

Pony Club Association of Victoria

PCAV STATE COUNCIL MEETING

MINUTES

To be held at PCAV Head Office "Irving House" 12 Warleigh Grove North Brighton,
on Tuesday 19th February 2002 at 10.00am.

1. **OPEN MEETING**

10.20am

2. **PRESENT**

President – Stephen Coffey, VPres – Cheryl White, VPres – Jan Faulkner, Treasurer – Ian Wardell, EO – Jacquie Anderton, CD – Clare Lewin, OA – Suanne Waugh, BZ – Phillip Cobbledick, CZ – Glenda Perry, MZ – Kaye Blanchard, NZ – Fiona Mathieson, NEZ – Jess Hull, NMZ – Wendy Olenick, SMZ – John Barlee, WZ – Petie Marshall, WGZ – Chris Morris

3. **APOLOGIES**

EGZ – Marion Dawson

4. **CONFIRMATION OF THE MINUTES (13th November, 2001 minutes)**

Moved that the minutes be accepted as a true and accurate account of the meeting held on Tuesday 13th November 2001.

WGZ – Cheryl White/SMZ – John Barlee

CARRIED

5. **BUSINESS ARISING FROM THE MINUTES**

a. **Height/Weight Recommendation – Follow up discussion**

Recommendations from Northern Zone and North East Zone were tabled and circulated to all PCAV State Councillors. North East Zone tabled a comprehensive report, which was created after trialing the recommendations on a diverse group of riders. PCAV State Councillors were asked to read and consider this report. All further feedback on this issue will be forwarded to PCAV State Councillors prior to the next PCAV State Council Meeting. This issue will be further addressed at the April PCAV State Council Meeting.

ACTION: Send Northern Zone and North East Zone height/weight feedback to PCAV State Councillors.

6. **TREASURER'S REPORT**

Ian Wardell reported that the financial affairs of PCAV were within budget and there were no anomalies. It was reported that the PCAV equipment shed being built on Bacchus Marsh Pony Club grounds was going well. The cost of the shed would be around \$7300 slightly more than first budgeted. The cost increase was due to the decision to lay a concrete floor in the shed. The decision to lay the concrete floor was made because it would improve the shed as a storage site for PCAV.

Moved that the Treasurer's report be accepted.

NEZ – Jess Hull/WGZ – Chris Morris

CARRIED

7. **CORRESPONDENCE**

a. **Incoming – see correspondence list**

b. **Outgoing – see correspondence list**

8. **PRESIDENT'S REPORT**

Stephen Coffey tabled his report and congratulated North East Zone for a very well run State Dressage and Showjumping Championship. President's report attached.

9. **STATE COACHING DIRECTOR'S REPORT**

Clare Lewin tabled her report and recommended that PCAV adopt recent changes to FEI rules for Eventing. It was explained the rule changes had been made for safety reason therefore it was recommended that they be effective immediately. State Coaching Director's (SCD) report attached.

Moved that all new rules including new penalties as set out by FEI be adopted by PCAV effective immediately.

CD – Clare Lewin/Pres – Stephen Coffey

CARRIED

ACTION: New rules and penalties to be circulated with the February PCAV State Council minutes.

Philip Cobbledick asked if the DCI/ZA Visit Form with Healthy Environment Survey was achieving its aim. Barwon Zone felt it was a slow way to obtain this information because not all Clubs around the State were visited in a year. It was stated that a survey would be circulated to all Clubs to ascertain how they were going with the implementation of the PCAV sun smart and smokefree policies. It was also felt that the surveys completed at the time of a DCI/ZA visit were a fantastic follow up report that ensured PCAV State Office and State Council were regularly updated on creative ideas or problems that may have been encountered whilst implementing the policies. It was again stressed that the survey was not a test and that the smokefree and sun smart policies had been introduced to focus on a healthier environment for all of our members.

10. **EXECUTIVE OFFICER'S REPORT**

Jacque Anderton tabled her report and highlighted a few points raised in her report. It was stated that Candice Gartung had commenced her traineeship and that Dannyell Chapman would finish her traineeship on the 22nd March 2002. The promotional video was complete and available from the PC Shop for \$10; this video was an ideal tool for introducing PCAV and the Pony Club movement. Database modifications were to commence and would hopefully be complete before membership/strength return time. Zones were requested to inform the PCAV State Office within the next few weeks if they felt there were any reports (lists or statistics) that could be provided by PCAV State Office that would benefit them. A report on the Riders without Horses program, produced by Ballan Pony Club and forwarded to the PCAV State Office would be circulated to all PCAV State Councillors. Ballan Pony Club was congratulated on the success of their program and thanked for their comprehensive report. The amalgamated Bylaws and Handbook publication was now available from the office for \$3.10. It was emphasised that there had been no changes to any rules or information contained in either of these books, the rules in the Bylaws book had simply been matched with the information provided in the Handbook. The State Councillors were informed that all Clubs would receive two complimentary copies of the book with the minutes.

ACTION: Send each Club two copies of the amalgamated Bylaws/Handbook.

11. **REPORTS**

a. **APCC**

Clare Lewin reported that the insurance offered by the National Coaching Accreditation Scheme (NCAS) to PCAV Level One qualified instructors was no longer available. This meant that **whilst instructing privately** an NCAS PCAV Level One instructor was no longer covered for public liability and professional indemnity. It was stressed that **whilst instructing at Pony Club organised activities** all instructors whether they be qualified or not qualified, paid or not paid would be covered for public liability and professional indemnity. There have been no changes to the cover provided by the PCAV (APCC) insurance. PCAV was investigating the possibility of obtaining insurance that would cover its instructors whilst coaching PCAV members outside of Pony Club organised events. It was reported that development would start on the syllabus for the NCAS PCAV Level Two as directed by the NCAS. The next meeting for APCC would be held in Darwin.

b. **EFA**

John Barlee reported that the EFA Three-Day Event would be run over the long weekend in June. The Dressage for the Stars event had also been conducted.

c. **RDA**

No Report – Marion Dawon apology

d. National Mounted Games

Cheryl White tabled a report from Marilyn Healey on the Mounted Games Skills Training Camp run over the weekend of the 26th & 27th January which had been a great success. It was stated that the Masters and Prince Phillip National Mounted Games Championship 2002 to be held in South Australia would be conducted in conjunction with the Nationals. As both the Master and Prince Philip teams would be involved it was recommended by the National Mounted Games Subcommittee that two coaches and one team manager be sent with the teams to this competition. It was reported that Richard Glenn had been assisting Marilyn Healey with the National Mounted Games teams and this would be a great opportunity to further his involvement.

Moved that the airfares for two coaches and one team manager be subsidised by PCAV for the 2002 Masters and Prince Philip National Mounted Games Competitions to be run in conjunction with the Nationals in South Australia.

Vpres – Cheryl White/NEZ – Jess Hull

CARRIED

e. State Games & Flat Teams

A letter received from Northern Zone regarding the sack race was tabled. This issue was referred to the State Games, Flat Teams and Musical Ride Subcommittee to address and make a recommendation to the PCAV State Council at the next April PCAV State Council Meeting. It was noted that Glenda Perry indicated she could supply suitable sacks if required.

ACTION: State Games, Flat Teams and Musical Ride Subcommittee to make a recommendation to the PCAV State Council on the sack race.

ACTION: Glenda Perry to investigate the possibility of supplying suitable sacks.

f. State Horse Trials – SMZ

John Barlee reported that the closing date for the State Horse Trials would be the **16th April 2002**. All information relating to rules, stabling, food, accommodation and more would be provided in the information sent to Clubs by the South Metro Zone State Horse Trials Organising Committee. The following Officials were presented to the PCAV State Council for endorsement.

Showjumping Course Designer – Jenny Muir

Showjumping Judge – Ron Lewis

Showjumping Chief Judge – Ron Lewis

Cross Country Course Designer – John Barlee

Cross Country Chief Judge – Ron Gates

Dressage Chief Judge – Sally Francis

Moved that the above named Officials for the State Horse Trials 2002 be endorsed by the PCAV State Council.

BZ – Philip Cobbledick/WGZ – Chris Morris

CARRIED

g. State Dressage & Showjumping – NEZ

Jess Hull tabled a report on the State Dressage and Showjumping Championships 2002 held in Wodonga and commented that it was quite a successful event although noted that entries were down. A report on the world cup scoring was also tabled, a copy of this report will be circulated to all PCAV State Councillors to read and make comment on at the April PCAV State Council Meeting. Further discussions with regard to the different format of the State Showjumping and Dressage Championships would also be discussed at the April PCAV State Council Meeting. Jess Hull did note that many riders were warming their horses up wearing sneakers and felt that it should be noted that appropriate footwear must be worn at all times whilst participating in a Pony Club activity. It was suggested that on all entry forms and competition information it should be noted that while warming up your horse appropriate footwear must be worn. Jess Hull congratulated the efforts of all those

who helped with the organisation and running of the State Dressage and Showjumping Championships 2002.

12. **GENERAL BUSINESS**

a. PCAV Website – CZ (Riddells Creek letter)

Jacque reported that she had met with Mark Hanley (PCAV Webmaster) and Jess Hull to discuss the PCAV website. It was emphasised that the time and substantial expertise Mark Hanley devotes to modifying and updating the PCAV website was totally voluntary. It was also noted that the PCAV website was the most visited equestrian website in the world. Jacque and Mark discussed the possibility of Clubs updating their own information on the PCAV website but this prospect was considered impractical and unworkable. The PCAV website provides Clubs with a free service and hosting for their page but Clubs are not restricted to taking up this offer. If a Club wishes to independently organise their own site they are free to do so. If a Club chooses to host their own site they are welcome to link to the PCAV website. The conditions of this link would be that a link back to the PCAV website would be placed on their website and an alert warning window would be displayed as the user leaves the PCAV website to warn the user that they were leaving the PCAV website.

Moved that any Pony Club that wished to link a self-maintained website to the PCAV website would be required to have a reciprocal link on their site and an alert window would accompany this link to warn users they were leaving the PCAV website.

Pres – Stephen Coffey/Treas – Ian Wardell

CARRIED

Jacque stated that the website had two faces the first being a noisy, colourful one that was aimed at children and the PCAV Online part that was aimed at administration. It was emphasised that the website can only be as current as the information provided. Jacque reported that during her discussion with Mark they developed new procedures to help reduce the amount of time Mark spent on preparing documents before they were able to be up loaded onto the website. These new procedures would involve the PCAV State Office in document preparation and creation of templates that would assist with the collection of information in a consistent format. Jacque inquired into what costs Mark was incurring and whether PCAV should be reimbursing him for operating costs. Mark was adamant his interest in the PCAV website was very much of a volunteer nature although his out of pocket expenses would be approximately \$50 per month. Jacque recommended to the PCAV State Council that Mark Hanley should be reimbursed \$50 per month for phone expenses.

Moved that honorary PCAV Webmaster, Mark Hanley, be reimbursed \$50 per month for out of pocket expenses and a letter of appreciation for his time and expertise be forwarded.

Treas – Ian Wardell/NEZ – Jess Hull

CARRIED

ACTION: PCAV State Office to reimburse Mark Hanley and forward letter of thanks.

b. Bethanga Pony Club Full Affiliation Recommendation – NEZ

Moved that the request by Bethanga Pony Club for full affiliation be approved.

NEZ – Jess Hull/Vpres – Cheryl White

CARRIED

c. Beyond 2000 National Championships (South Australia to host)

Information was circulated to PCAV State Councillors. The PCAV State Councillor must approve all nominations from his/her Zone for this competition.

d. Interpacific

Victoria's offer to host the Eventing stage of the Interpacific Rally in 2003 was accepted by the APCC. It was noted that this was a unique opportunity for PCAV to be involved in an international event. Members were encouraged to consider

volunteering their horse for use by the international riders. In addition to this event there will be a horse trials event open to grade three PCAV members.

e. Colour of Jodpurs – MZ

Kaye Blanchard raised the issue of allowing riders to wear white jodpurs. It was becoming a problem within Midland zone that riders who had the correct colour jodpurs, which had faded and looked white, were having trouble with getting through gear checks. Wendy Olenick stated that she felt it was time to review the Pony Club uniform in its entirety. It was suggested that the riding members should be surveyed on this issue to obtain general opinion.

Moved that a Uniform Review Sub Committee consisting of Wendy Olenick, Clare Lewin and Jacquie Anderton be formed to review the current uniform and make recommendations to the PCAV State Council.

BZ – Philip Cobbledick/NEZ – Jess Hull

CARRIED

f. Do List of Fees Recoverable – MZ

It was stated that the information provided on this report was to assist Zones to have a better understanding of what was going on with their clubs, Zone were not required to do anything with the list.

g. PCAV Annual General Meeting – Location & Content

Central Zone offered to run the 2002 AGM/Conference and Zones were requested to consider the content of this years conference.

h. Schools Advisory Committee

It was reported that a Schools Advisory Committee had been formed to review the equestrian competitions run by individual schools in an attempt to create common rules and consistency of structure. PCAV were invited to nominate two members to this Committee.

i. Short Course Event for Pony Club

An event such as this was held at Equitana this year is was felt that guidelines could be obtained, reviewed and made available to the field for their information and future use. Glenda Perry suggested that she could possibly obtain a copy of the guidelines.

ACTION: Glenda Perry to obtain a copy of the Short Course Event guidelines.

j. Nominations of Representatives to the Schools Advisory Sub-committee

Moved that Clare Lewin and Jacquie Anderton be nominated as PCAV's representatives on the Schools Advisory Committee.

NMZ – Wendy Olenick/Treas – Ian Wardell

CARRIED

k. Bridle numbers – BZ

Philip Cobbledick explained that the recommendation to use bridle numbers instead of back numbers had been made because many of the riders who competed in Pure Dressage went to a lot of trouble to present themselves and then were made to wear large often grubby back numbers.

Moved that riders competing in Pure Dressage events may have their numbers displayed as a bridle or saddlecloth number.

BZ – Philip Cobbledick/WZ – Petie Marshall

CARRIED

l. History of PCAV

It was noted that Jan Faulkner, Frances Corry and possibly John Laird had expressed an interest in trying to get together a history of PCAV.

m. Victorian Horse Council (VHC)

Stephen Coffey stated that he no longer wished to be the PCAV representative on the VHC and suggested unless someone else wished to take up the position that PCAV no longer be represented on the VHC.

Moved that PCAV no longer be represented on the Victorian Horse Council.

BZ – Philip Cobbledick/NEZ – Jess Hull

CARRIED

n. Vale – Mrs Jess Tomlinson

Fiona Mathieson informed the PCAV State Council that Mrs Jess Tomlinson had passed away. The PCAV State Council requested that a condolences card be sent on behalf of all at PCAV.

ACTION: Send condolences card to Mrs Tomlinson family.

o. PCAV State Horse Trials 2004

Midland Zone wished to request permission to conduct the PCAV State Horse Trials over two days. Midland Zone was asked to put their request in writing documenting the reasons for their request.

ACTION: Midland Zone to forward a written request.

p. State Games, Flat Teams & Musical Ride Championship – Rule Clarification

Midland Zone requested that the eligibility rule in the Kay Irving Memorial Games, Flat Teams and Musical Ride Event – 2002 Championship rules be clarified for people wishing to compete in the competition. The rule causing confusion was 2(c) ***ELIGIBLE COMBINATIONS*** *may compete in either competition, but not both in the same year.* It was clarified that at the State Games, Flat Teams and Musical Ride Championships a rider may only enter one horse (the eligible combination) to the competition, the combination may only be entered into one event in any one year.

q. Bandaging for Polocross

Referred to the CIP to make a recommendation to the PCAV State Council.

ACTION: CIP to make a recommendation to the PCAV State Council regarding bandaging.

13. **CLOSE MEETING**

Next Meeting: 9th April 2002

3.40pm