



# Geraldton Combined Equestrian Club

## MEETING AGENDA

**Meeting No:** 13/2024

**Date:** 5 Nov 2024

**Start Time:** 6.30 pm **Location:** Jennine's Place

**Attendees:** Heike, Susan, Lisa, Jennine, Jo, Kerry

**Apologies:** None

	Item	Action	Person Responsible	TIME	Done
1.	<b>WELCOME AND APOLOGIES /ACCEPTANCE OF PREVIOUS MINUTES</b>				
1.1	Oct Minutes 2024	Moved: Jennine moved that minutes be accepted. Seconded: Jo Taylor			
2.	<b>MATTERS ARISING FROM THE MINUTES (ONGOING)</b>				
2.1	<b>Membership</b>	Finalising costs/short term membership/google form/volunteers/helpers Action-to be discussed further at upcoming meeting on the 26 Nov	SS		Nov
2.2	<b>Grass Arena/Ground Maintenance</b>	Continue with discussion after the AGM Action: Susan to email Carol requesting that grounds be mowed but with catcher on mower if possible given that the cuttings make the grounds slippery. Catcher to be requested for mowing in the future.	SS		Nov
2.3	<b>Busy Bee in November</b>	Job List attached-advertising Specifics-what are our priorities Action-Busy Bee postponed until late Jan/February Susan to notify members via email Heike to contact CGG regarding tree lopping	ALL  SS  HW		Feb
2.4	<b>Padlocks on entrance gates Keys</b>	Keys at the moment-look to double padlock with combination key at the end of the year	JT		Dec
2.5	<b>Proposal for Grounds Development (SS)</b>	Action: When grant approved and know more details and after Committee discussion, proposal to be shared with members HW moved that this is actioned LW moved that is seconded	HW		Ongoing
2.6	<b>Sprinklers</b> Some sprinklers need replacing.	JS to investigate other sprinkler options for the dressage arena/Dressage Committee to obtain a quote Sprinkler not working still Action: Susan to contact Peter Nunn regarding fixing the sprinkler	SS		Nov
2.7	<b>Working With Children Check</b> – reminder that WWCC cards must be sighted for judges and coaches.	Committee to keep monitoring members and WWCC EA Accredited Coaches-all have WWCC as requirement of the role.			Ongoing
2.8	<b>Club Polo Competition - Winners</b>	Will be held over until 2025 given the busyness of the year HW moved that this is actioned LW moved that is seconded	SS		2025
2.9	<b>FIRST AID UPDATE</b>	Quotes/Dates Information from EA Possible dates for First Aid Training Action: Organise this for early 2025	SS		2025
2.10	<b>END OF YEAR AWARD UPDATE</b>	Each discipline to drop in trophies to the trophy centre. Action: <ul style="list-style-type: none"> <li>Jennine to buy frames</li> <li>Lisa to liaise with Gemma regarding photos-Lisa to sort</li> <li>Susan to send out another reminder regarding AGM and awards night/already added to website</li> <li>Lisa to update facebook page with awards night</li> </ul>	ALL  SS  LW		Nov

2.1 1	Cash/Bank Accounts	Bank accounts for GCEC now and ongoing Proposal-Heike to open netsaver account. January re look at moving to Bendigo	HW		Jan
2.1 2	AGM Update	Bookings for AGM and windup -Susan to email Ross to hire Woorree Hall then advertise to members. Returning Officer for AGM Action: Susan to contact Graham Still Susan to send out reminder to members regarding the AGM	SS	Oct	
3. CORRESPONDENCE IN/OUT					
EMAIL CORRESPONDENCE INCOMING					
9 Oct	Brook Rafferty CGG-Community Project Support Program Grant Carol Conway-information regarding irrigator repair Kelly Eastough-Midwest Sports Awards Nominations Ross Newman-confirmation of dates for booking Woorree Hall				
10 Oct	CGG-Acknowledgement Email - WR120628 Request for any existing service plans - Geraldton Combined Equestrian Club GCEC - Woorree Park Reserve 35816 - 2 August 2024				
11 Oct	Geraldton Combined Equestrian Club - Site Meeting & Funding Discussion confirmation				
16 Oct	Carol Conway-Irrigator Repairs				
17 Oct	EA Ballot Information Lauren Conway-Vet Certificate				
18 Oct	Meredith Tenger EA-Information regarding SH and Dressage rider ages EA-Ballot information-withdrawal of nominee				
19 Oct	EA Special Meeting				
21 Oct	Email advising of Karen Reynolds not continuing with canteen				
21 Oct	RWWA payment information				
22 Oct	EA Community News				
22 Oct	Lauren Conway-Query regarding payment				
23 Oct	Lucy Lowe-clarification regarding AGM Liz Thomas-minutes request Midwest Financial regarding audit				
24 Oct	Chritine Main-refund				
25 Oct	EA AGM				
28 Oct	Lauren Conway-request for outcome SJ Leta Mitchell-sponsors' lunch reimbursement				
29 Oct	Carol Conway-irrigator and grounds report Joyce Newnham-refund SJ				
31 Oct	Jay Prow-Variety Heart Scholarships Jay Prow-WA Regional Academy Para Sport Program Local Sporting Champions Grant Funding				
3 Nov	Elizabeth Thomas-State BMX Round 2025				
OUTGOING					
10 Oct	Email to EA clarifying ages for all disciplines				
12 Oct	Email to Carly Petersen regarding Show Horse				
22 Oct	Email to Lauren Conway re SJ				
23 Oct	AGM Information to members Email to Lucy Lowe re updated bylaws Email of thanks to Karen Reynolds (canteen) Members Survey Request to members				
28 Oct	Lauren Conway-refund confirmation Joyce Newnham-refund confirmation				
4. TREASURER'S REPORT					
Kerry previously emailed the Xero financial report Payment Approvals <ul style="list-style-type: none"><li>Nid Clinic 2734.57 1<sup>st</sup> Nov</li><li>Embroidery West</li><li>Hayley Smythe reimbursement</li><li>Cleanaway</li><li>OTTWA-request from Christy</li><li>Lisa Wallace reimbursements</li></ul> Susan moved that these be approved. All in favour.					

5.	REPORTS			
	<b>SUBCOMMITTEE REPORTS</b>			
5.1	<b>Dressage Report</b> <ul style="list-style-type: none"> <li>• Discussion/organisation around October Show</li> <li>• Dates for 2025 finalised</li> </ul> <p>Action-Jennine to purchase 20 litres of roundup for Ken O'Malley (reimbursement)  Poles can make indentations on the dressage arena.  Action-poles to be set up on the blue metal arena/grass for clinics so that the surface of the dressage arena is not damaged  Nid Clinics returned a profit for the year of \$4700</p>	JS	Nov	
5.2	<b>Show Jumping Report-</b> Meeting prior to the last show. Was mainly about organising the fun day. Feedback from fun day was very positive and the 6 bar was very popular. Last show made \$250 profit.	JT		
5.3	<b>Show Horse Report</b> - No show horse meeting. Budget update-positive. Profit of \$48 despite HOTY being a costly event to run. Judge Jane Fisher very positive about the grounds and space. Sent in feedback to the club.  <b>From:</b> Jane Fisher <b>Sent:</b> Tuesday, 22 October 2024 9:07 PM <b>To:</b> <a href="mailto:lisaw@node1.com.au">lisaw@node1.com.au</a> <b>Subject:</b> Judging at Geraldton HOTY  Hi Lisa  Just a little note to say thank you so much for the opportunity to judge at the Geraldton Show Horse HOTY on the weekend. It was an amazing event and an absolute credit to you and your committee.  I am extremely jealous of how big your grounds are, allowing for such a generous space for the workouts. Gosh in Perth at many local events or Ag shows we are lucky to have a space half the size of the arena area we had for Sunday's show!  Your junior riders are a beautiful group of competitors, It was so lovely to hear them congratulating each other as they joined the line up after their work outs, giving each other compliments and support; "That was such a good work out", "well done that was really good" - sportsmanship at its best.  Everyone I met during the weekend were so lovely from competitors, helpers, spectators etc. There were some very nice horses and ponies I got to judge with some that I would have loved to have brought home to Perth with me.  I congratulate the competitors for embracing my workouts. I know they were a bit different to what they are used to. I wanted to give them something a bit different for their championship event. I thought the classes really flowed with competitors coming in one at a time and straight into their workout.  There are some super combinations within your club, and given some more time and development will be a winning combination of the future.  Jennine was a fantastic host to stay with and I really do appreciate her having me on Saturday day and night.  I do hope the rider is on the mend who had the fall on the Saturday resulting in needing a hip replacement.  It was so lovely to meet you all over the weekend.  Happy riding 😊  Jane	LW		
5.4	<b>Grounds' Committee Report-Carol Conway</b> I have had a conversation with Hayley Smythe, the Irrigator is back on the grounds and working, her concern is the irrigator is only doing half the grounds in a session of watering. <ol style="list-style-type: none"> <li>1. Hayley has checked timer, and this is set as per normal and not changed.</li> <li>2. The Dog Club watering timer is controlled by the CGG, has this changed and/or have their watering days changed which could be cutting into our watering time?</li> </ol> Hayley has asked me to advise the Committee in regards to this as with the heat coming it's imperative that the grounds get the water it needs, and I wasn't sure what to do and thought it best the Exc Committee contact CGG.	CC		

	Please if someone could check with Hayley also, and the CGG.				
<b>6.</b>	<b>GENERAL BUSINESS</b>				
6.1	<b>Survey Results</b>	<b>Discussion and Outcomes</b> Lots of positives to take away. We will look at these in some more depth at our meeting on Nov meeting (Tuesday 26). Action: Susan to send out email and saying that we will summarise survey results and send out shortly.	SS SS	Nov	
6.2	<b>Strategic Plan Review</b>	Will be reviewed at next meeting on 26 <sup>th</sup> November	ALL	Nov	
6.3	<b>AGM Update</b>	Bylaws and updates-confirmation that all in order on website	SS		Done
6.4	<b>Audit Update/Finances</b>	Auditor is starting the process today. All information is with them. Will be ready prior to the AGM	SS		Done
6.5	<b>Meeting with CGG and Grounds</b>	Discussion regarding a recent meeting with CGG regarding extending our current lease so that the lease encompasses the north end of the ground and makes the shape a little more regular. Attendees-Susan Seaward, Heike Witt, Steph Johnson, Craig Vinci CGG, Jim CGG, Jay Prow CGG, Mark Adams CGG <ul style="list-style-type: none"> <li>Working Party for GCEC vision for the club-Joanne Fabling from MWCC formed group with city/Steph/Joanne/Heike/Susan.</li> <li>Proposal for grounds upgrade sent to Lara Dalton who took to the ministers in Perth at the beginning of the year.</li> <li>Invitation today from the CGG to introduce/present our vision at a council meeting.</li> <li>Discussions around increasing the lease area was positive, but we do need to investigate this further and get more clarity from the CGG and the Woorree Management needs to be involved</li> <li>meeting to be set up with CGG so we know of future scope/costs of extending the lease and also what they are going to assist us with in regard to grounds maintenance-mowing etc.</li> <li>Water usage was discussed and we were told that we need to look at our usage in the future, it's monitored and not sustainable. Need to look at options</li> </ul> Action: Committee representatives need to meet with Lara Dalton and push our plan/City lease meeting	HW/S S	Dec	
6.6	<b>Leta Mitchell Letter</b>	GCEC to respond to Leta regarding Motown award Susan to email Leta the GCEC response	SS	Nov	
6.7	<b>Ground Waterers/Recognition of Volunteers</b>	Acknowledgement for club members going above and beyond... Ken-bottle of scotch Hayley and Sue-bottle of wine/thankyou Action: Susan to buy thankyou cards and alcohol for those Acknowledge at Presentation Evening Action: Susan to do up a running sheet with order of proceedings for MC	SS	Nov	
<b>7.</b>	<b>LATE BUSINESS</b>				
7.1	<b>Midwest Dressage future at grounds</b>	Action-Susan to email-request to meet with Judi/Hayley about the usage of the grounds, their intended future involvement and their equipment storage etc.	JS SS	Nov	
7.2	<b>Canteen</b>	Karen and keys. Action: Lisa to contact Karen regarding the keys to the canteen area.	LW	Nov	
7.3	<b>Emergency Contacts lists at events</b>	Action-emergency contacts for events need to be printed off and given to clinicians Susan to update Event Planner Guide so that this is included in the instructions	JS SS	Nov	
7.4	<b>Fire Extinguishers, De Fib machine, First Aid</b>	Held over until Nov 26 Meeting	JS	Nov	
7.5	<b>Woorree Park Management Committee</b>	Held over until Nov 26 Meeting	JS	Nov	
7.6	<b>Social Media for 2025</b>	What do we want it to look like Factual? Community? Keep one page or go back to 3 discipline pages Held over until Nov 26 Meeting	JS	Nov	
7.7	<b>Social committee for next year</b>	Held over until Nov 26 Meeting	JS	Nov	
7.8	<b>Positive Club culture/Sidelines behaviours</b>	Signage advertising/social media, Newsletters, Dept Sport Rec, liability/leasing	JS	Feb 2025	
<b>8.</b>	<b>CONFIDENTIAL ITEMS</b>				

9.	MEETING CLOSE AND NEXT MEETING DATE			
	Meeting closed at 9.35pm Next Meeting -26 Nov			