

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. Vic. 3170
on Tuesday 29th June 2010 at 10.00am

MEETING OPENED 10AM

1. PRESENT / APOLOGIES

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

Apologies: Robyn Coutts, Leonie Lang, Sue Hollins

Observer: Darrelyn Boucher WGZ Zone Rep designate

The President welcomed Darrelyn Boucher and John Barlee
Councillors were informed and sympathy was expressed on the passing of Edie Thomas a former State Councillor, Distinguished Service Award holder and Life Member of Central Zone and Tullamarine Pony Club , Judy Fraser a DCI of Barwon Zone and Ted Corry brother of Frances Corry

2. CONFIRMATION OF THE MINUTES (13th April 2010)

Moved: Linda Smith

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

Seconded: Anthea Sutherland

Carried

3. BUSINESS ARISING FROM THE MINUTES

Items not ready for Council requiring additional development

- 3.1 Club Voting Rights (at Rules Sub-committee)
- 3.2 Multiple rides at Flat and Musical (at State Games Sub-committee)
- 3.3 Review of the re-imbusement of Coaches (NMG and other state personnel)
- 3.4 Scoring for Teams at State Showjumping and Dressage Championships – eliminated riders
- 3.5 Advertising policy and MAD Magazine
- 3.6 Showjumping safety cups – Vicki Kneebone

4. RESIGNATION OF EXECUTIVE OFFICER

Moved: Steve Bragg

That the resignation of the Executive Officer be accepted

Seconded: Bronwyn Glenn

Carried

5. ITEMS FOR CONSIDERATION AND DECISION

Administration

5.1 Award of Merit Nominations

Moved: Philip Cobbledick

That the Award of Merit nominations as submitted by Zones be approved – names with held

Seconded: Linda Smith

Carried

5.2 Distinguished Services Award

Moved: Steve Bragg

That the Distinguished Services Award nominations as discussed be approved – names with held

Seconded: John Barlee

Carried

It was suggested that the current wording in the Bylaws be addressed by the Rules Committee as it is ambiguous in relation to service given at Zone and State

Office Report

5.3 Staffing

To help alleviate the current reduction in staff hours Vicki Jans and Kate Wilson have been working extra hours and it was agreed that this arrangement will continue on a permanent basis.

Moved: Kaye Blanchard

As of July 1st 2010 Vicki Jans be offered an extra day per week and have her pay increased to reflect the extra responsibilities being undertaken.

Seconded: Linda Smith

Carried

Moved Kaye Blanchard

As of July 1st Kate Wilson be offered an extra day per week

Seconded Linda Smith

Carried

Office cleaning

Moved: John Barlee

That KVC Cleaning Services be engaged to clean the PCAV Office on a fortnightly basis and that the windows be cleaned 3-4 times per year by a private contractor

Seconded: Bronwyn Glenn

Carried

A front door has been installed along with new keys. The Executive Sub Committee recommended that only State Sub Committees have access to the office for meetings after hours. An upgrade of the current security system and also the computers has been allowed for in the Budget for 2010 – 2011.

5.4 EADRA National Discussions

Stephen Coffey has been representing PCA at various meetings and forums. PCAV is against compulsory vaccination but will support signing of the EADRA agreement for a zero levy which will only be implemented if there is a disease outbreak.

At the moment they are looking at different ways of collecting the levy to cover the equestrian industry and there may be a variety of options.

5.5 DCI/ZA Training Day Saturday 17 July – venue

Due to the excellent response so far the venue will be Drummies Bridge Reserve, High Street Rd, Glen Waverley from 10AM-3.30PM

5.6 State Council Meeting Dates

4 August	Executive meeting	Mulgrave
22 August	AGM/Conference	Central Zone Ballcourt Hotel Sunbury
23 August	State Council Meeting	Sunbury
20 October	Executive	Mulgrave
9 November	State Council Meeting	Mulgrave

5.7 Leave Policy for all PCAV Staff

Moved: Pam Davey

That the PCAV Leave policy as presented by accepted and adopted for the next twelve months

Seconded: Philip Cobbledick

Carried

This will be reviewed as required with any Government changes

5.8 Audit letter of Engagement

Pam Davey is meeting with Auditors on July 7th to investigate the possibility of simplifying the chart of accounts and reporting processes within the organisation.

Letter of engagement to be signed by Treasurer and President

5.9 Dalmore Pony Club

Vicki Kneebone reported on the progress of the newly formed Dalmore Pony Club. Those responsible have fulfilled all the processes required to form a club and she has attended their first activity which was well run. As many of the members have transferred from an existing club and the new office bearers have many years experience in pony club it was recommended that they be granted probationary rather than pre probationary membership status.

Moved: Vicki Kneebone

That Dalmore Pony Club be granted probationary membership of PCAV.

Seconded: Phillip Cobbledick

Carried

5.10 Howlong Pony Club

Howlong is previous PCAV member club that wishes to transfer from NSW to PCAV.

Moved: Lyn Stevens

That Howlong Pony Club be granted member status of PCAV

Seconded: Linda Smith

Carried

5.11 Dennington Pony Club

Anthea Sutherland tabled a letter informing the Council that Dennington Pony Club wish to re affiliate with PCAV

Moved: Anthea Sutherland

That Dennington Pony Club be accepted for re affiliation

Seconded: Kammy Cordner Hunt

Carried

5.12 Bushfire Fund

The offer of \$150.00 per rider to a nominated feed store has been well received with several letters of thanks for PCAV ongoing support in the bushfire recovery process.

Events

5.13 PCA National Championships Update

To be hosted by PCAV at Werribee Park National Equestrian Centre from 26 September to 1 October 2011

- The committee has held its first meeting and provisional planning is underway
- North Eastern Zone is to be congratulated on their sponsorship initiative for they plan to place a levy of \$1.00 on entries at events in their zone. This could generate \$1000 which will be gratefully received and acknowledged by the Organising Committee
- Rider selection - there is a section in the Latest News on the Web site giving riders some information on selection for the event and performance forms to complete for each discipline. Riders must use these forms so that selectors have the correct information.

5.14 2010/11 State Training Clinics

The following dates have been approved:

31 July 2010	NZ	Swan Hill Jockey Club
30 Oct 2010	WZ	Cancelled due to a zone clash with RAS event
30 April 2011	-	Cancelled due to State Horse Trials Championships
30 July 2011	BZ	TBA
29 Oct 2011	NMZ	Wandin Park

5.15 Technical Advisor's report State Games and Flat Teams – Steve Bragg

Moved: Phillip Cobbledick

That the Technical Advisor's report be accepted

Seconded: Linda Smith

Carried

It was suggested that the current fall of rider rule be reviewed in relation to this event, this will go forward to the rules subcommittee

5.16 Annual Conference hosted by Central Zone

Moved: Phillip Cobbledick

That Ballcourt Hotel, 60 Macedon St, Sunbury be the venue for the 2010 State Conference.

The cost will be \$35.00 per head for lunch and afternoon tea, which includes the hire of the room.

PCAV will subsidise this cost to \$15.00 and the cost to participants will be \$20.00
Seconded: Kammy Cordner Hunt

Carried

5.17 Equitana 2010

PCAV has been invited to provide some entertainment at Equitana. However, unfortunately the only space available is in the out door arena with a time frame of one hour on a week day and it was considered too difficult and a little unfair to ask riders and parents to attend for such a short time frame. It is anticipated that negotiations for future involvement will take place earlier. It was also noted that a cost of an Exhibitor stall was very expensive and we would have to rely on many volunteers to assist over the four days of the Event.

Pony Clubs have been sent discounted ticketing information for the event and are encouraged to attend.

Moved: Phillip Cobbledick

PCAV does not become involved in Equitana in 2010

Seconded: Pam Davey

Carried

Rules

- 5.18 No meeting, however several item have been referred to the Sub Committee for a ruling recommendation and decision at the next Council meeting

6. TREASURER'S REPORT

6.1 Financial Reports

Pam Davey presented her report she is meeting with the auditor to look at simplifying the chart of accounts and reporting mechanisms.

Moved: Pam Davey

That the Profit and Loss as at 29th April 2010 be approved.

Seconded: Linda Smith

Carried

6.2 Budget and projections for 2010-2011

A verbal report for the 2009 – 2010 financial year indicate a projected loss of \$25,000
Initial budget forecast for 2010-2011 show a surplus.

Budget considerations for the coming year will include new computers, security system upgrade, grievance training and continued NCAS rollout

To alleviate the workload in the office at the end of the financial year a suggested change to the Membership year from 1st July – 30th June to 1st August - 31st July to was discussed

Moved: Pam Davey

That the membership year remain July 1st – June 30th with the payment date being moved forward to May 15th

Seconded: Kaye Blanchard

Carried

NB the necessary changes will need to be made to the Bylaws for 2011 and Clubs will be given early written notification

The possibility of selling advertising in MAD Magazine was discussed and it was agreed that Pam Davey and Linda Smith work together on a process and pricing for the advertising.

Moved: Pam Davey

That the Treasurer's report be accepted

Seconded: Linda Smith

Carried

6.3 Zone Instructional Grants

Moved: Steve Bragg

That the funding request from East Gippsland Zone for \$740 to subsidize an Eventing Clinic for riders and coaches be made available

Seconded: Nil

Motion Lapsed

This application came to the Office very shortly after the last Council meeting where a budgetary decision was made to withdraw the Zone Instructional Grants.

6.4 PCAV Shop Postage

The shop order form has been updated with the \$10 postage and handling fee included.

These new fees will be in place as of July 1 2010 to coincide with implementation of the increase in postage costs from Australia Post

6.5 EFTPOS

PCAV has EFT Pos facilities and will be on line in the new financial year. Clubs are encouraged to make use of this facility by obtaining a debit/credit card for their account.

7. MEMBERSHIP REPORT

The memberships received to 28/06/2010

Associate Members 515

Junior Members 4172

Total 4687 Member renewals processed

We have 203 Clubs including Dalmore and Howlong which are new. There are 9 clubs who have not put in a return as yet and Vicki has been in touch with most of them

8. PRESIDENT'S REPORT

See July MAD Magazine

9. COACHING DIRECTOR'S REPORT

State Level Workshop hosted by SMZ at Merricks Pony Clubs May 29th

The workshop was very successful with good participation, venue and demonstration riders. Congratulations to SMZ and Merricks Pony Club for their hosting of the day.

114 Registered with 92 attendees representing 20 clubs.

14 people attended from Heywood and Portland Pony Clubs and 11 participants joined us from Rideability Victoria

State Level workshop hosted by NZ at Swan Hill Jockey Club July 31st

This will be the first State level workshop when participants are required to pay a nominal fee to help subsidise the event. A more compact program is being offered to allow maximum participation from smaller than anticipated numbers

PCA Conference August 14th & 15th

Planning is well under way. Ten selected participants from the PCAV State level Assessors' panel will attend for ongoing training.

10. FUNDING REPORT

10.1 Vicsport Bushfire relief Fund Submission up date

The Victorian Bushfire Reconstruction & Recovery Authority – VBRRRA - is now working with community groups in the distribution of funds collected. Some of the applications put forward from sporting groups were not considered as they were due to personal loss and did not contribute to community recovery. PCAV may be asked to support two projects that have been granted funding through the fund. One is for an equestrian centre at Kinglake and another for a public access cross

country course at Yarra Glen

10.2 State Sporting Association Support Grants – Variation to Funding Agreement

Sport and Recreation Victoria has provided a six month extension to the 2008-2010 SSASG which will mean we have a further \$22,500 until December 2010. \$10,000 is to be used to roll out the Victorian Code of Conduct for Community Sport and the remaining \$12,500 for Future Directions which relates to Inclusive Pony Club and incorporates the NCAS rollout.

There was also an initiative called T1000 aimed at recruiting coaches at grass roots. An allocation of \$60.00 per coach was allowed this has been applied to 70 new NCAS Coaches in 2010/11 as part of the NCAS rollout

10.3 Vichealth work plan meeting, this meeting helped ensure that we completed the requirements of our year 4 work plan successfully.

11. SUB-COMMITTEE REPORTS

11.1 Pony Club Australia

The PCA Annual General meeting was held in Sydney in May 2010. The Financial, Coaching and Office reports were presented and accepted. Greg Bailey (SA) was elected President and Jan Faulkner (Vic) was elected Vice President for the coming year. Judy Pitt (Tas) was appointed Secretary and Stephen Coffey Treasurer.

Items arising from the PCA General meeting included an update of the Strategic Operational Plan, more work required on the proposed MOU between PCA and EA, support for signing the EADRA agreement with \$0 levy and any levy collection to be broad based and commercially collected. Further work is being done with like minded groups within the horse industry. PCA is not in favour of joining the AHIC. Other items included website development, 2011 National Championships progress report, procedure for acceptance of invitations to compete at International events and selection of competitors. There was much discussion regarding Prince Philip and national Mounted Games, including uniforms, saddle blankets, insurance for horses, overseas competitions, selection camp costs, funding for coaches and chaperones.

There is a notice of motion from PCA NSW for the November meeting agenda.

“That in the years that the National Olympic Discipline Championships are conducted, riders participating in the Mounted Games Championships be required to bring their own horses”

QLD also raised the issue of horse welfare at NMG events

Shay Smith Inter Pacific representative will go to Japan this month to take her place in the Exchange that was cancelled last year due to Swine Flu

Patrick Dyson will be going to the UK with the International Mounted Games in July

11.2 PCAV Executive

Minutes supplied

11.3 Equestrian Victoria No Meeting

11.4 Chief Instructor's Panel – meeting July 7th

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

Bacchus Marsh Pony Club is to be congratulated on their hosting of a very successful weekend.

The venue and catering was very well received by competitors and parents alike. BMPC will be putting any surplus from the event back into the venue.

Sub Committee running the event is to be congratulated as well

11.6 National Mounted Games Sub-committee

Meeting held on 28th June, Clare Lewin attended to discuss the thoughts from the PCA meeting re changing the format and running of future National Mounted Games. The NMG Sub Committee will be formulating some alternate ideas and suggestions on hosting and running future championships.

Marilyn Healey was also present as coordinator of PCAV 2011 NMG Championships and his

currently working with the committee on their part of the event.

The Prince Philip Games Carnival will be held on October 10th the venue is yet to be chosen.

- 11.7 State Dressage and Showjumping Championships 2011
Barwon Zone will host the event at the Corio Moorabool Pony Club grounds – Elcho Park
- Moved: Linda Smith
That Vicki Kneebone be Technical Advisor for the 2011 Dressage and Showjumping Championships
Seconded: Kammy Cordner Hunt **Carried**
- 11.8 State Horse Trials Championships 2011
To be hosted by Wannon Zone at Heytesbury Pony Club
On site meeting held with XC Course builder, new water jump in place.
Coordinators in place
Moved: Vicki Kneebone
That Neil Clinton be the Technical Advisor for the 2011 State Horse Trials Championships
Seconded: John Barlee **Carried**
- 11.9 Inter-Zone Teams Horse Trials
A new Technical Advisor in Kevin Watson has been appointed
Entries close Monday 28th June and look healthy. A meeting to be held 10th July to finalize the draw
- 11.10 Rules Sub-committee No meeting
11.11 History Sub-Committee Nothing to report

12. GENERAL BUSINESS

- 12.1 That the letter from from Barwon Zone - Paddling of Horses at Water Jumps on Cross Country Safety considerations as young riders endanger themselves.
- A suggestion was made to construct fence in such a way that riders cannot paddle, ie bunting or another option.
- Moved: Phillip Cobbledick
The letter from Barwon Zone be referred to the Rules committee for consideration
Seconded: Deirdre Davey **Carried**
- 12.2 Points system for Dressage Grading – submitted by Midland Zone
- Suggested that this is an issue of correct grading and energy should be put into the correct grading of riders. Investigate a way to support DCs in this matter.
- Moved: Kaye Blanchard
The letter from Midland Zone to be referred to the CIP for discussion
Seconded: Linda Smith **Carried**
- 12.3 Games and Flat Teams entry closing date – submitted by NEZ
- NEZ has suggested that consideration be given to shortening the close of entry to three weeks from the current five. Refer to the Games and Flat subcommittee
- 12.4 Face book
- Moved: Kammy Cordner Hunt
That Issie Hill and Adrian Dowell be appointed to supervise and monitor a face book site on behalf of PCAV for a trial period of twelve months with a written agreement in place
Seconded: Phillip Cobbledick **Carried**

- 12.5 Adult Supporter Classification
See Handbook of Bylaws pg 31 13.8
- 12.6 It was reiterated that Horse Trials is the only discipline that has an age limit for grading which is 8 years. A Combined Training Grading can be given at any age
- 12.7 The Rules Committee be asked to investigate the use of the Day Attendance form at a Rally for a come and try day

13. CLOSE MEETING 4.30 pm

14. NEXT MEETING

Executive	Wednesday 4 th August 2010	Mulgrave	10am
State Council	MONDAY 23rd August 2010	Sunbury	10am