend the TPR Accreditation Procedure, Study Guide etc

Motion: 2023/07/08 Moved: Mark Dunn / Jil Bourton

That Rule 24 be changed as shown below and that the additional changes flagged also be made.

Voting: KM - yes; JB – yes; CF – yes; SR – yes; MD – yes.

Carried to be brought back for a second vote.

16.3. Proposed rule changes to come to the table for a second vote

No rule changes to carry forward

17. General Business

No general business raised

18. Next meeting dates

17 September – Biggenden (Q); TEERA ride

18 November - no rides scheduled

19. Meeting closure

Meeting closed at 4.15

President: Mark Dunn

Signature:  _____

Date: 28/9/23 _____