

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 15th April 2008 at 10.00am

MEETING OPEN

1. PRESENT / APOLOGIES

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

2. CONFIRMATION OF THE MINUTES (12th February 2008)

Moved Anthea Sutherland

That the Minutes of the State Council Meeting held on 12 February 2008 be approved.

Seconded Linda Smith

Carried

3. BUSINESS ARISING FROM THE MINUTES

Items not ready for Council requiring additional development

- 3.1 Cross Country Fall Report
SMZ and WZ to submit the any forms for review by the rules committee.
- 3.2 Showjumping Rules
To be addressed by Rules Committee
- 3.3 Horse Trials Rules
To be addressed by Rules Committee
- 3.4 DCI Nomination of Judy Williams
Now confirmed ZA status.
Moved Lyn Stevens
That Judy Williams be endorsed as a DCI
Seconded Kammy Cordner Hunt
- 3.5 Staffing Levels – Strategic Plan written, waiting for grant outcomes
- 3.6 Racing Victoria promotion

Carried

4. ITEMS FOR CONSIDERATION AND DECISION

Administration

4.1 Strategic Plan 2008-2010

The Executive Officer presented the draft Strategic Plan which included a prioritised list of strategies and a commencement/completion date.

The State Council agreed on the direction for the following two years based on the following statement:

The PCAV has many “core tasks” that we do every year and we are going to continue to work on slowly improving these tasks. This will be done with the current staffing resources. Much of the ground work is already done but it is a matter of maintaining the office output whilst introducing new project work.

For our project work, the emphasis will be on “field based” training activities. We will continue to develop useful resources for the current officials to utilize eg C and D Manuals. After the D manual, the next resource project will be a DC Resource Kit including Rally Planning and DC inductions. A showjumping DVD will follow next year.

The main thrust of attention will be on reviewing and restructuring the roles, responsibilities and reporting of CIP, DCI/ZA panels and instructors. We will commence NCAS Preliminary training offered in clubs for instructors and accreditation for assessors and instructors. The State Coaching Director will be directly responsible for NCAS training and assessors training and this strategy will be supported by government grants.

There will be a number of small projects complementing this major initiative such as finishing off the Horse Trials and Showjumping Rules etc.

A secondary role of the Executive Officer will be to research and develop new membership categories based on some overseas riding models and investigation on the inclusion of Day Attendance riders as members. New membership for clubs is one of the fundamental steps in a long-term connection to the riding community and will prove beneficial to the viability of the movement for the next 20 years.

The State Council will receive training and become more strategic. They will overview working projects and reduce the hands-on daily decision-making in zones. There will be more accountability for sub-committees and project workers. The roles of Zone Representatives will be assisted by accrediting other people in the organization to carry out some of the tasks currently undertaken by ZR re course accreditation. A great deal of the State Council's planning time over the coming year will be devoted to training, assessing and accreditation of key positions within our movement.

The financial philosophy is to have a breakeven budget and to direct as much funding as possible to training and training resources whilst maintaining existing spending patterns.

Moved Philip Cobbledick

That the 2008-2010 Strategic Plan be approved and a resource planner including finance be produced for the June State Council Meeting. The focus approved by State Council is to keep the office at its current staffing level and performance and allocate funds and effort to training. The resource allocation planner is to be presented to the June State Council Meeting after the result of the grants submissions.

Seconded Linda Smith

Carried

4.2 Club Voting Rights

Moved Vicki Kneebone

That the discussion notes on club voting be sent to the solicitor for a draft to be developed.

Seconded Bronwyn Glenn

Carried

Stephen Bragg voted against.

4.3 State Event Advisors

Moved Stephen Bragg

That the expressions of interest for the positions of State Event Advisor's for 2009 State Level Events close on the 26 August 2008.

A State Event Advisor may co-opt assistants with the prior approval of State Council.

That a State Level Advisors register be developed for State Council approval.

Seconded John Barlee

Carried

4.4 Ratification of Printing Orders

Moved Anthea Sutherland

That the State Council ratifies the Executive Sub-committee action to order 2000 Horsemastership for the Australian Rider (Miss Kay) and 5000 C Manuals.

Seconded Linda Smith

Carried

4.5 Rules Sub-committee

The President will discuss the Rules Sub-committee roles with Neil Clinton regarding transition and report back to State Council. (Neil resigned from State Council in February 2008)

(Existing members Kammy Corder-Hunt, Linda Smith, Tony Curwen, Stephen Bragg, Vicki Kneebone)

Events

- 4.7 NMG International Rider
Moved Linda Smith
That Alister Ling (Yarrambat PC) be ratified for selection in the NMG Australian Team to ride in the International Mounted Games Championships in Western Australia 11-28 July 2008.
Seconded Kammy Cordner Hunt Carried
- 4.7 State Level Judges
Moved Linda Smith
That the Executive Officer draft a set of guidelines for the approval of a bank of judges for State Level Events.
Seconded Stephen Bragg Carried
- 4.8 WGZ State Showjumping and Dressage Championship Qualifier Report
Vicki Kneebone tabled a report on the method of qualification and selection used by West Gippsland Zone for 2008 State Showjumping and Dressage Championships. This pilot program was approved by the state council in 2007.

Moved Philip Cobble Dick
That the State Council will accept nominations from Zones at the June Meeting for application to run series of events as qualifiers for State Showjumping and Dressage Championships. The current "one day" qualifying option will continue to be available as an option for zones.
West Gippsland Zone will forward draft paperwork to the office.
Seconded Stephen Bragg Carried

The Rules Sub-committee was directed to review the substitution rule to say that preference be given to combinations in Grade 1, A Grade who have attended the qualification day, and if none available, another eligible combination may be substituted with the permission of the zone rep. A draft By-law to be presented to State Council when drafted.
- 4.9 Format and scoring for State Showjumping and Dressage Championships
Kaye Blanchard to assist scorers at next years event CZ
No other presentations other than State Council approved "awards" may be made at State Level Events. (include in Event Booklets)
- 4.10 Multiple Rides at 2009 State Showjumping and Dressage Championships
Moved Kaye Blanchard
That eligible qualified combinations may compete in one or both showjumping and/or dressage competitions on multiple mounts where there is insufficient entries to make up a team. A team must have a minimum of 3 individual riders. One combination may not compete in both disciplines. (include in Event Booklets)
Seconded Anthea Sutherland Carried

Grants

Submissions to Vichealth and Sport and Recreation Victoria were lodged and successful applicants will be informed in May 2008.
A report will be table to the next State Council Meeting in June.

5. TREASURER'S REPORT

- 5.1 Financial Reports as at 29 February 2008.
Moved Stephen Bragg
That the income and expenditure statement showing a deficit of \$14,142 and balance sheet be approved.
Seconded Leonie Lang Carried

6. MEMBERSHIP REPORT

Membership numbers show 7164 to March 2008. This is 611 lower than the previous year partly due to

Equine Flu.

7. PRESIDENT'S REPORT

The President gave a report on recent State Training Clinic at Wandin which was excellent. State Showjumping and Dressage Championships were held at Elmore was very successful based on the short lead time due to venue and date changes caused by Equine Influenza. The President thanked Northern Zone for their efforts.

The next Pony Club Australia meeting is in Launceston with main topics being NCAS, horse registration, levies, AHIC.

Jan attended Ballarat PC 50th celebrations which were terrific.

8. COACHING DIRECTOR'S REPORT

Moved Linda Smith

That the CIP request for a State CIP/DCI/ZA uniform be approved.

Seconded Anthea Sutherland

Carried

The NCAS Preliminary Coaching Manual is being proofed for the printers.

C Manuals Kits are at the printers.

D Workbook is being proof read.

Workplan for NCAS Preliminary assessor training being finalised.

9. EXECUTIVE OFFICER'S REPORT

There have been many highlights since the February meeting. The building signage, honour boards and lighting finalised. The grant submissions were time consuming but will hopefully provide the necessary funds for field based training. The State Training Clinic at Wandin NMZ was really positive and we have a number of suggestions to make the next one even better.

10. SUB-COMMITTEE REPORTS

10.1 Pony Club Australia

Next meeting in April

Sports Connect Meeting – National Advisory Committee report.

10.2 PCAV Executive

Minutes supplied

10.3 Equestrian Federation of Australia -Victoria

10.4 Chief Instructors Panel

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

Moved Stephen Bragg

That the President/EO to inspect the grounds at the event including setup on Friday and Sat afternoon.

Seconded Deirdre Davey

Venue options are being explored for 2009 and options will be tabled to June State Council Meeting.

10.6 National Mounted Games Sub-committee

Zones may request a NMG Clinic. Dates each year are limited.

10.7 State Dressage and Showjumping Championships (2008 NZ – Elmore, 2009 CZ - Werribee)

Need Team Manager on entry form.

10.8 State Horse Trials Championships (2008 NMZ – Yeringberg, 2009 MZ – Fosterville TBA)

Yerringberg - Entries are looking good, TA report great.

10.9 Inter-Zone Teams Horse Trials

Zone list for officials co-ordinators needs more work by Zone Reps.

A Grade showjumping riders will be invited to an exhibition event indoors on Saturday Night.

10.11 Rules Sub-committee

10.12 Polocrosse Sub-Committee

10.13 History Sub-Committee

Surveys gone out, interviews of life members and DCI's,

Moved Kammy Cordner Hunt

That the State Council ratifies the date for the submissions for the History Competition be extended to 30 June 2008. Check website.

Seconded Anthea Sutherland

Carried

11. GENERAL BUSINESS

- 11.1 Distinguish Services Award and Award of Merit Nominations are due at June State Council Meeting
- 11.2 2008 AGM Venue – Mulgrave meeting, office opening at 4pm, Mulgrave Country Club dinner and AGM, Central Zone for 2009
- 11.3 Note: That all zones be aware that Gear Rule 10.13 states that a rider for showjumping and dressage may wear one of the following : back number, bridle number or saddle cloth number.
- 11.4 Fiona Matheson sent a thankyou letter for her State Life Membership.
- 11.5 The PCAV State Council had previously given an exemption on the riding component of the C Certificate for State Level Events in early 2008 due to Equine Influenza. At the time, the ruling was : As much of the preparation for a certificate can be done un mounted, it was agreed that all certificate work such as written papers and horse care will be held in credit until such time as PCAV commences a normal rally program.
Now that we have resumed normal activities, riders who have completed the written papers and horse care sections have until the 16 June 2008 to complete the riding component of the certificate. Riders after that date must have successfully completed all components of the C Certificate to attend State Level Events.
- 11.6 All State Level Events Entry forms must go to Zone Sec and Zone Rep.
- 11.7 A heat policy and evacuation procedures are to be designed as a template for clubs – see Exec Minutes
- 11.8 It is with sad news that the State Council learned that Heather Crabbe (BZ) passed away. Our deepest sympathy is extended to the Crabbe family.

12. CLOSE MEETING 5.10pm

13. NEXT MEETING

- Executive **Tuesday 27 May 2008 at 10am (Mulgrave)**
- Training **Sunday Night Dinner at 7pm**
- State Council **Monday 16 June 2008 at 9am - 3pm (Monte Villa Motor Inn)**