

Pony Club Association of Victoria Inc

73-75 Mackie Rd, Mulgrave. Vic. 3170
ABN 64 320 020 091 Inc Number A0013413S

PCAV STATE COUNCIL MINUTES

Meeting held at 73-75 Mackie Rd, Mulgrave
on Tuesday 12th February 2008 at 10.00am

MEETING OPEN

1. PRESENT / APOLOGIES

Present: (Chair) President - Jan Faulkner, Vice President - Kammy Corder-Hunt, Treasurer - Janice Ray, BZ - Philip Cobbletick, CZ - Leonie Lang, EGZ - Stephen Bragg, MZ - Kaye Blanchard, NMZ - Linda Smith, NZ - Bronwyn Glenn, NEZ - Lyn Stevens, SMZ - Tony Curwen, WZ - Anthea Sutherland, WGZ - Vicki Kneebone. EO - James Fitzpatrick, SCD - Clare Lewin
Apologies: Vice President - Neil Clinton

2. CONFIRMATION OF THE MINUTES (13th November 2007)

Moved Stephen Bragg

That the Minutes of the State Council Meeting held on 13 November 2007 be approved.

Seconded Linda Smith

Carried

3. BUSINESS ARISING FROM THE MINUTES

Items not ready for Council requiring additional development

3.1 Club Voting Rights - legal advice

The Executive Officer to circulate draft rule to Zone Representatives and table to April Meeting

3.2 Cross Country Fall Report

3.4 Showjumping Rules

3.5 Horse Trials Rules

3.6 Safety Guidelines for PCAV Instructors to CIP (CZ)

4. ITEMS FOR CONSIDERATION AND DECISION

Administration

4.1 Budget 2008-2009

The Treasurer, Janice Ray, presented the budget for 2008-2009.

The budget showing a deficit of \$3,964 is based upon 7220 members with a membership fee of \$66 per rider.

The insurance is based on \$20 per rider for the membership projection.

Moved Philip Cobbletick

That the 2008-2009 Budget be approved with a staffing allocation including on-costs of \$235,000.

Seconded Anthea Sutherland

Carried

Moved Janice Ray

That the membership fee for Junior and Associate Riders be \$66.

That the membership fee for Adult Supporters and Service Providers be \$0.

That the membership fee for clubs to be affiliated with PCAV be \$6 per club.

Pro-rata for 1 February 2009 to 30 June will be \$40. (change to Bylaws)

Seconded Kammy Corder-Hunt

Carried

Moved Janice Ray

That the annual fees be set by State Council in February each year (change to Bylaws)

Seconded Anthea Sutherland

Carried

Moved Janice Ray

That the PCAV write a letter to PCA stating our concern with insurance premium calculation methods which should be based on actual membership numbers.

Seconded Anthea Sutherland

Carried

4.2 2008-2011 Business Plan

The Executive Officer circulated a draft Business Plan outlining the key projects and desired outcomes for 2008-2011.

Moved Vicki Kneebone

That the 2008-2011 Business Plan be discussed by zone representatives and provide feedback to James within 4 weeks.

That the State Council review the plan until the April Meeting whereby the plan will be amended and prioritised.

Seconded Stephen Bragg

Carried

4.3 Staffing Levels

Moved Philip Cobbledick

That the implementation of the August 07 decision of the State Council to employ a new full-time employee be deferred until the future resource requirements are finalised based on the Business Plan discussions in April 08.

Seconded Janice Ray

Carried

4.4 Equine Influenza Update

The last reported case of Equine Influenza was on 22 December 2007 in Queensland. Australia is undergoing the relevant testing to regain our EI Free status.

The DPI has released new scaled back Biosecurity Guidelines effective 1 March 2008.

We will continue to track horse usage at rallies using the sign-in procedure for horse details and horse travel to and from events in to the future and this should be included on all event entry forms.

A Contingency plan is only required from 1 March 2008 for events with over 100 participants.

Horses may travel from NSW to Victoria and vice-versa using the relevant paperwork. Members need to register each way with each of DPI NSW and Victoria. For conditions, go to www.dpi.nsw.gov.au or www.dpi.vic.gov.au.

The current Horse Event and Waiver Declaration on entry forms must continue and a proposal to move the clause to the Membership Form will be discussed at the State Council Meeting in April.

All clubs may organise rallies.

4.5 State Event Advisors

The State Event Advisors for 2009 be deferred to the April Meeting.

Nomination form to be circulated to Zone Representatives.

4.6 Approval of NMG Squads

Moved Linda Smith

That the squads as presented be approved:

DEVELOPMENT SQUAD

Alice	Greig	Donvale
Brittany	Holub	Williamstown
Emily	Crowe	Macarthur
Emily	Lavery	St. Andrews
Emma	Hedt	Donvale
Kimberley	Buchanan	Hallam Valley
Penny	Johnson	Cannibal Creek
Rachael	Kraemer	Monash
Victoria	Gibbens	Little River

JUNIOR SQUAD

Aiden	Somers	St. Andrews
Alister	Ling	Yarrambat
Gill	Massey	Moe
James	Thomas	Dingley
Jasmine	Shields	Riddells Creek
Kate	Ross	Lilydale PC
Lachlan	Somers	St. Andrews
Lauren	Breakwell	Cockatoo & Dist
Matthew	Kirby	Riddells Creek
Patrick	Dyson	Dingley
Rebecca	Ross	Lilydale PC
Robert	Bull	Warragul

SENIOR SQUAD

Andrew	Rodaughan	Kilmore
Derk	Pol	Warragul
Erin	Ball	North Eastern
Jessica	Thomas	Dingley
Kirsten	Krogh	Warragul
Lachlan	Mc Donald Kerr	Riddells Creek
Mathew	Slade	Riddells Creek
Melissa	Ball	St. Andrews
Paul	Guthrie	Cobram & Dist
Rachael	Cocks	Ballan
Ryan	Davis	Macclesfield
Scott	Cruise	Pakenham Upper

Seconded Bronwyn Glenn

Carried

- 4.7 Zone Passwords for myclub/mywebsite
That each zone has at least one nominated myclub password holder who must load zone events to the calendar and assist clubs with mywebsite queries.
James will investigate zone/club training sessions through Bellvue IT and zones should seek club interest at their next meeting.

- 4.8 Final Call for Calendar of Events
The Executive Officer is preparing a 2008 Statewide Calendar of Competitions and each Zone Representative has been given a draft.
Zone Representatives should check the accuracy of the data against zone calendars and confirm the Qualifying Events.

Moved Linda Smith

That the Executive Officer print and circulate a 2008 Calendar of Competitions to each club and zone (240 copies – club secretaries, zone secretaries, zone representative, zone chief instructors).

Seconded Lyn Stevens

Carried

Events

- 4.9 2008 State Polocrosse Championships
Moved Philip Cobbledick
That the teams for the State Polocrosse Championship in October be 3 riders.
That the sub-committee investigates dates due to a potential clash with the National event.
Seconded Lyn Stevens

Carried

- 4.10 State Interzone Teams Horse Trials
Moved Kammy Cordner Hunt
That the Dressage Tests be
Grade 3C
Grade 4C

Closing date for members to Zone Representatives is 14 April. Zone Representatives to send teams to Janice Ray 7 days thereafter.
Event booklet will for prepared for 2009.
The rotation of duties is circulated.

In conjunction with the Saturday Night dinner, the sub-committee is proposing an A Grade Showjumping competition. An entry form is being developed with nil entry fee.

Seconded Leonie Lang

Carried

- 4.11 Change of Date for the Prince Philip Games State Championships
Deferred to April

Grants

Nil to report

Property

- 4.12 New building Update
The PCAV moved offices in December 2007 to 73-75 Mackie Rd, Mulgrave.
The costs for moving were as follows

Sale of Brighton	\$570,000
Purchase of Mackie Rd	\$460,000
Stamp Duty and costs	\$27,325
Add fixed building upgrade	\$88,822
Total	\$576,147
Deficit on building move	\$6,147
Add movable items	\$75,376
(note: these items will be depreciated over 4-20 years)	
Total	\$81,523

During the move to Mulgrave, the PCAV has upgraded to new computers, photocopier, airconditioning, binder, desks, workstations, phones.

There is no major capital expenditure for the foreseeable future.

The new address is 73-75 Mackie Rd, Mulgrave. Vic. 3170

The new phone number is 03 8685 8925

The fax number is 9561 6727.

Rules

Nil to report

5. TREASURER'S REPORT

- 5.1 Financial Reports as at 31 December 2007.
Moved Janice Ray
That the income and expenditure statement showing a loss of \$25,603 and balance sheet be approved.
Seconded Kammy Cordner-Hunt

Carried

- 5.2 Bunyip Pony Club Account
Moved Vicki Kneebone
Due to extenuating circumstances, that the Bunyip Pony Club be granted a minimum repayment plan of \$300 per month until the debt is paid. That future orders and membership be accompanied

with payment in advance until the debt is settled.
Seconded Kaye Blanchard

Carried

- 5.3 Pony Club Uniform Accounts
Moved Anthea Sutherland
That the Treasurer and one additional member of the Club Executive sign the order forms for uniforms.
Seconded Lyn Stevens

Carried

6. MEMBERSHIP REPORT

Membership numbers show 6616 to December 2007. This is 721 lower than the previous year partly due to Equine Flu.

7. PRESIDENT'S REPORT

The President gave an overview of the previous 3 months with the highlights being the new office fitout in Mackie Rd Mulgrave. Jan thanked the NZ for their organisation of the State Dressage and Showjumping Championships at Elmore in Northern Zone on 30 March 2008. Jan praised the efforts of the PCAV at all levels for their efforts during El.

8. COACHING DIRECTOR'S REPORT

The NCAS Preliminary Coaching accreditation re-write was approved by the PCA and ASC.
C Manuals Kits are being offered for sale nationally and we have sold 713 already.
D Workbook is being proof read. Kammy Cordner Hunt to assist with proof reading. Then D* will be commenced.
A Guide for Jump Judges has been loaded to the internet.

A draft process for the DCI/ZA term has been prepared and will be discussed by the CIP.

Moved Vicki Kneebone

In addition to the current nomination criteria for DCI/ZA's, that a nomination for a DCI or ZA can be made by the Zone Executive.

An accreditation/qualification for DCI/ZA will be introduced in the future.

(Bylaws change)

Seconded Anthea Sutherland

Carried

9. EXECUTIVE OFFICER'S REPORT

A very pleasing time for PCAV with a number of significant projects being implemented. The office move is complete and is fantastic but we have had trouble with quality for the lines in for the new phone system. There are a number of minor items to complete before we celebrate and call the project finished.

The budget and draft Business Plan are complete for 2008-2009.

We are negotiating sponsorship for the next period with Saddleworld and we have some very exciting proposals being drafted with them.

We have assisted over 75 clubs secure government support due to cancelled events (Sept-Dec 2007) during Equine Influenza. Our thanks to the DPI and the Victorian Government for their generous support of club "grass roots" sport in Victoria.

10. SUB-COMMITTEE REPORTS

10.1 Pony Club Australia
Next meeting in April

10.2 PCAV Executive
Minutes supplied

10.3 Equestrian Federation of Australia -Victoria
Tony Curwen was joined as a member of the EFA and nominated as the PCAV delegate. As the meeting is tonight he will report to the next meeting.

10.4 Chief Instructors Panel

- Meeting 23 February 2008.
- 10.5 State Games, Flat Teams and Musical Ride Sub-committee
Moved Philip Cobbletick
That the officials be as follows:
Musical Ride Judges Wendy Myers and Oriel Gardiner
Team of Four Sue Korver
Pairs Liz McComb
Unrehearsed
Spare judge Sam Hardacre
Games judge Chris Morris
Games starter Laurie Cruise
Seconded Stephen Bragg Carried

The sub-committee have asked each zone to appoint 2 lane stewards each that are suitable, experienced and available all day.

- 10.6 National Mounted Games Sub-committee
Moved Philip Cobbletick
That Kammy Corder-Hunt be the Chairman of the National Mounted Games Sub-committee.
Seconded Linda Smith Carried

- 10.7 State Dressage and Showjumping Championships (2008 NZ - Elmore)
The Northern Zone is hosting the 2008 Championships in Elmore on 30 March 2008.

In respect of multiple mounts, the ruling is that a rider may have multiple combinations in showjumping and/or dressage but not both disciplines on one horse. However, the organising committee cannot guarantee a clear draw (draw conflict) due to the nature of the showjumping competition.

For 2009, multiply ride conditions and interstate entries will be discussed at the April State Council Meeting.

Moved Philip Cobbletick
That the PCNSW individual entry request to participate in the PCAV State Dressage and Showjumping Championships be declined
Vicki Kneebone Carried

West Gippsland Zone is to provide a report on 2008 qualifying at the April State Council Meeting.

The Dressage Judges are

Grade 1 Marie Gahan
Sally Morton

Grade 2 Glenda Castles
Janette Borella

Grade 3 Carol Doherty
Linda McLeod

The Showjumping Officials are
Course Builders

PA Ken Felmingham
PB Alf Parsons
PC Trevor Feldtman

Judges

PA Philippa Davison or Niranda March
PB Robert Leishman
PC Dorothy Miles
Emerg Debbie Warne

- 10.8 State Horse Trials Championships (2008 NMZ - Yeringberg)
Planning and CC Course are going well. Booklet and Entry Forms are available.

Technical Advsor for 2009 in Midland Zone is Laurie Cole. Course Builder is Ewan Kellett. Venue near Axedale, Bendigo

- 10.9 Inter-Zone Teams Horse Trials
See Agenda item 4.10

10.10 Publications Sub-committee

10.11 Rules Sub-committee

10.12 Polocrosse Sub-Committee

- 10.13 History Sub-Committee – a new form was sent to 475 DCI's, ZA's, Club/zone/state Life Members.
8 newspapers covered the history story.
Many contacts have been made and these people are willing to assist.
We need more contacts in defunct clubs and information from history on the 1990's.
Information is sought by 31 March 2008 from riders, parents, officials from all decades.
Zone Reps are asked to raise this at the next zone meeting.

11. GENERAL BUSINESS

- 11.1 DCI application Judy Williams (to April State Council Meeting)

- 11.2 Glen Drake sent a very nice thankyou letter for his Distinguished Services Award

- 11.3 Neil Clinton resigned as Vice-President of the PCAV. Through the President, he thanked the State Council for the years of service which was most enjoyable.
The State Council expressed their sincere thanks to Neil for his tireless work over the years.
Neil will continue varied roles at state and zone events and we wish him well for the future.

The President called for nominations for the position of Vice President of PCAV

Kaye Blanchard nominated

Norm Glenn for Vice President

Seconded Leonie Lang Norm declined to accept the nomination

Janice Ray nominated

Philip Cobbledick for Vice President

Seconded Stephen Bragg

Carried

- 11.4 Zones

K Disk endorsements will be investigated by Tony Curwen

June Meeting - State Council photo at 6.30pm.

Official building open will be in 2008 on a date to be advised.

Barooga Pony Club is going in to recess.

Club ground access issues are improving after the re-start.

New membership appears to be positive and will be measured statewide by March.

Officials Update Form

We will collect additional information this year including Public Officer, Club Certificate Co-ordinator, Clubs Events Co-ordinator.

12. CLOSE MEETING 5.10pm

13. NEXT MEETING

Executive Tuesday 25 March 2008 at 10am (Mulgrave)

State Council Tuesday 15 April 2008 at 10am (Mulgrave)