

Pony Club Association of Victoria Inc

12 Warleigh Grove, Brighton North. Vic. 3186
ABN 64 320 020 091 Inc Number A0013413S

PCAV STATE COUNCIL MINUTES

Meeting held at Mornington Peninsula Pony Club
on Monday 12th February 2007 at 9.00am.

1. OPEN MEETING

2. PRESENT / APOLOGIES

Present: (Chair) President – Jan Faulkner, Vice President – Kammy Cordner-Hunt, Vice President – Neil Clinton, Treasurer – Janice Ray, BZ – Philip Cobbleddick, CZ – Norm Glenn, EGZ – Stephen Bragg, MZ – Kaye Blanchard, NMZ – Linda Smith, NZ – Fiona Matheson, NEZ – Jess Hull, SMZ – Tony Curwen, WZ – Anthea Sutherland, WGZ – Vicki Kneebone.
EO – James Fitzpatrick, SCD – Clare Lewin

3. CONFIRMATION OF THE MINUTES (14th November 2006)

Moved Anthea Sutherland

That the Minutes of the State Council Meeting held on 14 November 2006 be approved with the amendment of deleting the words NMG Team on line 4 of item 5.8 and the Treasurer's Report in November was moved by Linda Smith and Seconded by Anthea Sutherland.

Seconded Steve Bragg

Carried

4. BUSINESS ARISING FROM THE MINUTES

Items not ready for Council requiring additional development

- 4.1 Rules re-write for governance motions Delete from future agendas as it is being addressed
- 4.2 Zone Authority Motion – legal advice
- 4.3 Club Voting Rights – Rules Sub-committee to table rule in April.
- 4.4 Procedure for Recession of Clubs
- 4.5 Polocrosse Format for 2007
- 4.6 Photography at Events waiting for ASC policy

5. ITEMS FOR CONSIDERATION AND DECISION

5.1 Handbook of Bylaws

The State Council had a three hour discussion on the draft Handbook of Bylaws.

They worked through a number of concepts without approving the new draft.

In the next few weeks the final wording will be prepared with a draft circulated to State Councillors with adequate reading time before the next meeting.

5.2 Dressage DVD

The State Coaching Director has completed the dressage filming and voiceovers. The

product has 31 tests filmed with a riders commentary and a separate judging component.

The DVD was paid from the Sport and Recreation Victoria grant to PCAV. The product will be available in April-May 2007.

Moved Anthea Sutherland

That an online educational DVD Library levy of \$1 per rider be set for 2007-2008.

That each club be provided a copy of the DVD set at a fee to cover costs.

Seconded Jess Hull

Carried

Each rider's membership fee has \$1 included in the fee that will be used to generate funds to continue with the concept of on-line DVD's for riders and officials. The State Council will charge the levy in a year where a DVD is produced.

5.3 NCAS Introductory and Level 1 Re-write

The State Coaching Director is re-writing the Pony Club Australia NCAS courses. The new courses are competency based assessment. This means a novice may attend courses and build skills to achieve an accreditation or a suitable knowledgeable and experienced existing coach may just have an assessment and be approved. NCAS Introductory is based on coaching D to C Certificate level and Level 1 above. The draft will go to the Pony Club Australia meeting in March.

5.4 Workbooks

Zoe Harrison from WA has been engaged by PCAV to write a C Workbook and worksheets based on the new PCA Syllabus of Instruction. This PCAV owned resource will be available from the middle of the year and then she will continue to write additional certificate levels. This C Workbook project is being funded by the Department of Sport and Recreation Victoria grant.

Sue Kukawski is updating her workbooks and will continue to be sold from the PCAV shop.

Moved Fiona Matheson

That a sticker stating "general resource" differentiating from a "PCA Syllabus Resource" for workbooks and various notes be implement.

Seconded Kaye Blanchard

Carried

5.5 Staffing Update

Natalie McCormack has resigned her position of Club Development Officer. This was a contract position which was funded by Vichealth and concludes on 30 June 2007.

The following staffing will apply:

Executive Officer	Full-time	Mon-Fri	James
State Coaching Director	Full-time	Mon-Fri	Clare
Accounts	18 hours	Tues-Thurs	Jennifer
General	15.2 hours	Mon and Fri	Suanne
Membership	22.8 hours	Mon-Wed	Vicki

In the absence of Natalie, Suanne will undertake police checks, sash program, website passwords, accounts approvals, payroll. Jennifer will increase her hours by 3 hours per week to allow Suanne to have a more general role. This is a reduction of 35 hours per week staffing and will be reviewed monthly to monitor progress. Temp staff may be used to assist with Membership renewals in June.

5.6 April State Council Meeting Date

The meeting is to be moved to 17 April 2006 at Werribee at 10am to avoid clashing with Easter Tuesday.

- 5.7 Beaufort Pony Club
Moved Kaye Blanchard
That Beaufort Pony Club be granted Full Affiliation of PCAV.
Seconded Kammy Cordner-Hunt **Carried**
- 5.8 Uniform Addition
The State Council discussed adding additional fabrics to the uniform rules as there are a number of products that may be preferential over polarfleece.
Moved Vicki Kneebone
That the uniform rules be amended to include additional material changes for rugby or vest styled tops or the like. The existing uniform rules will remain but the rule will be broadened to include new fabrics effective when the new Handbook of Bylaws is released.
Seconded Jess Hull **Carried**
- 5.9 Approvals for National Mounted Games
Moved Neil Clinton
That the National Mounted Games Squads as listed be approved. That the State Council gives approval for team selections for the Nationals from this list.
- Senior Squad 2007**
Rachael Cocks(Little River), Scott Cruise (Pakenham), Ryan Davis (Macclesfield)
Zac Johnstone (Macclesfield), Beth Lavery (St.Andrews), Stevie Lehmann (Riddells Creek), Lachlan Mc Donald Kerr (Riddells Creek), Jason McKinley (Yarrambat), Albertina Pol (Warragul), Derk Pol (Warragul), Andrew Rodaughan (Kilmore).
- Junior Squad 2007**
Hollie Bini (Mentone), Nic Buckley (St.Andrews), Jaymee Cockram (Loch Nyora), Paul Guthrie (Cobram), Matthew Kirby (Gisborne), Simone Leach (Warragul), Billie Pearson (Kangaroo Ground), Alister Ling (Yarrambat), Mathew Slade (Riddells Creek), Rebecca Ross (Lilydale), Lachlan Somers (St.Andrews), Trent McKinley (Yarrambat)
- Development Squad 2007**
Lauren Breakwell (Cockatoo), Patrick Dyson (Donvale), Georgia Gould (Riddells Creek)
Isaac Lawson (Meeniyan), Kate Ross (Lilydale), Aiden Somers (St.Andrews), James Thomas (Dingley).
- That Billie Pearson be approved as a Team Member for Australia competing in the International National Mounted Games in July in Kentucky USA. This is a funded position with PCAV contributing to the airfare costs.
- That Billie Pearson and Mathew Slade be approved as a Team Member for Australia competing in the Trans Tasman Challenge in National Mounted Games in Gawler, SA in April 2007. This is a non-funded addition to the games calendar at the invitation of PCASA.
- President Jan Faulkner gave an account of the successful event and the State Council congratulated the NMG sub-committee on a very fine event.
- Seconded Linda Smith **Carried**

- 5.10 Interpacific Rally - Rider
Moved Tony Curwen
That Amy Holland be ratified as a Team Member for Australia competing in the Interpacific Rally in July in Kentucky USA. This is a funded position with PCAV contributing to the airfare costs. That Kristen Petzke be the reserve rider for Victoria.
Seconded Neil Clinton **Carried**
- 5.11 Interpacific Rally - Coach and Chaperone
Moved Kammy Cordner-Hunt
That Anthea Sutherland be endorsed and nominated to the PCA as a potential coach for the Interpacific Rally. Bev Bell has nominated as a potential chaperone for the Interpacific Rally and PCAV forward her nomination to PCA.
Seconded Fiona Matheson **Carried**
- 5.12 Nationals Selectors
Moved Anthea Sutherland
That the following persons be invited to be selectors for the PCAV Team going to the Nationals.
Showjumping - Yvonne Morrison, Peggy Mills, Vicki Kneebone
Eventing - Neil Clinton, Bev Shandley, Clare Lewin
Dressage - Debbie Warne, Clare Lewin, Belinda Dawkins
National Mounted Games - As per current selection processes
Seconded Philip Cobbedick **Carried**
- 5.13 Polocrosse Event
Moved Norm Glenn
That the event on 7 October 2007 be classified a State Polocrosse Championship.
Seconded Fiona Matheson **Carried**
- 5.14 State Championships at Werribee Park National Equestrian Centre
Moved Philip Cobbedick
No action be taken on Midland Zone proposal re State Championships. Current rotation of zones applies. State Games and Interzone Teams Horse Trials to remain at Werribee.
Seconded Norm Glenn **Carried**
- 5.15 Calendar of Competitions
Moved Philip Cobbedick
That the Executive Officer circulate a copy of the Calendar of Competitions to each club with the February mailout. Put date printed on cover. This is to be circulated as a guide to what is on the internet and is not proposed as a full and final list of events.
Seconded Steve Bragg **Carried**
- 5.16 Compliance
Nil to report.

- 5.17 Sport and Recreation Grants
The Dressage DVD is almost complete.
The PCAV "C Workbook" is underway.
Northern Zone Training Clinic scheduled for 23 June 2007
Wannon Zone mentor program 4 clubs highlighted including a template for a Strategic Plan for all clubs
North East Zone rider squads clinic is on 9-10 June 2007.
Key positions for clinics must be undertaken by State Level Presenters from the list supplied.
A further report to come to the April State Council.
EO to send a list of presenters to each zone representative and an expression of interest form for zones to propose additional presenters.
- 5.18 New Grant Opportunity – Vichealth SSA 2007-2011
The Executive Officer to submit a grant based on current Business Plan objectives.
- 5.19 SRV Grant for a Review of Club facilities
This grant proposal was declined.
- 5.20 Property – Sale of Irving House
The property has been sold and a deposit of \$57,000 paid. Settlement is 28 February 2007. The total sale price was \$570,000 plus gst. A rent free period to 30 August 2007 was included in the sale price.
- 5.21 Property – purchase of new site
The Executive Officer outlined the office facilities that are being sought. The preferred site location is Port Melbourne, 300-400m², on-site parking. There are many properties in this category and the search will continue.
- 5.22 Membership Fees 2007-2008
Moved Norm Glenn
From 1 July 2007, there will no longer be a separate membership category for Riders Without Horses. RWH will be included in Junior or Associate membership categories.
Clubs may offer a program content based on the RWH concept.
Seconded Neil Clinton **Carried**
- Moved Janice Ray
That the Junior and Associate Membership Fees for 2007-2008 be \$63.00 which includes a \$1 online educational DVD Library levy.
Seconded Neil Clinton **Carried**
- Moved Kaye Blanchard
That each club commences paying a "Club Membership" to PCAV of \$6 per annum for 2007-2008 which will be due on 15 June 2007. Clubs will be required to apply for affiliation annually which is a requirement of the Incorporations Act.
Seconded Janice Ray **Carried**

- 5.23 Finance
The Executive Sub-committee is requested to attend to passwords/signatories on the investment accounts. This applies to investment accounts with over \$30,000.
- 5.24 Guidelines for Showjumping and Dressage Championships
Held over for amendments from Handbook of Bylaws. Will table to April State Council Meeting.
- 5.25 Showjumping Heights and Grades
Moved Neil Clinton
That the heights for pure Showjumping remain as per the current levels.
Seconded Philip Cobbletick **Carried**

6. TREASURER'S REPORT

- 6.1 Profit and Loss Statement, Balance Sheet as at 31 December 2006 shows a surplus of \$1,824 year to-date.
Moved Janice Ray
That the financial reports as presented be approved
Seconded Linda Smith **Carried**

REPORTS TO READ

7. MEMBERSHIP REPORT

Membership numbers show 7337 July to December 2006.

8. PRESIDENT'S REPORT

9. COACHING DIRECTOR'S REPORT

10. EXECUTIVE OFFICER'S REPORT

11. SUB-COMMITTEE REPORTS

- 11.1 Pony Club Australia
Next meeting 17-18 March 2007
- 11.2 PCAV Executive
- 11.3 Equestrian Federation of Australia -Victoria
- 11.4 Chief Instructors Panel
- 11.5 State Games, Flat Teams & Musical Ride Sub-committee
Congratulations on new format of booklet
Moved Anthea Sutherland
The new Chairman of the Sub-Committee is Philip Cobbletick
Seconded Jess Hull **Carried**
Midland Zone entries are permitted 4 days after state closing date due to the moving of the Interzone Teams Challenge dates.
- 11.6 National Mounted Games Sub-committee
- 11.7 State Dressage & Showjumping Championships (2007 SMZ) (2008 Swan Hill)
- 11.8 State Horse Trials Championships (2007 NEZ)
Report tabled

- 11.9 Inter-Zone Teams Horse Trials
Need assistance for gear check co-ordinator and volunteer co-ordinator. There are a number of program/draw changes. Course walk on Friday. Zones need co-ordinator as per previous years.
- 11.10 Speed to Safety
Moved Anthea Sutherland
That the Speed to Safety event be discontinued at a state level. Clubs are still encouraged to train riders in "riding to a given speed" and zone events may continue as planned.
Seconded Norm Glenn **Carried**
- 11.11 Rules Sub-committee
11.12 Publications Sub-committee
11.13 Asset Review Sub-Committee
11.14 Polocrosse Sub-Committee
11.15 History Sub-Committee

12. GENERAL BUSINESS

- 12.1 There are a number of planned State Training Clinics planned which were discussed during the meeting and confirmed following the meeting:
2007
Northern Zone Training Clinic is scheduled for 23 and 24 June 2007
Wannon Zone Training Clinic is scheduled for 30 September 2007
2008
North Metro Zone Training Clinic is scheduled for 29 or 30 March 2008
Barwon Zone Training Clinic is scheduled for 24-25 May 2008
East Gippsland Zone Training Clinic is tentatively scheduled for 30 November 2008
2009
West Gippsland Zone, Central Zone, North East Zone
2010
Southern Metro Zone, Northern Zone, Wannon Zone
- 12.2 A, B, and K Certificate Weekend hosted by Barwon Zone will include a number State level presenters. The venue will be in close proximity to Geelong. The State assists with funding of \$1250. Date 26 May 2007
- 12.3 Discussion on aligning showjumping with EFA/FEI rules for Showjumping.
Moved Tony Curwen
That the State Council requests the rules sub-committee draft a paper regarding showjumping rules.
Seconded Linda Smith **Carried**
- 12.4 Congratulations to Southern Metropolitan Zone for a very successful State SJ and Dressage Championships.
- 12.5 Thankyou to Mornington Peninsula Pony Club for the use of your clubhouse for our meeting. We appreciated greatly your support at short notice for our meeting.

13. CLOSE MEETING 5.00pm

14. NEXT MEETING

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| Executive | Tuesday 27 March 2007 |
| State Council | Tuesday 17 April 2007 at 10am (Werribee) |