

PONY CLUB ASSOCIATION OF VICTORIA INC
MINUTES OF PCAV COUNCIL MEETING HELD TUESDAY, NOVEMBER 9, 1999, AT
10.00 A.M. AT PCAV HEADQUARTERS, "IRVING HOUSE", 12 WARLEIGH GROVE, NORTH BRIGHTON.

PRESENT: Mr. J. Laird (President & Chairman), Mr. S. Coffey & Mr. K. Rooks (Vice Presidents), Mrs. J. Anderton (Executive Officer), Miss F. Corry (State Secretary), Miss C. Lewin (Chief Instructor), Mr. P. Cobbledick, Mrs. G. Perry, Mrs. M. Dawson, Mrs. K. Blanchard), Mrs. J. Hull, Mrs. F. Matheson, Mrs. W. Olenick, Mr. J. Barlee, Mr P Square, Mrs C. White.

APOLOGIES: Mr. I. Wardell (Hon Treasurer)

47. CONFIRMATION OF MINUTES OF PCAV COUNCIL MEETING HELD SEPTEMBER 7, 1999

Mrs. Blanchard – noted errors in Minutes – No 40 Correspondence (a iii) – correct three to four riders...
No 41 – Application for full Affiliation – correct Midland Zone to North Metro Zone. Some typing errors also noted.

Mr. Square **That the Minutes of the Council Meeting held September 7, 1999 be confirmed with the above**
Mrs. Matheson **corrections.**

CARRIED

48. BUSINESS ARISING FROM THE MINUTES:

a) Three Year Plan – Deferred until the February 2000 Council meeting.

b) Four riders in a Team for State Dressage Championships – a scoring system proposed had not been circulated to Zones for consideration/decision. Mrs. Blanchard advised that copies of the system were not distributed to Zones because the scoring system needed explaining. Mrs Blanchard issued each member of Council with copies of the proposed scoring system and gave a brief explanation on the two examples presented.

Comment:

- Mr Cobbledick – expressed the view that a decision be made on the number of riders in the Dressage Team before considering a scoring system.
- Mrs Blanchard – stated that she was asked to devise a scoring system whereby 40 riders per Grade, four Judges per Grade and two Dressage rings per Grade could operate satisfactorily – simply because Zones had advised they had insufficient area for four Dressage Rings for each Grade – eight large and four small rings.
- Mrs Blanchard also stated the Zones needed to consider and decide on which scoring system was preferable – either the ranking system where every rider received a score OR the points system where points were awarded up to sixth place.
- The President closed discussions on this matter and stated that Zones need to decide on the number of riders in a Dressage Team – and on the scoring system from the examples presented and explained by Mrs Blanchard. These matters would be decided at the February 2000 Council meeting.

c) Late payment of Annual Fees to PCAV – Deferred until the February 2000 Council meeting.

d) Lower age for competitors in Grade 2 Horse Trials Championships

Mrs Blanchard **That the age for competitors in Grade 2 Horse Trials Championships be lowered by one year.**
 Motion lapsed for want of a Seconder.

e) Nominations for PCAV Publications Sub Committee:

The following people were nominated:

Mrs M Dawson	Mr J Barlee	Mrs K Raabe	Mr P Smith
Mr P Cobbledick	Mrs W Olenick	Mrs G Perry	

Mrs Hull **That the above nominations be appointed to the PCAV Publications Sub Committee.**
Mr Barlee

CARRIED

Proof reader – Mrs Anderton suggested that another proof reader be appointed – namely Frances Corry.

Mrs Olenick **That Miss Frances Corry be appointed as a Proof Reader to join Mrs Angela King in this role.**
Mrs Blanchard

CARRIED

f) Insurance claim forms

Mrs Olenick asked about circulation of these forms. The President stated that the advice from the Insurers was in the negative – as advised with the September Council Minutes. Brief comment and the following was suggested ;

Clubs to state if an official claim form is required when they submit an Accident/Incident Report form.

49. **TREASURER'S REPORT:**

The President suggested that Council Members peruse these figures and direct any queries to the Treasurer.

- i. Profit & Loss Statement.
- ii. Balance sheet.
- iii. Club Annual Fees to PCAV – The President advised that the Treasurer's Recommendation was that Club Annual Fees remain at \$27 + GST costs per member for 1999/2000.

Mrs Hull **That the recommendation from the Treasurer's Report be adopted.**

Mrs White

CARRIED

50. **CORRESPONDENCE:**

To be dealt with as read

- a) North Metro Zone – advising Office Bearers elected at their Annual General Meeting.
- b) Midland Zone – advising Office Bearers elected at their Annual General Meeting.
- c) Mr Neil Clinton – advising he is unable to accept appointment as Technical Adviser for the 2000 Horse Trials State Championships.

Appointment of Technical Adviser

Mr Cobbledick **That Mrs Cate Wallace be appointed as Technical Adviser subject to her availability.**

Mr Rooks

CARRIED

Reserve

Mr Barlee **That Mrs P Rowe be approached if Mrs Wallace is unavailable.**

Mr Rooks

CARRIED

- d) Canadian Pony Club – brochure re. The Pony Club International Millennium Conference.
- e) PCA of SA – letter of congratulation on the conduct of the National Championships.
- f) PCA of NSW/RAS NSW – Official Invitation to PCAV to field a senior Mounted Games Team to compete for the Alan Hession trophy at the Sydney Show, April 29, 2000.

Mrs White **That PCAV nominate a Senior Mounted Games Team to compete for the Alan Hession Trophy at the Sydney Show on April 29, 2000.**

Mrs Olenick

CARRIED

- g) Stewart Moroney & Family – letter of Thanks re. National Games in Queensland.
- h) Carolyn Moylan – letter of thanks re National Games Championships in Queensland.
- i) PCA of SA – invitation to SA State Dressage Championships on April 15/16, 2000.
- j) PCA of NSW – invitation to Dressage State Championships to be held January 22/23, 2000.
- k) South Metro Zone – proposing the following:

- i) That for State Level competitions there not be a Zone Team Award when the competition is an Individual Championship.

Comment

- This award is really farcical and it is not a "Team" award in the true sense.
- The team is selected on scores at the end of the competition, which does not encourage team spirit/bonding, we should re-visit the overall concept of State Championship at a later date.

Mr Barlee **That for state level competitions there not be a zone team Award when the competition is an Individual Championship.**

Mrs Hull

CARRIED

- ii) That the DCI/ZA Travel allowance for Club visits be changed from 25c/Km to 35c/Km.

Mrs Dawson **That the DCI/ZA Travel allowance for Club visits be changed from 25c/Km to 35c/Km.**

Mrs Hull

CARRIED

- l) Unique Australian Horse Sports – re. The Spring Valley Heritage Horse Ride.

Mrs Matheson remarked that she had additional information on the Heritage Ride if anyone was interested; her daughter would be involved as a member of the Support Group for the Ride.

- m) Closing date at PCAV Office for Entries for PCA of NSW Dressage Championships – Wed 1 December, 1999.

51. **PRESIDENT'S REPORT:**

Mr Laird expressed congratulations to the Organisers and helpers on their conduct of the National Pony Club Championships. The work of Mrs Helen Reid (Secretary) and Clare Lewin (Chair) was recognised at the Championship dinner. Arrangements were in hand for the "Send off" to Frances Corry on November 28, 1999. The President advised that Mrs Howell was unable to attend on November 28 because of a family commitment, which she had spoken about to him shortly after the September Council meeting. The President formally introduced new Office Administrator Suanne Fitzgerald and welcomed her on behalf of the Council to PCAV.

52.

CHIEF INSTRUCTOR'S REPORT:

Miss Lewin reported she had attended a CIP meeting held last week where dates for 2000 were set. New NCAS Books now in PCAV Office; two books – Level 1 Pony Club Syllabus and Course Presenters Manual (Green Cover) and the Level 1 Pony Club Syllabus and Log book for Instructors (Red Cover). Eventing Rules (International) have reverted to the original scoring system, the manuscript for the Dressage Book is ready to go to the Printers. Six new Dressage Tests were written for the National Championships and a Horse Trials section has been included in Stage 1 with three Dressage Tests therein. One new test has been included in the Stage 2 section, vertical lines appear beside alterations in the text for easy reference to same.

Mrs Hull

That the new Dressage Book be printed in loose leaf style, with holes in the left margin for insertion in

Mrs Dawson

a ring binder.

CARRIED

Mrs Chris Rippon and Mrs Sue Miller (Barwon Zone) were endorsed as Deputy Chief Instructors.

Dates for Instructional/Coaching Courses in 2000

Jan 22-23 (Werribee Park) – "BALANCE AND THE RELATIONSHIP TO ALL RIDING ACTIVITIES".
Jan 24-25 (Warragul) – "BALANCE AND THE RELATIONSHIP TO ALL RIDING ACTIVITIES"
to be conducted by Brian Schrapel – newly appointed National Coach.
July 15-16 (possibly Metropolitan area) - NCAS Pony Club Level 1 Course
Nov 25- 26 (possibly Metropolitan area) - NCAS Pony Club Level 1 Course
April 29-30 - ABK Weekend in Barwon Zone
May 13 (possibly Midland) - State Lungeing Workshop
Date to be advised (NE Zone) - Level 1 Course
Aug 26 (Werribee Park) - "B" Workshop

Clare Lewin requested that it be noted that the correct equestrian helmets to obtain when buying a new one, is the AS/NZ 3838.

53.

EXECUTIVE OFFICER'S REPORT:

Mrs Anderton - the latest *Hoofprints* Newsletter is soon to be circulated... with the PCAV Vice President, S Coffey and Secretary, F Corry, attended a meeting of the Barwon Zone last week, to speak on the Webpage and contract relating to this...expressed thanks to Central, North Eastern and Wannon Zones for the return of their contracts/fees and asked other Zones to do likewise...Sport & Recreation personnel called at PCAV Office...made reference to the Volunteer Award (Three Year Plan) specifically for personnel who give years of voluntary service at "grass roots" level; the Award could be presented at the PCAV Annual General Meeting on an annual basis.

Ideas to consider:

- i. Each Zone to nominate a person from their midst, which would make a total of 10 Awards, with PCAV to select the "Volunteer of the Year" from this number.
- ii. Zones to accept multiple nominations from Zone Clubs; they select one nomination to be submitted to state level, and determine how they acknowledge the remaining Zone nominees.
- iii. Criteria for this Award – Mrs Anderton suggested that Clubs/Zones may choose to provide this in draft form for perusal by a PCAV Sub Committee – and subsequent approval of PCAV Council.

Comment/Discussion:

- Does it need to be a special "one off" Award? If there were six nominees from a Zone, shouldn't each be a recipient of an Award?
- To make it special and have value, it should be a "one off" Award made annually.
- The criteria for the Award should be initiated by PCAV, with Zones invited to comment before approval by PCAV Council.
- More than one Award should be made at State level; also it would be difficult for PCAV Council to make an individual Award since all the nominees would not be known to Council Members.

Appointment of Sub Committee to draw up criteria/procedures for the proposed Award/s:

Mrs Hull

That Mr S Coffey, Mrs W Olenick, Miss C Lewin and Mrs J Anderton be appointed to a sub committee

Mrs Dawson

to draw up criteria/procedures for the proposed Volunteer Award/s. The recommendations from the Sub Committee to be presented at the February 2000 Council Meeting.

CARRIED

54..

REPORTS:

a) **2000 DRESSAGE & SHOWJUMPING CHAMPIONSHIPS:**

Mrs Dawson – presented each member of Council with an "Event Package" and gave a brief Report... there will be a Civic Reception on Saturday afternoon; a Barbecue at the Venue on Saturday evening; costings for this yet to be finalised – but it will be in the vicinity of \$10.00 per person... the Coursebuilders are: PA Grade – Mr Bob Pritchard, PB Grade – Mr Gavin Chester, PC Grade – Mr John Walker... Dressage Judges to be approved by the Chief Instructor.

b) 2000 HORSE TRIALS STATE CHAMPIONSHIPS:

Mrs White - the Organising Committee are meeting on a regular basis; plans to date well in hand... will be pleased to know who is to be the Technical Advisor... Wayne Copping has already inspected the venue in regard to the cross country course.

c) EFA:

As Mr Barlee was unable to attend the last meeting, the report was given to Miss Lewin... the Annual Meeting was held in October; there was an Address on GST which was interesting but somewhat confusing also... the EFA have a new member of Staff... the next meeting is on November 9, 1999 when Office Bearers will be elected and Sub Committees appointed.

d) GAMES/FLAT TEAMS SUB COMMITTEE: -

i. Miss Corry – last meeting of Sub Committee held on October 21 where the Programme for the 2000 events was finalised; the Ball and Bucket Race has been included – replacing the Stepping Stone Relay... Mrs Roberts has forwarded the paperwork for printing and circulation with the Minutes from this Meeting... attached to Agenda papers are photographs of horses/riders indicating combinations that are considered satisfactory/unsatisfactory; this was compiled by the Games Chief Judge.

- Mrs Olenick – received a letter from the Games Committee advising that two combinations from North Metro Zone should not have been competing in the Games...went on to say that the opinion of an experienced “Games person” was sought at the Zone Qualifying Event and these combinations were considered to be satisfactory.
- Mrs Matheson – also recipient of a similar letter; considers it is discriminatory to prevent combinations from competing in the Games if this is what they wish to do.

The President stated that that the Games Sub Committee have an officially appointed Chief Judge, whose guidance should be accepted in these instances.

- Mr Coffey – suggested that the Games Committee be given the right to say that unsatisfactory horse/rider combinations at State level Games, will not be accepted the following year.
- Other Zone Reps were recipient of letters similar to those received by North Metro and Northern Zones; the President reiterated that the guidance of the officially appointed Chief Judge should be accepted in instances relating to horse/rider combinations.
- The view was expressed that riders needed to be specifically identified; it was also suggested that the Clubs with teams entered should not have too much trouble identifying the horse/rider combination in question.

Mr Coffey
Mr Barlee

That the Games Committee re-write the letters regarding horse/rider combinations mentioned in previous letters, to advise whether or not these same combinations will be accepted next year.

CARRIED

ii. Mrs Anderton – progress on video production – a number of meetings have been held... tenders have been called; some have been received...next meeting to be held on November 16, 1999.

e) RDA:

Mrs Dawson -Annual Trail Ride to be held from April 15-21, 2000 in the Wombat State Forest (in the Trentham-Daylesford area) taking in three camping sites...there will be a bicycle trail as well.

The President asked if Mrs Dawson had any information on the All Champions Race Carnival; was advised in the negative. Mrs Dawson was asked to follow up on this matter as time was “moving on”.

f) NATIONAL PONY CLUB CHAMPIONSHIPS

i. Miss Lewin -

Overall the competition ran very well and was successful – thanks to the generosity and assistance of many people, the Clubs and the Zones...expressed disappointment at vandalism which occurred on the final night; this matter has been brought to the attention of the Australian Pony Club Council; letters will be written to State Offices of the offending competitors...some of the signage was removed from the Course Country Course...expressed thanks to all who had contributed to the success of the National Championships.

ii. Mr S Coffey (Hon Treasurer for National Championships Sub Committee) –

Presented each member of Council with a copy of the Financial Statement advising that there would be a surplus of approximately \$17,000 – which exceeded initial expectations...Mr Coffey went on to say the surplus was partly due to the generosity of the various Service Providers, who actually donated part of their services in many instances – also the income from the catering exceeded all expectations, thanks to the negotiating skills of the Catering Co-ordinator.

The Organising Committee have discussed the financial situation and consider Zones/individuals who donated cash, should be reimbursed, with the remainder of the money to benefit the whole of the Pony Club membership.

Mrs Olenick – it should be noted that all who were involved with the organising/conduct of the National Championships, carried out their duties in a completely voluntary capacity – regardless of personal costs involved.

Miss Lewin asked that PCAV write to Team Managers and Coaches to thank them for their contribution to the National Championships. Miss Lewin to provide names/addresses to the State Secretary for this purpose.

Resolved That a Vote of Thanks and Appreciation be recorded in recognition of the dedication, commitment and expertise of members of the Organising Committee in their planning and conduct of the 1999 National Pony Club Championships.

g) APCC REPORT

Mr Laird:- attended the APCC meeting was held the weekend in Adelaide...protection of name/logo/badges; current advice indicates these could be registered with the Australian Securities Commission...Mr Neil Gardham and two nominations from Tasmania were appointed to travel to New Zealand to assist the NZ Pony Club with involvement in the Prince Phillip Games...the next International Games will be held in Canada in 2000... a full review on the National Pony Club Championships, Prince Phillip Games, Senior Mounted Games to be undertaken as in 2003 Australia is due to host the International Games and the Inter Pacific Exchange Rally...Northern Territory have indicated that they may host the Senior Mounted Games in 2001...the next APCC Meeting is likely to be held in Perth...APCC would like PCAV to host the 2000 National Games in September/October...SPORTS MEDAL – the President reminded the meeting that the nominations for the Sports Medal must be submitted to the February 2000 Council Meeting, so nominations could be determined for the Australian Pony Club Council Meeting in March/April 2000.

- See end of minutes for nomination criteria/eligibility for sports medal.

55. GENERAL BUSINESS:

a) PCAV Council Meeting Dates for 2000:-

February 8	July 11	September 5
April 18	August 6 (AGM)	November 14

The above approved as meeting dates for 2000.

b) Interstate/International Games Selection Panel

Mrs White:-The Panel met recently at "Irving House" with Mrs White in the chair and Mrs Anderton (PCAV Executive Officer) in attendance...the Panel selected the Victorian Team Member, Albertina Pol from the Warragul PC and Reserve, Daniel Jackson from the Mornington Peninsula PC, for the International Games in 2000...the Panel plan to conduct a National Mounted Games Clinic and State Team Selection Weekend from January 21 – January 23, 2000 at the Cannibal Creek PC, Garfield...the Panel would like PCAV's permission to host the 2000 National Games.

Mr Cobbledick **That PCAV host the Prince Philip Mounted games on a date and venue to be advised.**

Mrs White

CARRIED

- i. Expressions of Interest for a Sub Committee to organise the National Mounted games in 2000.

Mrs White

That nominations be invited for a Sub Committee to organise and conduct the National Mounted Games in 2000; PCAV Council to appoint a Sub Committee at the February 2000 Meeting from the nominations received. (Nomination Form enclosed)

Mrs Olenick

CARRIED

- ii. Recommendation from the Meeting held at "Irving House" in early November...

That a Panel of three – five persons be appointed to form a Coaching Panel for the National Games – with a Chief Coach to be appointed from the Panel by PCAV Council.

Some comment/discussion and –

Mrs Olenick

That Expressions of Interest for the Games Coaching Panel be returned to PCAV Office not later

Mr Cobbledick

than Tuesday, December 14, 1999. (Nomination Form enclosed)

CARRIED

Mrs White – asked for the following Recommendations to be Put to the February 2000 Council Meeting...

- 1) That the National Mounted Games Committee recommend the adoption of:

- Coach and Manager Code of Ethics.
- Duty description for Coach and Manager.
- Contract for Coach, Manager and riders. The rider contract to be signed by the rider and parent/guardian.
- Selection criteria for junior and senior riders.

- 2) That the above documents be prepared by the National Mounted Games Committee and be presented to Council for the February 2000 Meeting.

- 3) That the Coaches, Managers and Team Members appointed before the finalisation of the above documents, be made aware that they will be required to sign a PCAV approved contract.

Resolved

That the documentation as recommended above, be prepared and presented at the PCAV Council Meeting in February 2000.

c) Mrs Blanchard:-

Asked that it be noted there was a change in the wording relative to Adult Supporters in the PCAV Handbook, and that wording be changed in By-Laws to conform with that in the Handbook.

Agreed – that the wording be changed to conform with that in the Handbook – this has been discussed on a previous occasion at a Council Meeting.

d) World Cup Scoring for Qualifying Events:

Mrs Perry suggested that this system be adopted for the Qualifying Events in Showjumping. As time had “run out” the President suggested that this proposal be copied and circulated to Zone Reps for subsequent discussion at Zone Meetings.

☺ At this juncture (12.35 p.m.) the President advised the meeting that the Business of the day had concluded and that he would be making a Presentation to Mrs Howell prior to her retirement after 16 years as Office Assistant at PCAV – and before the Councillors adjourned with Mrs Howell and Miss Corry, to a nearby Restaurant for a Farewell Luncheon. Mrs Howell was then invited to the Council Room and the President presented her with a small gift and thanked her for her service to PCAV over the past 16 years.

Mrs Howell responded suitably, stating she had enjoyed her time working at PCAV Office and thanked Miss Corry for being a ‘lovely Boss’. Miss Corry thanked Mrs Howell for being a great workmate and wished her well in the future.

Miss Corry was then the recipient of a plaque, suitably inscribed. After regaining her equilibrium caused by the unexpected presentation, Miss Corry suitably responded, stating that she had thoroughly enjoyed her 27 years working as State Secretary – and thanked Councillors – past and present, who had been supportive over the years – and wished everyone well for the future.

Mr Rooks **That a Minute of Appreciation be recorded in recognition of the work done Mrs Howell and Miss Corry during the years they have been employed at PCAV.**

CARRIED – with acclamation

Mr Rooks offered his personal thanks to Miss Corry for all her assistance over the years. Miss Corry suitably responded.

The Meeting was closed at 12.15 p.m.

Miss Frances Corry, State Secretary

Items from Minutes to be discussed at the February 2000 Council Meeting

Page No	Ref No	Subject
1	No 48 (a)	Three Year Plan
1	No 48 (b)	Number of riders in Dressage Team for State Champs & Scoring system as per examples presented by Mrs Blanchard.
3	No 53	Criteria/procedures for Volunteer Award
5	No 54 (g)	Nominations for Sport Medal
5	No 55 (b)	Appoint Sub Committee to organise/conduct 2000 National Mounted Games.
5	No 55 (b)	Council adoption of documents as detailed in No 1, sub section I – iv

ADDENDUM TO COUNCIL MINUTES, NOVEMBER 1999 – APPOINTMENT OF DISTRICT COMMISSIONERS:

Central Zone: Melton – Miss K Stokes

Midland Zone: Nhill – Mr I Trigg

East Gipps Zone: Cann River – Mrs J Mustard

Northern Zone: Robinvale/Euston – Mrs M Thompson

North Eastern Zone: Benalla – Mr D Dowell

Wannon Zone: Portland – Mrs H Sutherland.

Miss Frances Corry, State Secretary

- Reduction in Membership Fees: ~ From March 1 – June 30, 2000 Membership Fees will be \$17.00 per member.
Club Secretaries: ~ Please note and ensure that the person who orders Cards from PCAV knows the reduction in the fee to \$17 per member so as to avoid delays in receiving membership Cards.
- Office Closure: ~ PCAV Office will close on Friday, December 17, 1999 and reopen on Monday, January 10, 2000
- New Dressage Books: ~ The November 1999 edition of the Dressage Book (revised edition) is expected at PCAV Office during the second week in December 1999.

Christmas Greetings: ~ The Executive and Councillors offer Best Wishes to all in Pony Club, for a Happy and safe Festive Season.

Secretary's Thanks: ~ I wish to express to the Pony Clubs and individuals who so thoughtfully have sent Thank you cards/notes in relation to my forthcoming retirement as State Secretary.

Thanks also to Barwon Zone for their gracious hospitality and lovely – but quite unexpected gift, and to PCAV Council for Luncheon and another unexpected gift – a lovely inscribed plaque, on November 9, 1999.

Sincerely yours,

Frances Corry