

Pony Club Association of Victoria

COUNCIL MEETING

MINUTES

Held at PCAV State Office "Irving House" 12 Warleigh Grove North Brighton,
on Tuesday 5th September, 2000 at 10.00am.

1. **OPEN MEETING**

10.10am

2. **PRESENT**

President – Stephen Coffey, Treasurer – Ian Wardell, CD – Clare Lewin, EO – Jacquie Anderton, OA – Suanne Fitzgerald, BZ - Phillip Cobbledick, CZ – Susie Spense, EGZ – Marion Dawson, MZ – Kaye Blanchard, NZ – Fiona Mathieson, NEZ – Jess Hull, NMZ – Wendy Olenick, SMZ – John Barlee, WZ – Peter Square, WGZ – Chris Morris

3. **APOLOGIES**

Glenda Perry, Cheryl White, Jan Faulkner

4. **CONFIRMATION OF THE MINUTES (11th July 2000 minutes)**

Moved that the minutes be accepted as a true and accurate account of the meeting held on the 8th February 2000.

Treasurer – Ian Wardell/NZ – Fiona Matheson

CARRIED

5. **BUSINESS ARISING FROM THE MINUTES**

a. **Freshmans, open or training events sub clause recommendations – Zones**

After some discussion most Zones felt that they had already promulgated rules regarding this issue and generally these rulings worked.

Moved that the rule regarding Freshmans, open and training event remain the same without a sub clause.

NMZ – Wendy Olenick/SMZ – John Barlee

CARRIED

b. **State Events Organisers Information Packages – JH, CW, JB (Update)**

Jess Hull presented the organisers package and it was requested that any comments or queries be directed to Jess Hull before the 1st October so that changes can be made before the November meeting.

c. **Submission of a plan for the next PPG – SFTG Committee**

Not discussed

d. **PCAV Harassment policies – J Anderton**

Harassment policies had been looked at but no documentation as yet.

e. **Reimbursement of volunteers – Executive**

Stephan Coffey reported that the Executive had discussed this issue and recommended that reimbursement of volunteers instructors for State Clinics should increase to \$75 per day.

Moved that reimbursement of volunteers instructors for State Clinics be \$75 per day.

EGZ – Marion Dawson/NMZ – Wendy Olenick

CARRIED

f. **Guidelines/recommendation for Clubs going into recess – Executive**

The Executive recommended that if a Club were going into recess they would be required to pay the insurance premium while they were in recess. If a Club was winding up and the wind up process was not complete by the 30th June in the year they announced that they were winding up they would be required to pay the insurance premium for the next insurance year (1/7 – 30/6). During the time a Club was in recess the Zone would take responsibility for finances/equipment/leases ect.

Moved that the Zone Executive take responsibility for any financial or material matters relevant to a Club going into recess.

NMZ – Wendy Olenick/NZ – Fiona Mathieson

CARRIED

6. **TREASURER'S REPORT**

Ian Wardell reported that our surplus was looking large because PCAV memberships/subscriptions are collected at this time of year, this money is then used to finance PCAV during the year. The budget was presented to Council and it was

explained that sales were expected to drop, there would be savings on salary costs and the expected result would be a surplus. Ian Wardell stated that it was not the PCAV purpose to make a surplus and requested that Zone Representatives make suggestions as to where this surplus could be channelled to benefit all PCAV members. Council members were reminded that there would be activities included in the next 3-year plan that would have an impact on the budget. Any feedback on the budget should be directed to Ian Wardell before the 1st November.

7. **CORRESPONDENCE**

a. Incoming

b. Outgoing

8. **PRESIDENT'S REPORT**

Stephen Coffey congratulated West Gippsland Zone their organisation of the conference venue, which was considered by all as most appropriate. It was reported that PCAV had received funding for a promotional video and a Speed to Safety program. It was stated that Frances Corry who was in charge of the preparation of the history of PCAV was in the process of finding a suitable writer more information was expected by the end of September. It was reported that as a result of the workshop held at the Annual Conference, all riders who competed in State events during the past year would receive a questionnaire to establish their thoughts on teams at these events. It was stated that PCAV was looking at conducting a professional research study to establish who, what, when, where and why PCAV was losing their members. It was reported that this study would be in the vicinity of \$25,000 - \$30,000 for which government funding would be sort. Stephen Coffey reported that at the last Horse Council meeting he attended it was mentioned that seaweed supplements had been found to dramatically increase the iodine in a horse's blood, which caused severe lethargy. The Horse Council had also requested that a Road Accidents and Horses incident report be printed and circulated by PCAV. Stephen Coffey reported that the cost of this would be \$800.00.

Moved that the Road Accidents and Horses incident report be printed and circulated to all PCAV mail-out recipients.

NEZ – Jess Hull/EGZ – Marion Dawson

CARRIED

9. **COACHING DIRECTOR'S REPORT**

Clare Lewin reported that the Gear Check guidelines have been prepared and circulated with the CIP agenda. The 2nd NCAS weekend will be held on the 25th and 26th November at Broadford Pony Club. The "K" Certificate worksheets have been updated to reflect changes in the "K" syllabus, copies have been sent to all Zone Chief Instructors and are available from the PC Shop. Clare Lewin suggested that within the 3-year plan the development of an information pack should be created and sent out from the office when enquiries are made.

10. **EXECUTIVE OFFICER'S REPORT**

Jacquie Anderton presented a booklet on a proposed format for the Riders without Horses program. The booklet detailed subjects such as insurance, course content, resources and time frames. It was requested that the booklet be circulated with the minutes. Jacquie Anderton reported that the web-site had recorded 57,580 visitors (hits) as at the 1/9/00, which was an average of 487 visitors per day. Jacquie Anderton reported that Northern Zone have all of their Clubs linked, she congratulated Northern Zone on their pro-active approach to the web-site. The Zones who have not yet managed to co ordinate Club links were urged to take action. Generally speaking the site was reported as being a very well used site and thanks to Mark Hanley's diligent efforts has continued to evolve into a resource for all members of Pony Club.

11. **REPORTS**

a. APCC

The next meeting has been scheduled for the 4th and 5th November 2000.

b. EFA

John Barlee noted the new Eventing and Cross Country Rules were available.

- c. RDA
Brochures and Application forms for the Buchan to the Sea Trail ride would be available soon.
- d. National Mounted Games – team manager nominations
Nominations for the position of National Mounted Games Team Manager were presented to the Council.

Moved that Oriel Gardner be appointed National Mounted Games Team Manager for 2000

NEZ – Jess Hull/NMZ – Wendy Olenick

CARRIED

12. GENERAL BUSINESS

- a. Financial support State Championships
The Executive recommended that PCAV would make available a \$5000.00 advancement to financially assist a Zone to host a State Horse Trials event. A Zone who wished to apply for this advancement would need to make an application to the PCAV Council before 1st August for approval at the PCAV September Council Meeting. The terms of the advancement would be interest free if repaid in full by the end of the financial year in which it was received (30 June). It was suggested that any advancement that was not repaid on the due date would incur interest back dated to the day the advancement was received.

Moved that a five thousand dollar advancement be made available to the Zone hosting the State Horse Trials, to be applied for by the 1st August and repaid in full by the 30th June the following year. Failure to repay the advancement on the due date will incur interest at a rate equal to the 90 day bill rate prevailing on the day the loan was taken out + 1% back dated to the day the advance was received.

BZ - Phillip Cobbledick/SMZ – John Barlee

CARRIED

- b. Medical Armbands – Leather
The Hamag Armband was presented to the Council with modifications.

Moved that the Hamag Armband was acceptable for use at PCAV activities and events.

SMZ – John Barlee/CZ – Susie Spense

CARRIED

- c. Horse Trials Rules – Reprint

The Horse Trials needed to be reprinted. It was suggested that a page of amendments be printed in conjunction with the reprint. John Barlee was requested to supply any amendments, which were required for the amendment page.

Moved that the Horse Trials be reprinted with a separate page of amendments.

SMZ – John Barlee/NEZ – Jess Hull

CARRIED

- d. Inter-pacific Interviews

The interviews for the Inter-pacific Rally applicants was conducted during the Council Meeting and it was decided that Lisa Korver was the most suitable candidate to represent Victoria at this event. Lisa Korver presented herself as a keen participant of the Pony Club movement, showing involvement at many levels including instructing and junior committee work. Her riding achievements indicated that she would be capable of riding in this event. The Council generally felt Lisa Korver would make a very good ambassador for PCAV.

Moved that Lisa Korver’s application to represent PCAV at the Inter-pacific Rally in New Zealand be endorsed by the PCAV Council.

BZ – Phillip Cobbledick/EGZ – Marion Dawson

CARRIED

- e. Equestrian Helmet Standard – EN1384

It was reported to the Council that the equestrian helmet standard EN1384 and a few other standards from other countries have been written up as equivalent to the AS/NZ 3838 standard. Enquires have been made to the office regarding whether these helmets would be accepted at PCAV events/rallies. The Council agreed that the issue should be looked into but currently the two standards AS/NZ 3838 and the AS 2063.3 were the only equestrian helmet standards approved for use at PCAV activities.

f. Course Builders Course

John Barlee expressed his thanks for including the flyer for the Course Builders Course held at Werribee in the PCAV minutes.

g. PPG Proposal

A letter composed by Marilyn Healey – PPG Sub-Committee was presented to the Council. The letter requested that the APCC Victorian representative oppose the proposal that States should limit the number of times any one rider could represent their State at National Mounted Games Championships.

Moved that the letter drafted by Marilyn Healey be presented and endorsed as PCAV's opinion of the proposal.

NEZ – Jess Hull/NZ – Fiona Matheson

CARRIED

h. Wannon Zone – Horse Trials Advancement request

Peter Square asked that because the \$5000.00 advancement has just been created and his Zone was therefore unable to apply for it prior to the 1st August was he able to apply for it immediately. The Council decided that if Wannon Zone felt they required the advancement they would accept an application from them.

Moved that the advancement be made available for Wannon Zone if they required it.

NEZ – Jess Hull/SMZ – John Barlee

CARRIED

i. 3-Year Plan

The updated 3-year plan will be circulated with the minutes.

j. PC Badges

The PC Badges were reported as regularly breaking, Jacquie Anderton reported that there had been numerous complaints which had lead the office to seek other suppliers.

k. Sweet Iron Snaffle Bits

Wendy Olenick asked if sweet iron snaffle bits were permissible at Pony Club, Clare Lewin responded that the rule states that "If metal bits are used, all parts of the bit coming into the horse's mouth must be of the same metal." Pg14 Dressage for Pony Club.

13. CLOSE MEETING

3.05pm

NOTICE BOARD

◆ **PCAV MEMBERSHIP FEES**

Full Rate: (from 1/7/00 – 28/2/01) = \$29.70 (inc GST)

Pro-rata rate:(from 1/3/01 – 30/6/01) = \$18.70 (inc GST)

◆ **OPEN SHOW INSURANCE**

5 Shows = \$27.50 (\$25.00 + \$2.50 GST)

10 Shows = \$55.00 (\$50.00 + \$5.00 GST)

Please make all Open Show Insurance cheques payable to APCC.

◆ **CIP MEETING**

PCAV State Office – 28th October 2000 (Ref: no.9)

◆ **2nd NCAS WEEKEND**

25th & 26th November 2000 at Broadford Pony Club.