

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

Ballcourt Hotel, 60 Macedon St, Sunbury. Vic. 3429

Monday 23rd August 2010 9.00am

MEETING OPEN

1. PRESENT / APOLOGIES

Present: (Chair) President - Jan Faulkner, Vice President – Vicki Kneebone , Vice President – Philip Cobbledick, Treasurer – Pam Davey, BZ – Deirdre Davey, CZ – Leonie Lang, EGZ - Stephen Bragg, MZ - Kaye Blanchard, NEZ – Kammy Cordner-Hunt (delegate) , NMZ - Linda Smith, NZ – Bronwyn Glenn, SMZ Sue Muirhead, WGZ – No delegate, WZ - Anthea Sutherland, SCD - Clare Lewin

Apologies – Darrelyn Boucher WGZ

2. CONFIRMATION OF THE MINUTES (29th June 2010)

Moved: Steve Bragg

That the Minutes of the State Council Meeting held on 13th April 2010 be approved.

Seconded: Deirdre Davey

Carried

3. BUSINESS ARISING FROM THE MINUTES

Items not ready for Council

- 3.1 Club Voting Rights (at Rules Sub-committee)
- 3.2 Multiple Rides at Flat Teams and Musical Ride (at Games Sub-committee)
- 3.3 Review of reimbursement of Coaches (NMG and other State personnel)
- 3.4 Fall of rider at State Games – at Rules Committee
- 3.5 Membership Year payments to May 15th – Bylaw amendment (at Rules Committee)
- 3.6 Paddling at water jumps – letter BZ (at Rules Committee)
- 3.7 Advertising Policy and MAD magazine (Pam Davey & Linda Smith)
Pam Davey reported on the proposal being developed.

Moved: Kaye Blanchard

That that pam Davey and Linda Smith develop the concepts further and come back to Council with more concrete costing and a plan for producing the Magazine

Seconded: Steve Bragg

Carried

Items requiring additional developments and discussion

- 3.8 Scoring for Teams at State Showjumping and Dressage Championships
Clare to work with Kaye to make sure the wording in the schedule reflects the method of scoring for teams. It must reflect that Teams may consist of 3-4 riders with the best three scores to count. In order to be eligible for a team placing at least three members of the Team must complete the scheduled classes without elimination.
- 3.9 Facebook and other Internet Social Networks. A Statement has been prepared that will be included with the next MAD Magazine which outlines what sort of postings may constitute a breach of the Code of Conduct and also the dangers of posting too much personal information on these sites.
Jan Faulkner has developed a draft 12 month agreement for Issie Hill and Adrian Dowell who are the current PCAV Facebook arbitors.
- 3.10 Showjumping break away cups – Vicki Kneebone
Vicki reported that the average price of break away safety cups is \$120/pair. These can only be

used with key hole wings. An average of five pairs would be required per course as they are only needed on back rails of spreads. They should be used for A and B grade jumping and at State Championships. It was strongly recommended that Zones source them for their events and that there be a phasing in process.

Moved Vicki Kneebone

Break away cups must be used for all sections of the PCAV Showjumping and Horse Trials Championships on back rails of spreads from 2011

Seconded Kammy Cordner Hunt

Carried

4. ITEMS FOR CONSIDERATION AND DECISION

Strategic Plan Review

- 4.1 State Council was given a copy of the current strategic plan to review before the next meeting when it will be prioritized and updated

Administration

4.2 Office report

Memberships are still being processed daily, a new alarm key pad has been installed, computer system is being upgraded and cleaners have been engaged.

All the staff are to be commended for their contribution and hard work over the last three months which are the busiest of the year.

Barbara Cichowicz has resigned to go overseas and her position will be advertised. The new position statement will be expanded to include general office duties as well as book keeping functions

4.3 Interpacific Interviews

Applications close with PCAV on October 1st Interviews are to be conducted prior to the November Council meeting by Pam Davey, Jan Faulkner and Clare Lewin

4.4 Subcommittee nominations and appointments

Public Officer

Moved: Phillip Cobbledick

That The Treasurer Pam Davey be appointed as Public Officer

Seconded: Kaye Blanchard

Carried

State Games and Flat Teams Committee

Moved: Phillip Cobbledick

That Deirdre Davey, Robyn Coutts, Daniel Morris and Daryl Karp be endorsed as the State Games and Flat Teams Committee

Seconded: Steve Bragg

Carried

Moved: Anthea Sutherland

That Phillip Cobbledick be nominated as the Council representative to the State Games and Flat Teams Committee

Seconded: Deirdre Davey

Carried

Inter zone Teams Horse Trials

Moved: Phillip Cobbledick

That Peter Favalaro, Leonie Lang, Val Armstrong, Wayne Cuthbert, Aimee Cuthbert and Linda Smith comprise the Committee for the Inter zone Teams Horse

Seconded: Vicki Kneebone

It was noted that the IZTHT and the State Games and Flat Teams were very close together and both required a heavy workload so it was recommended that people did not sit on both committees

Carried

Moved: Linda Smith

That Leonie Lang be the Council representative

Seconded: Deirdre Davey

Carried

National Mounted Games

Moved: Kammy Cordner Hunt

That Iain Ross, Rosemary Cruise, Andrea Davis, Chris Dyson, Albert Pol, Marilyn Healey, Susan Leitch, and Barry Pearson comprise the National Mounted Games Committee. The nominations for Coaches and chaperones of Scott Cruise, Richard Glenn, Tim Ling and Frank Scarce would have Positions on the committee with non voting rights

Seconded: Linda Smith

Carried

Moved: Phillip Cobbledick

That Vicki Kneebone be the Council nomination to the National Mounted Games Committee

Seconded: Kammy Cordner Hunt

Carried

Moved: Anthea Sutherland

That Kammy Cordner Hunt be nominated for the History Committee

Seconded: Kaye Blanchard

Carried

Executive Committee

Moved: Linda Smith

That the PCAV Office Bearers of The President, 2 Vice Presidents and the Treasurer to be the Executive Sub Committee

Seconded: Kaye Blanchard

Carried

Rules Committee

Moved: Bronwyn Glenn

That Sue Muirhead, Anthea Sutherland, Vicki Kneebone, Linda Smith, Steve Bragg comprise the Rule Committee.

Seconded: Pam Davey

Leonie Lang and Jan Faulkner have offered to proof read documents

Events

- 4.5 2011 Nationals Update
Subcommittee coordinators have been working on their areas and a meeting will be held shortly
- 4.6 Appointment for Technical Delegates
Dressage and Showjumping Championships 2011 – Vicki Kneebone
Horse Trials Championships 2011 - Neil Clinton
Games and Flat Teams Championships 2011 – Steve Bragg
Inter Zone Teams Horse Trials 2011 - TBA
Prince Phillip Games Challenge 2010 – Phillip Cobbledick

Rules Committee

- 4.7 No meeting

Correspondence received

- 4.8 Games and Flat Teams Committee notifying of Games for 2011
It was pointed out that only one game is changed per year as this does not cause clubs to expend a great deal of money making new equipment with which to practice. The committee has a rotation process for the games that enables games requiring similar skills to be rotated through the program.

Moved: Phillip Cobbledick

That Stepping Stones replace Tent pegging for 2011

Seconded: Leonie Lang

Carried

- 4.9 Wannan Zone - Coleraine Pony Club requesting a change to the distance and number of obstacles in the current short course event rules.
Recommended that this letter be forwarded to the Rules Committee for consideration

- 4.10 NMZ - use of PCAV intellectual property by other organisations

Moved: Linda Smith

That PCAV gets some advice on investigating how to protect its intellectual property

Seconded: Pam Davey

Carried

Moved: Anthea Sutherland

That a sub committee of Linda Smith and Pam Davey investigate the options regarding protection of PCAV intellectual property and come back to the next meeting with recommendations

Seconded: Vicki Kneebone

Carried

Reports

5. Treasurer's Report

- 5.1 Financial reports

The Treasurer gave a summary of a new method of reporting the financials currently being instigated. This move has been undertaken with the approval of the auditor. The accounts will be divided into four sections with separate entries and spreadsheets for each. This will enable a much clearer understanding of the financial position at any given time and will allow event organisers to produce realistic meaningful budgets.

The Auditor has also recommended that the date for the AGM be moved to later in the year to allow the financials to be prepared in a timely manner. Currently the Constitution states that the AGM must take place before end of August which puts everybody on an extremely tight schedule.

Moved: Pam Davey

That the Constitution be amended to state that the date of the AGM be no later than the 30th of November each year

Seconded: Steve Bragg

Carried

Note - this motion will have to be taken to a Special General meeting in order to change the Constitution. A SGM will be organised in conjunction with the next State Council meeting

6. Membership Report

6.1 See Annual report

7. President's Report

See MAD magazine for a full length report – in brief

- Kinglake PC held a BBQ at their new clubhouse as a thank you to those who had helped re establish the grounds.
- Zone Teams Horse Trials was a great success, congratulations to the committee

8. Coaching Director's Report

8.1 NCAS Update

The roll out through clubs is still progressing well but we will be moving to a user pay system in the near future as the funding cycle has almost finished

8.2 Pony Club Australia Conference

This was held on the weekend of August 14 & 15 at Holiday Inn Melbourne Airport. Mentor training was conducted by the PCA AIS Sports Consultant and was very well received. The weekend gave State level assessors a chance to meet and discuss progress and issues relating to NCAS assessment.

8.3 State Training Clinics

80 plus people attended the clinic hosted by Northern Zone at Swan Hill Jockey Club. The grants allowing these clinics to be fully subsidised has been utilised but PCAV will continue to partially fund the training with participants being asked to contribute \$15.00 towards the day. There were a few hiccups relating to equipment available and it was felt this could have been overcome with a coordinator appointed for the day

9. Sub – Committee Reports

9.1 Pony Club Australia

The next meeting will be in November. A Secretary's meeting will be held annually with the November meeting

International trips – PCA will follow Cricket Australia guidelines as far as notifying Government bodies and organisation is concerned.

The MOU between EA and PCA as per the ASC requirement is being addressed again via the new EA Executive Officer.

An Operational plan for PCA is being developed.

PCAV will monitor opportunities for international exchanges for its riders via other equestrian disciplines. They will develop a policy to monitor the selection process and criteria to send these riders away.

9.2 PCAV Executive

The current staffing of the office was discussed at length and it was resolved that the roles of Executive Officer and Coaching Director be consolidated to create one position.

Moved: Steve Bragg

That Clare Lewin be employed as Executive Officer and Coaching Director for the period of her remaining employment contract, which is due to expire on 31st. December 2012. This position will be subject to review 6 months prior to this date.

Seconded: Linda Smith

Carried

As the current bookkeeper has resigned the position will be advertised and the new position statement will be expanded to include general office duties as well as book keeping functions.

Moved: Linda Smith

That the Executive Sub Committee be given the mandate to interview the applicants for the Bookkeeper/office position.

Seconded: Steve Bragg

Carried

9.3 Equestrian Victoria

- Code of Conduct development in line with National Policy
- Day insurance for training only in future.
- EADRA discussion continues but the levy will be on horse feed, wormer and shoes
- New CEO at EA is very pro active and is assisting in IT system upgrade to encompass entries, draws, recording volunteers etc.
- Strategic Plan - to be simplified. & aims and sections only. Released on website 28.8.2010.
- EV News published 1st. September
- RASV – joint measuring system agreement with EV
- Landers & Rogers – Solicitors – new employee contracts being drawn up, incorporating new awards . This firm specialises in Sporting organisation work
- A new category suggest – Associate member, no vote, receive minutes and EV News.
- Membership numbers as of 22 July - best in years
- WPNEC is unable to charge caravans for power (as it is not a registered caravan park) but duty of care and OH& S require that all safety precautions are taken and costs for powered sites will increase to cover this.
- New grading system on hold for time being.

I congratulated the WPEC for the cleaning of the toilets and showers so thoroughly over the Inter zones Teams Horse Trials weekend.

9.4 Chief Instructors' panel – no meeting

9.5 State Games, Flat Teams & Musical Ride Sub Committee

A request came from the 2009 musical ride judges for consideration suggesting that instead of the musical ride being judged by two judges who judge the entire ride that one judge judges the technical and one judges the artistic.

Moved: Vicki Kneebone

That the current system of judging the musical remains in place

Seconded: Deirdre Davey

Carried

Steve Bragg suggested another letter go to Zones seeking people interested in judging the musical ride

Upgrading the facilities equipment at Bacchus Marsh will be written into the budget for the event.

9.6 National Mounted Games Sub Committee

The Venue for the Prince Philip Challenge will be Dingley Pony Club on Sunday October 10th – schedule on the PCAV Website.

9.7 State Dressage and Showjumping Championships – Barwon Zone

The program has been put together by Judy Beasley and needs to be finalised by PCAV Office Dressage tests Grade1 F & G, Grade 2 E & F Grade 3 D & E

Show Jumping

Class 1 Table A (Art 238.1)

Class 2 Two phase (Art 274.5.2)

Class 3 Competition over two rounds, first round not against clock (Art 273.2.1, 3.3, 4.3)

(Special conditions for scoring)

Vicki Kneebone as TD has made her preliminary inspection. Dressage on sand, a very good venue plenty of warm up and great facility for riders and spectators

9.8 State Horse Trials Championships – 2011 Wannon Zone

Organisation is progressing well.

9.9 Inter-Zone Teams Horse Trials

Minutes & financials supplied. The event was very well received by all and the organising committee are to be congratulated. The change of date meant there was a full contingent of entries allowing the event to record a small surplus.

The date and venue will stay the same for next year. Volunteers list will be sent electronically and via post and will include options to select a job.

Riders are to be reminded that if they arrive before 4PM on the day(s) before the event they will be charged a facility fee (by WPNEC) of \$15 per horse for that day on top of their entry fee

9.10 Rules Sub-Committee –no meeting

9.11 History Sub-Committee

10. General Business

- Steve Bragg reported that EGZ wishes to develop its own membership retention system. Wish to grade riders at zone clinics. Some of these riders have several horses that they need to have graded and qualified. The general consensus was that this defeats the club based aspect of Pony Club.
- Deirdre Davey raised a question on the definition of “enclosed lungeing area” in the current Bylaws It was decided to leave definition as it is
- Kaye Blanchard thanked the Council for her Life Membership award
- Jan Faulkner will be approaching PCA to recompense PCAV for work done on behalf of PCA by Clare Lewin
- Jan Faulkner will be on holiday for 5 weeks and Philip Cobbledick will be acting President during that time

11. Close Meeting – 15.45

12. Next Meeting

20 October Executive

9 November State Council Meeting