

Pony Club Association of Victoria

PCAV STATE COUNCIL MEETING

MINUTES

Held at PCAV State Office "Irving House" 12 Warleigh Grove North Brighton,
on Tuesday 10th June, 2003 at 10.00am.

1. OPEN MEETING 10.10am
2. PRESENT
President – Stephen Coffey, Vice President – Jan Faulkner, Treasurer – Ian Wardell, EO – James Fitzpatrick, CD – Clare Lewin, OA – Suanne Waugh, BZ – Phillip Cobbledick, CZ – Janice Ray, EGZ – Stephen Bragg, MZ – Kaye Blanchard, NMZ – Wendy Olenick, NZ – Fiona Matheson, NEZ – Jess Hull, SMZ – John Barlee, WZ – Petie Marshall, WGZ – Chris Morris
3. APOLOGIES
VPres – Cheryl White
4. CONFIRMATION OF THE MINUTES (8th April 2003 minutes)
That the Minutes of the 8 April 2003 be confirmed **CARRIED**
5. BUSINESS ARISING FROM THE MINUTES
 - 5.1 Motor Bike Requirements Not ready for decision
 - 5.2 Helmets – acceptable standard Not ready for decision
 - 5.3 Re-imburement Plan Not ready for decision
 - 5.4 Uniform Review Not ready for decision

ITEMS FOR CONSIDERATION AND DECISION

6. ITEMS FOR CONSIDERATION AND DECISION
 - 6.1 Business Planning Format
Moved that the Business Planning Format be accepted as presented. **CARRIED**
 - 6.2 Insurance Renewal and Waiver
Moved that the PCAV Executive Sub-Committee be delegated responsibility for the Insurance and Legal matters for the PCAV. They are to implement any necessary actions and report to the PCAV State Council at each meeting. **CARRIED**
 - 6.3 Governance
Moved that the final draft of the governance changes be presented at the Annual Conference for final consideration and comment. **CARRIED**

Comment was made that the position name of Zone Representative should be changed to reflect the nature of the position. It was decided that a Special General Meeting to vote on the governance changes would be held on the 11th November 2003.
 - 6.4 2003-2004 Budget
Moved that the PCAV Executive Sub-Committee be delegated responsibility for the Finance for the PCAV. They are to implement any necessary actions and report to the PCAV State Council at each meeting. **CARRIED**

- 6.5 Rules – Horse Trials Elimination
Moved that rule 34 (a) and (b) be replaced with the new ruling as presented and that 34 (c) becomes 34 (b), the above amendments were made for safety and duty of care reasons.
CARRIED
It was noted that the ruling should be included in the reprint of the Horse Trials Rule Book.
Moved that the above rule change be made effective immediately.
CARRIED
- 6.6 Rules – D Certificate for Horse Trials
Moved that a rider would not be required to obtain a “D” certificate before being eligible to compete in Horse Trials Competitions.
CARRIED
Moved that riders would not be required to obtain a “C” certificate to be eligible to compete at the State Games, Flat Teams and Musical Ride Championships.
LOST
Moved that the age of a rider required to have obtained their “C” certificate be increase to 14years and over for the State Games, Flat Teams and Musical Ride Championships.
LASPED
Moved that for all State Championships the age of a rider required to have obtained their “C” certificate be increase to 14years and over.
LOST
Comment was made that the ruling requiring riders to obtain their “C” certificate was considered to be a safety issue.
- 6.7 EFA Delegates
Moved that John Barlee be endorsed as the PCAV Delegate to the EFA.
CARRIED
- 6.8 PCAV Club year changed to Calendar Year
It was felt that further discussion and evaluation was required before an appropriate decision could be made on this issue.
ACTION: James Fitzpatrick – Prepare a paper on the issue of changing the PCAV Club year to a Calendar Year and present it for discussion at the Annual Conference
- 6.9 PCAV Critical Injury and Death Policy
Moved that the PCAV Critical Injury and Death Policy be accepted as presented.
CARRIED
- 6.10 Mornington Peninsula PC and Eltham District PC 50th Year Grants
Moved that the request from both Mornington Peninsula and Eltham Pony Clubs be received and their request for funding denied.
CARRIED
ACTION: James Fitzpatrick – Write to Mornington Peninsula and Eltham Pony Clubs regarding their request for funding.
- 6.11 Meeting Dates
Meeting and Agenda cut off dates accepted as circulated.
- 6.12 Annual Report Format
A format for the Annual Report was presented and accepted by the State Councillors.
- 6.13 Award of Merit
Moved that the individuals presented for the Award of Merit be endorsed.
CARRIED

- 6.14 Risk Management Review
Moved that the PCAV State Council approves a Risk Management Workshop to be conducted by Boardworks International on 15 July 2003 at 10am.

CARRIED

REPORTS

7. TREASURER'S REPORT

Ian Wardell reported that the presentation of the PCAV accounts would be reviewed during the next financial year.

Moved that the Treasurers Report be accepted.

CARRIED

8. CORRESPONDENCE

- 8.1 Kardella South PC – Probationary Membership (WGZ)

Moved that Kardella South Pony Club be granted Probationary Membership of PCAV.

CARRIED

- 8.2 Newstead Pony Club – Probationary Membership (MZ)

Moved that Newstead Pony Club be granted Probationary Membership of PCAV.

CARRIED

- 8.3 Concern over Rule Changes (NZ)

Moved that the Northern Zone letter be received and the contents noted.

CARRIED

9. PRESIDENT'S REPORT

Stephen Coffey tabled his report and added that he felt the horse providers, billets and Wodonga Pony Club should be thanked for their assistance at the InterPacific Rally.

ACTION: James Fitzpatrick – Write a thank you to all billets, horse providers and Wodonga Pony Club.

10. COACHING DIRECTOR'S REPORT

Clare Lewin stated that there would be a CIP Meeting on the 14th June 2003. It was reported that the Sue Chandler APCC Clinic had been postponed. The NCAS Level 1 workshop would be held on the 12th & 13 July 2003. Following a lengthy discussion on rules the State Council decided that the Executive Officer should review all Sub-committees. James will prepare a report to the next Council Meeting listing the ideal sub-committees, their charter and responsibilities, draft candidates.

11. EXECUTIVE OFFICER'S REPORT including Planner

James Fitzpatrick's report was tabled.

12. SUB-COMMITTEE REPORTS

- 12.1 APCC

Nothing to report.

- 12.2 PCAV Executive

All points of discussion previously covered.

- 12.3 EFA

Nothing to report.

- 12.4 State Games, Flat Teams & Musical Ride Sub-committee

Stephen Bragg reported that the change made to the way Judges were obtained had worked well. Stephen stated that there had been a few problems on the day with regard to injuries and that the State Games, Flat Teams and Musical Ride Sub-committee would be addressing at their next meeting.

- 12.5 National Mounted Games Sub-committee

Moved that the National Mounted Games Sub-committee purchase requested microphone with headset and first aid kit.

CARRIED

Clare noted that the submission to have a Games Specific Level 1 NCAS course had been given to APCC who were working on creating this course syllabus.

12.6 State Dressage & Showjumping Championships Sub-committee (MZ)

Nothing to report

12.7 State Horse Trials Championships Sub-committee (CZ)

Nothing to report

12.8 Uniform Review Sub-committee

Nothing to report.

12.9 Schools Advisory Committee

James was requested to attend the meeting to be conducted on Thursday 12th June 2003.

ACTION: JAMES FITZPATRICK - to conduct a review on the current status of the EFA Schools Advisory Committee to be presented to the State Council.

12.10 Publications Sub-committee

Nothing to report.

12.11 Rules Sub-committee

ACTION: JAMES FITZPATRICK - to send Horse Trials Rulebook with rule changes to Angela King for proof reading.

12.12 Webmaster

Nothing to report.

13. GENERAL BUSINESS

13.1 First Aid at Events

ACTION: EXECUTIVE SUB-COMMITTEE – to review First Aid at events.

13.2 Zone Teams Challenge

Moved that an organising sub-committee be established to review the viability of making the Zone Teams Challenge and annual event.

CARRIED

The following individuals were nominated to be on this sub-committee Belinda Dawkins, Janice Ray, Petie Marshall (Chair), and were given the authority to co-opt members as required.

ACTION: JAMES FITZPATRICK – to call Werribee Park National Equestrian Centre and book the third Saturday in May for the Zone Teams Challenge event.

13.3 Midland Zone State Dressage & Showjumping Championship program

Moved that the program as presented be accepted.

CARRIED

CLOSE MEETING

3.10pm

Next Meeting: 15 July 2003
9 September 2003

Risk Management and Business Planning
PCAV Council Meeting