

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 Melaleuca Lodge, Beaconsfield
on Tuesday 28th August 2007 at 11.00am.

OPEN MEETING

The State Council did a building inspection at 10am at 73-75 Mackie Rd, Mulgrave. The feedback was terrific and the State Councillors are very pleased with the building and location.

1. PRESENT / APOLOGIES

Present: (Chair) President - Jan Faulkner, Vice President - Kammy Corder-Hunt, Vice President - Neil Clinton, BZ - Philip Cobbledick, 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
Observers: Lyn Stevens (NEZ) and Leonie Lang (CZ) - new zone reps as of AGM.
Apologies Treasurer - Janice Ray

The State Council expressed their sympathies to Clare and her family for her mother who recently passed away.

2. CONFIRMATION OF THE MINUTES (18th June 2007)

Moved Linda Smith

That the Minutes of the State Council Meeting held on 18 June 2007 be approved.

Seconded Jess Hull

Carried

3. BUSINESS ARISING FROM THE MINUTES

Items not ready for Council requiring additional development

3.1 Club Voting Rights - legal advice

3.2 Procedure for recession

3.3 Cross Country Fall Report

3.4 Showjumping Rules

3.5 Horse Trials Rules

3.6 Martingales in Flat ride to CIP (MZ)

3.7 Safety Guidelines for PCAV Instructors to CIP (CZ)

4. TREASURER'S REPORT

4.1 Annual Financial Accounts as at 30 June 2007.

Moved Steve Bragg

The income and expenditure statement, balance sheet, statement of change in equity, statement of cash flows and related notes for the year ended 30 June 2007, as distributed, be approved

Seconded Anthea

Carried

4.2 Accounts Sign-off
Moved Neil Clinton
The President and Treasurer be authorized to sign the Statement by Members of the Committee, for the year ended 30 June 2007, and
There are reasonable grounds to believe that the Association will be able to pay its debts as and when they become due and payable.
Seconded Tony Curwen **Carried**

5. MEMBERSHIP REPORT

Membership numbers show 6479 to August 2007. This is 431 lower than the previous year.

A working group will be formed to indentify key strategies. Zones and clubs will have input through zone representatives to the next State Council Meeting. The working group will meet from November to February and discuss news, market research, target marketing including boys, etc and the office will undertake member exit surveys. Clubs or zones can send in direct submissions for the meeting.

6. PRESIDENT'S REPORT

The President gave an overview of the new office in Mackie Rd, Mulgrave which was positive. We have extended lease at Brighton to end November.

Nationals was very successful and the riders enjoyed the experience. Congratulations to the riders and officials for the manner in which we approached the Nationals. Thanks to Queensland for hosting and we look forward to Homebush, Sydney in July 2009. Riders should be encourage to give presentations in the zones about the Nationals.

The Interpacific and IMG were very successful and our two riders, Amy Holland and Billie Pearson were outstanding.

The Dressage DVD and C Manual were produced and the product is excellent. Many thanks to Clare Lewin and the SMZ for their input and assistance in this excellent resource.

The President and Executive Officer gave an update on the Equine Flu. The no movement has been extended to Friday 5pm on 31 August 2007. The EO is in contact with the Minister of Agriculture, Joe Helper. Clubs will be informed on Thursday of the status of events and rallies for the weeks ahead.

Commentary – the following motion was valid for Tuesday 28 August and was applied to 3rd September. The advice and circumstances changed at that time and a new agreement with DPI was struck.

Moved Kaye Blanchard
The PCAV has cancelled all pony club activities - everything!!! including mounted and unmounted rallies and competitions indefinitely.
Member combinations that reside in Victoria who are members of a Member Club affiliated with PCAV whose rally grounds are outside the State of Victoria may be granted temporary membership of an alternate Victorian Club.
Seconded Tony Curwen **Carried**
This motion covers clubs, riders and horses who reside in Victoria.

Clubs, riders, and horses who reside outside Victoria are not applied to this motion as they are under other state Primary Industries Departments.

The PCAV Executive will review the PCAV position weekly using industry advice and after consultation with the Minister. The information will be updated regularly.
The EO to undertake a media release to clubs.

Moved Neil Clinton

That if a club rally falls during this PCAV sanctioned cancellation period, every rider be granted ONE mounted rally attendance automatically. This rally cannot be used for grading purposes.

Seconded Vicki Kneebone

Carried

7. COACHING DIRECTOR'S REPORT

The dressage DVD's have been purchased by 60 clubs so far and the C Manual is finished. The D and D* Manual writing is well underway.

8. EXECUTIVE OFFICER'S REPORT

9. SUB-COMMITTEE REPORTS

9.1 Pony Club Australia

9.2 PCAV Executive

9.3 Equestrian Federation of Australia -Victoria

9.4 Chief Instructors Panel

9.5 State Games, Flat Teams and Musical Ride Sub-committee

The sub-committee has reviewed the venue usage and layout and will make improvements in 2008.

The sub-committee acknowledged the contribution of Stephen Bragg to the games movement and thanked him for his assistance over the years.

9.6 National Mounted Games Sub-committee

Toowoomba Nationals was very successful for games.

Booklet prepared for State Championships. Senior / Intermediate/ Junior EO to do a feasibility study for the trailer and what requirements there are for additional equipment etc.

9.7 State Dressage and Showjumping Championships (2008 NZ - Swan Hill)

Booklet prepared and all looks good.

9.8 State Horse Trials Championships (2008 NMZ - Yeringberg)

Starting to build the course and all going well.

9.9 Inter-Zone Teams Horse Trials

Planning for next year underway. Keep cross country on Saturday as it worked well. We were unable to get an alternate date from Werribee.

9.10 Publications Sub-committee

9.11 Rules Sub-committee

9.12 Polocrosse Sub-Committee

9.13 History Sub-Committee

Letter to clubs. Sections for clubs and zones to submit history items. Displays in the new office.

10. ITEMS FOR CONSIDERATION AND DECISION

Administration

10.1 State Event Advisor

The State Council referred this matter for club and zone discussion from the June State Council Meeting.

Moved Neil Clinton

That the State Council appoint a State Event Advisor for each State Level Event from 2008. Appointments will be made at the November State Council Meeting.

Seconded Anthea Sutherland

Carried

10.2 Dressage DVD

Released to the field and we have some very positive feedback. A couple of clubs had trouble with a disk but once they swapped DVD players it worked fine.

10.3 C Certificate Kit Proposal

We are endeavouring to build the resources available to riders and parents and to educate the large volume of participants by supplying easier access to the written resources.

The C Certificate Manual is complete. We also have C worksheets. In an effort to have the valuable resources get to every member participating in certificates, we propose to have candidates register at the PCAV and we will send them the C Certificate Kit. Riders will add the certificate material from D upwards to build the library. The fee is \$20 and covers the C Manual, worksheets, progress card, test notes. The zone is sent a certificate and disk for the registered rider at the same time.

The same will happen for D Certificate in 2007-2008.

Moved Kaye Blanchard

That the C Certificate Kit be approved and candidates incur a fee of \$20 for C Certificate Kit from 1 January 2008.

Seconded Jess Hull

Carried

10.4 Award of Merits

Certificates and badges distributed to zone representatives.

10.5 Staffing Update

Moved Tony Curwen

That the PCAV employs a full-time employee for administration.

Seconded Jess Hull

Carried

10.6 State Coaching Director's Salary

Moved Neil Clinton

That the State Coaching Director's salary be increased as discussed. The term of the contract is from 1 March 2008 - 28 Feb 2011 with annual reviews in line with staff reviews.

Seconded Fiona Matheson

Carried

- 10.7 History Project
 Moved Kammy Cordner Hunt
 That the history letter be sent to clubs.
 Seconded Anthea Sutherland **Carried**
- 10.8 Alexandra Horse and Pony Club
 Moved Linda Smith
 The State Council approved the transfer of Alexandra Horse and Pony Club back to North East Zone.
 Seconded Kammy Cordner Hunt **Carried**

Events

- 10.9 State Level Events Assistance
 The draft championship booklets were produced for Showjumping and Dressage and the Prince Philip and Senior Games Championships. These two booklets were well received by the State Council and we will continue with this booklet preparation for the State Horse Trials and Interzone Teams Horse Trials.
- 10.10 State Showjumping and Dressage Championships Booklet
 Moved Philip Cobbledick
 That the booklet conditions be approved and released to clubs.
 Seconded Fiona Matheson **Carried**
- 10.11 State Flat Teams, Musical Ride and Games Championships
 The following motions were requested by the sub-committee:
- That the WPNEC Event Facility Fee of \$11 per horse be met by PCAV.
 Moved Philip Cobbledick
 That the facility fee be approved by State Council.
 Seconded Nil **Lapsed**
 Lapsed. This means the fee will be built in to the rider entry fee.
- That the games for 2008 be as follows:
 Delete postman's chase and stepping stones
 Add Bottle Race and Ball & Bucket
 Moved Philip Cobbledick
 That the two game changes be approved based on no games change 2007.
 Seconded Norm Glenn **Carried**
- Moved Philip Cobbledick
 That there be one judge for the Musical Ride for 2008
 Seconded Nil **Lapsed**
- Moved Jess Hull
 For the State Championships in 2008, there shall be two judges in separate cars with separate score sheets (opposite the entry and at the 20m mark on either longside) 5metres from the arena and the scores to be aggregated.
 Seconded Kammy Cordner Hunt **Carried**

That the previous set date be changed to 14-15 June 2008. The Executive Officer informed Council of confirmation of WPNEC for this date.

Moved Philip Cobbledick

The date for the championships be 14-15 June 2008 at WPNEC.

Seconded Tony Curwen

Carried

10.12 State Interzone Teams Horse Trials

Date remains as 10-11 May 2008 as WPNEC cannot accommodate a suitable alternate date.

10.13 Polocrosse State Champs Format

Moved Steve Bragg

If there are insufficient teams of six, we will modify the format to stage this event.

Seconded Philip Cobbledick

Carried

10.14 2007 PPG and Senior Games State Championships

Moved Steve Bragg

That the format as presented in the booklet be approved and circulated to clubs.

Seconded Norm Glenn

Carried

10.15 Pony Club Australia National Championships 2011

The next National Championships are in Sydney in July 2009.

Moved Anthea Sutherland

That we offer to Pony Club Australia November Meeting for PCAV to host the 2011 National Championships.

Seconded Tony Curwen

Carried

Compliance

10.16 Sub-committee Budgets

Moved Norm Glenn

That a budget be supplied by all sub-committees for the November State Council Meeting.

Seconded Jess Hull

Carried

10.16 First Aid Grants

Moved Anthea Sutherland

That the State Council provides a subsidy of \$100 per person for first aid. This is available for one person from each zone and each club and is payable upon the application form being completed with proof of successfully completing the course.

Seconded Steve Bragg

Carried

Grants

10.17 SRV Grants

SRV confirmed a grant of \$40,000 for 2007-2008.

This covers State Council Training. State Training Clinics at Wannon, Ringwood, Charlton, Barwon Zones. Rider clinics and disability awareness in Southern Metro Zone.

10.18 Vichealth

Vichealth have given PCAV a development grant of \$15,000 per annum for two years. The conditions of the grant will be negotiated in November at the two day workshop.

10.19 ASC Project Connect

Funding received by RDAA and the PCAV is actively negotiating release of funds to compensate our services provided under the grant.

10.20 Training Modules

Dates for 2007-2008 are:

Wannon postponed due to Equine Flu and held prior to 30 June 2008

Midland / Northern November 2007

North Metro 29 March 2008

Barwon Zone 24 or 25 May 2008

Standardised certificates for participation

Property

10.21 Moving Date

The PCAV will be moving offices from Brighton to Mulgrave in the last week of November. PCAV is paying rent of \$2500 per month until 30 November 2007.

10.22 "Irving House" Property Budget

Moved Vicki Kneebone

The Executive Sub-committee is working with the Executive Officer to prepare a budget for the property move in November. The proposed works including painting, office layout, heating/cooling, doors, cabling. We will also take the opportunity to upgrade phones, photocopier, computers.

Seconded Steve Bragg

Carried

10.23 PCAV Executive

PCAV President Jan Faulkner

PCAV Vice President Kammy Cordner-Hunt
Neil Clinton
John Barlee
Norm Glenn

Election for Vice President Noted

10.24 Zone Representative

Barwon Phillip Cobbedick

Central Leonie Lang

East Gippsland Stephen Bragg

Midland Kaye Blanchard

North East Lyn Stevens

Northern Vacant

North Metro Linda Smith

South Metro	Tony Curwen
Wannon	Anthea Sutherland
West Gippsland	Vicki Kneebone

Noted

Moved Philip Cobbledick
Awaiting Northern Zone AGM on 7 September 2007.
Executive Officer to write to NZ regarding Zone Representative vacancy informing them of their responsibilities for the zone representative. That if NZ does not appoint a Zone Rep at the AGM, no club in NZ can run any events but can run rallies.

Seconded Neil Clinton **Carried**

10.25 Zone Chief Instructors

Moved Tony Curwen

That The Following People Be Ratified As Zone Chief Instructors For 2007-2008

Barwon	Maxene Argento
Central	Wendy Abey
East Gippsland	Vacant
Midland	Ken Croser
North East	Liz Harrison
Northern	Vacant
North Metro	Michelle Campbell
South Metro	Wendy Myers
Wannon	Anthea Sutherland
West Gippsland	Oriel Gardner

Seconded Linda Smith **Carried**

10.26 DCI's

Moved Kammy Cordner Hunt

North East - Lorraine Crowhen, Todd Crawshaw

North Metro - Rachael Edwards, Gill Gascoigne, Christine Townsend, Kate Wilson

Seconded Neil Clinton **Carried**

10.28 State Games Sub-Committee

Moved Linda Smith

Chairman Philip Cobbledick 2007 - 2008

Daniel Morris 2007 - 2010

Glen Drake 2007 - 2010

Ian Wardell 2007 - 2010

1 casual vacancy

Seconded Steve Bragg **Carried**

10.29 Interzone Teams Horse Trials

Linda Smith

10.30 State Polocrosse Sub-Committee

Nil

10.31 State NMG Sub-Committee
Chairman Steve Bragg (to November meeting)
Susan Leitch, Albert Pol, Rosemary Cruise, Andrea Davis, Frank Scarce, Tim
Ling, Chris Dyson
Coach - Marilyn Healey

10.32 History Sub-Committee
Kammy Cordner Hunt

10.33 State Rules Sub-Committee

10.34 State Publications Sub-Committee

Finance

10.35 Nil to report

Rules

10.36 Logo Uniformity
Handbook for publications and gear rules for uniforms apply.

11. GENERAL BUSINESS

11.1 Linda Smith reported on the Horse Industry Council - Vic. The cost is \$350 per annum.
Moved Philip Cobbledick
That we joining the Victorian Horse Industry Council with Linda Smith our representative.
Seconded Neil Clinton **Carried**

11.2 Banners for State Events.
Moved Kammy Cordner Hunt
Executive Officer will follow up and purchase.
Seconded Linda Smith **Carried**

11.3 Tony Curwen raised the Inter-schools events and the insurance implications. A pony club may run an inter-school event but it must be legitimately run by a pony club under our normal conditions and not just a naming rights scenario.

11.4 State Council stated what a pleasure is has been to work with Fiona, Jess, Norm.

12. CLOSE MEETING 5.00pm

13. NEXT MEETING

Executive Tuesday 30 October 2007 at 10am (Brighton)

State Council Tuesday 13 November 2007 at 10am (Venue TBA)