

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

Irving House, 73-75 Mackie Rd, Mulgrave 3170

Tuesday 9th November 2010 10.00am

MEETING OPEN

The President welcomed Catherine Farrell and Darrelyn Boucher the new Councilors for NEZ and WGZ to their first Council meeting and presented them with their Councilor badges.

1. PRESENT / APOLOGIES

Present: (Chair) President - Jan Faulkner, Vice President – Vicki Kneebone , Vice President – Philip Cobbletick, BZ – Deirdre Davey, CZ – Leonie Lang, EGZ - Stephen Bragg, MZ - Kaye Blanchard, NEZ – Catherine Farrell , NMZ - Linda Smith, NZ – Bronwyn Glenn, SMZ Sue Muirhead, WGZ – Darrelyn Boucher, WZ – Julie Houlihan delegate, EO - Clare Lewin

Apologies – Pam Davey Treasurer, Anthea Sutherland WZ

2. CONFIRMATION OF THE MINUTES 23rd August 2010

Moved: Steve Bragg

That the Minutes of the State Council Meeting held on 23rd August 2010 be approved.

Seconded: Linda Smith

Carried

3. BUSINESS ARISING FROM THE MINUTES

Items not ready for Council

- 3.1 Review of reimbursement of Coaches (NMG and other State personnel)
- 3.2 Advertising Policy and MAD Magazine (Pam Davey & Linda Smith)
It is planned to produce an inaugural Christmas issue of a prototype magazine to go to member families. It will have a colour cover and include a competition to name the new magazine
- 3.3 Membership Year payments to May 15th – Bylaw amendment (at Rules Committee)

Items requiring additional developments and discussion

- 3.4 Protection of PCAV intellectual property (Pam Davey & Linda Smith)
General discussion took place and it was agreed that the EO would liaise with Catherine Farrell to seek further advice on the options available
- 3.5 Investigate the possibility of creating new membership categories (Rules Committee)
EO is in consultation with AON in relation to the Insurance implications. Various categories were discussed.
- 3.6 Breakaway Cups are available at a cost of at approximately \$34.00 per from the following;
John Wilsher www.johnwilsher.com
Southern Sport Horses www.southernsporthorses.com.au
Jump Wings www.jumpwings.com.au
John Wilsher and Southern Jump Wings will both be at Equitana.

4. ITEMS FOR CONSIDERATION AND DECISION

Strategic Plan Review

- 4.1 The EO presented a draft of the 2009 – 2011 for review and discussion

Moved: Vicki Kneebone

That the 2009-2011 Draft strategic plan titled One goal – Multiple Training Strategies Plan State be

endorsed.
Seconded: Sue Muirhead

Carried

Administration

4.2 Office report

a) Employment of Diana Hewson to accounts

Moved: Bronwyn Glenn

Council endorses the employment of Diana Hewson for three days per week to the position of accounts.

Seconded: Kaye Blanchard

b) Grant Submission Sport and Recreation

The EO reported that this Grant finished in June but that there had been an extension of six months which included the compliance of writing the new Code of Conduct. Thanks to Ruth Feltoe for her assistance with the Code of Conduct and its supporting documentation which is now available on the website. Clubs and individuals are encouraged to use these documents if they have any grievance issues.

Grant applications have been submitted in two categories, Organisational Support and Future Directions. The submissions mirrored the Strategic plan with the main focus being on developing Resources such as a DC Kit. There was also a component for regional NCAS assessment and training as well as developing rider squads

This grant cycle is for three years; previously the cycle has been two years. If we are not successful the next opportunity to apply will be three years from now.

c) Progress Report VicHealth.

A fourth progress report has been submitted reporting against the outcomes and milestones.

There is a component in this Grant for NCAS assessment. This finishes in June 2011.

The EO reported that there are currently 60 Clubs booked in for assessment and Kate is working to reduce this to 20 by combining clubs in joint assessment days.

4.3 Date of Annual General Meeting

Moved: Steve Bragg

The wording in the Rules of Incorporation relating to the date of the annual meeting shall be as follows;

11(b) The annual general meeting shall be held on such a day **no later than October 31st**

and at such a time as the Council determines

Seconded: Deirdre Davey

Carried

A Special General Meeting will be required to change the Rules of Incorporation to include this change. Voting papers will be sent out prior to the February Council meeting. It was noted that Council Members need to be a member of a Club and may vote on that club's behalf as directed. They may also bring proxy votes of other clubs in their zone.

4.4 State Level Clinic Calendar

A History of the State Level Clinics is as follows:

State Clinic Rotation

Date	Zone
2007 November	Midland
2008 January	Wannon
2008 March	North Metro
2008 May	Barwon
2008 October	East Gippsland*
2009 March	West Gippsland /EGZ
2009 May	Central
2009 November	North Eastern
2010 May	South Metro
2010 July	Northern
2010 October	Wannon*

- *Clinics cancelled by Zone

2011 Calendar

July 30th – Barwon Zone

October 29th – North Metro Zone

It was noted that this is date the Cup weekend which would preclude many from attending. It was suggested by the CIP that the date be moved to Saturday 5th November

EGZ – date to be advised as the third 5th Saturday falls on the weekend of the Horse Trials Championships

2012

Midland and Wannon Zones, dates to be advised

4.5 PCAV Financial Support for National and International NMG representatives

To allow riders, their families and sub committees to budget and fundraise it was decided to provide a set amount of financial support for riders representing Victoria in National or International competition.

Moved: Philip Cobbledick

That PCAV provide the following support to National Mounted Games Teams when the Pony Club Australia National Championships are held outside Victoria

Competition entry fees plus

\$100.00 per rider and \$250.00 per Coach and \$250.00 per Chaperone

Seconded: Deirdre Davey

Carried

Moved: Philip Cobbledick

That PCAV provide the following support to the Victorian International Mounted Games representative

\$1000.00 per rider when the Event is held outside Victoria. When the event is held in Victoria application may be made for funding support.

Seconded: Bronwyn Glenn

Carried

4.6 PCAV Financial support for Inter Pacific Exchange Rally representatives

Moved: Philip Cobbledick

That PCAV provide \$1000.00 support to each Inter Pacific rider selected to represent Victoria.

Seconded: Steve Bragg

Carried

4.7 PCAV Rider squads

Rider squads have been included in the Strategic plan and Grant submission as an incentive to riders.

These will provide an opportunity for coaching with top level coaches which will enhance rider development.

These squads may be part funded by the Grants but there will be a user pay component.

Moved: Vicki Kneebone

That Expressions of Interest to participate in PCAV squads for the three Olympic Disciplines be called for with training days to begin early in the New Year.

Seconded: Steve Bragg

Carried

4.8 Inter Pacific Interviews

Three candidates Amanda Archer – Hamilton PC, Paul Guthrie – Cobram PC and Hannah Ramage – Benalla PC were interviewed by the Executive Committee. All three presented themselves extremely well and all were very worthy candidates. The selection committee had a very difficult time choosing the successful rider.

Moved: Vicki Kneebone
That Amanda Archer be endorsed as the Inter Pacific Representative for 2011 with Hannah Ramage as reserve.
Seconded: Linda Smith **Carried**

4.9 Club Voting rights

It was noted that PCAV cannot impose these rules on clubs as they are separately incorporated bodies. However, the issue of who could and who could not vote at meetings continues to cause problems so it was suggested that the following wording could be incorporated in the PCAV Model Rules and Clubs could be encouraged to adopt them.
All clubs should review their club constitutions to ensure they have a clear, concise voting rule for General Meetings, Annual and Special General Meetings.

Moved: Philip Cobbledick

That the following wording be placed in the PCAV Model Rules.
A club with less than 5 riding members must have 5 adults as per incorporation. Voting may be exercised

Voting categories must be defined

<u>Member category</u>	<u>Voting right</u>
Associate Riding Members	Voting
Junior Riding Members	Exercised by parent/legal guardian (as adult supporter of rider)– 1 vote per family (excluding Associates Riding Member)
Service Provider	Non-voting
Adult Supporter (non rider)	Non-voting

This will be a potential club clause which may be adopted by clubs.

“To be an Adult Supporter you must be a financial member of a club.

For riders under 17, a club “voting adult supporter” of the rider shall be based upon one vote per financial riding member’s family to be exercised by the nominated Adult Member.

The Associate Riding Member exercises their own vote.

Any person may be eligible to be an Adult Supporters but this membership category is not the basis for a Voting Category. Any Adult Supporter may be elected to a committee.”

Seconded: Deirdre Davey

Carried

4.10 Fall of Rider at Games and Flat Teams and NMG events

It was recommended that the following clause be added to Bylaw 24.1 under “For all competitions.....using the following scale of severity”

Moved: Philip Cobbledick

For Games, Flat Teams and Musical ride teams competitions should a rider fall, remount and complete the game or continue in the ride they must be checked by the medical personnel responsible for the event and have a fall release form signed before taking further part in the competition.

Seconded: Sue Muirhead

Carried

4.11 Multiple Rides at Flat Teams and Musical Ride

Eligible combinations may compete in all or any of the flat competitions (flat teams and/or musical ride) and/or the Kay Irving memorial games in the same year.

4.12 Paddling at Water Jumps

Recommendation from the Rules Committee

It is too difficult to write a rule that prevents this activity from occurring that would cover all alternatives. Options to Event organizers are;

- Flag fences in such a way that paddling is discouraged
- Have experienced judges and a steward to make sure those riders that “paddle” do not have priority over the rider going straight through.
- Breaches of safety should be penalized by the rules of the competition.

Events

4.13 2011 Nationals Update

Subcommittee co-ordinators have been working on their areas and a meeting will be held shortly

Rules

4.14 Rule clarifications to be noted for 2011.

- Impulse Spurs
- Unauthorized assistance Show jumping
- Distinguished Service Award
- Fall of rider Bylaw 24 in relation to Games, Flat Teams and Musical Ride
- Codes of Conduct
- Separating equality of scores at Zone games
- DCI/ZA tenure
- Grade 5 Cross Country – base height spread

Moved: Sue Muirhead

That the rule changes be made available on web site as a separate page for insertion into current rule books. All changes to be include in rule books printed from Jan 1 2011 and Article advertising changes in next MAD magazine

Seconded: Steve Bragg

Carried

Correspondence received

4.15 North East Notifying of ratification of new Zone Representative Catherine Farrell

4.16 East Gippsland Zone re photo images of children request

It was suggested that this would be too difficult to follow through and that photographers need to be made aware of the requirements surrounding acquiring images of children. Another option for events would be to include the question as a tick box on the entry form.

Reports

5. Treasurer's Report

5.1 Financial reports

A reminder of current policy

- Accounts will only be paid on presentation of a tax invoice
- Invoices must be presented in the financial year to which they apply
- All reimbursements must be claimed in the quarter of financial year to which they apply.

We are heading into the part of the year where income diminishes so need to be mindful of budget requirements. At the moment we are tracking to budget

Moved: Steve Bragg

The Treasurer's report be accepted

Seconded: Bronwyn Glenn

Carried

6. Membership Report

- 6.1 Currently there are 5942 members which is 447 less than the same time last year
Noted that Templestowe and Donvale Pony Clubs have merged

7. President's Report

See MAD magazine for a full length report

8. Coaching Director's Report

8.1 NCAS Update

The roll out through clubs is still progressing well. The major part of the funding for this project concluded in June and we are working to combine clubs and reduce the visits already scheduled in 2011 by one third

9. Sub – Committee Reports

9.1 Pony Club Australia

The next meeting will be on November 12-14.

9.2 PCAV Executive - see Minutes

9.3 Equestrian Victoria

EV has a New Constitution which means PCAV no longer has a seat on the Committee as a Constituent member

9.4 Chief Instructors' panel

Kerrie Currie from NEZ endorsed as a DCI

It was noted that there has been no change to the recommended fee for riders to sit their Efficiency tests for at least 5 years. Zones were finding it hard to cover costs of sending Examiners.

Moved: Kaye Blanchard

That the following changes to rider Efficiency Certificate Examination fees take place effective 1st January 2011

C – \$20.00

C* & K - \$25.00

B - \$30.00

A & H - \$50.00

Seconded: Leonie Lang

Carried

9.5 State Games, Flat Teams & Musical Ride Sub Committee

The Budget for 2011 and program was presented for ratification

Moved: Philip Cobbledick

That the Budget for the 2011 State Games, Musical Ride and Flat Teams showing a \$100.00 surplus be approved.

Seconded: Deirdre Davey

Carried

It was noted that the program booklet as submitted was missing a page. The correct version will be sent with the minutes and loaded to the website

9.6 National Mounted Games Sub Committee

Vicki Kneebone gave a report on the meeting held November 3rd. The Treasurer and EO also attended the meeting and outlined the requirements to submit an annual budget and invoices in the quarter of the financial year to which they apply.

The selectors will call for Expressions of Interest for riders to attend the National Selection Trial for IMG exchange.

Dates were set for the Skills Clinic which will take place on the 29th – 30th January 2011 at WPNEC.

It appears that equipment is missing from the PCAV Games Trailer and an inventory is currently being carried out.

9.7 State Dressage and Showjumping Championships – Barwon Zone

Organisation is well under way and the program has been finalised and has been posted on the website.

9.8 State Horse Trials Championships – 2011 Wannon Zone

Organisation is progressing well with extensive work being carried out on the XC which included a new water complex. Merchandise and judges have been organised

9.9 Inter-Zone Teams Horse Trials

No meeting

9.10 Rules Sub-Committee – Minutes attached

9.11 History Sub-Committee

No meeting

9.12 Member Protection Information Officer

The ASC announced MPIO Training for one person from each sport with a short lead in time. Pam Davey will attend the first course and further training will be undertaken as courses are available.

10. General Business

- The question was raised about the method that Werribee Pony Club uses for Gear Check at its ODE. Leonie Lang will talk WPC to address the issue.
- It was reiterated that PCAV does not organise or have any input into the classes at the Summer Royal. The Show is run by the Royal Agricultural Society. It was their decision to run all classes using PCAV Dressage grading. This may work for the riding classes but is probably not as suitable for the handler classes
- BZ questioned the process of organising Zone uniforms and when the riders wore them. WGZ have had a uniform for many years which riders wear at State Events when representing the Zone. NMZ have a casual uniform consisting of a rugby top as well.

11. Meeting dates 2011

It was noted that there needed to be a more even distribution of meetings over the year as there is almost three months between the AGM and the final meeting of the year so there has been a minor change to meeting dates for 2011

Executive	Council
Wednesday February 2 nd	Tuesday February 15 th
Wednesday April 6 th	Tuesday April 19 th
Wednesday July 6 th	Tuesday July 19 th
Wednesday September 7 th	Sunday September 18 th AGM
	Monday September 19 th Council
National Championships Sept 26 – Oct 1	National Championships Sept 26 – Oct 1
Wednesday November 9 th	Tuesday November 22 nd

12. Close Meeting – 15.45

Next Meeting Tuesday February 15th 2011