



Geraldton Combined Equestrian Club

Meeting Minutes

Meeting No: 2/2025

Date: 19/2/2025

Start Time: 7.00 pm **Location:** Woorree Hall

Attendees: Jo Taylor, Jennine Smith, Susan Seaward, Lucy Lowe, Lisa Wallace, Steph Johnson (start of meeting).

Apologies:

	Item	Action	Who	TIME	Done
1.	WELCOME AND APOLOGIES /ACCEPTANCE OF PREVIOUS MINUTES				
1.1	Jan Minutes 2025	Moved: Jennine moved that minutes be accepted. Seconded: Lisa			
2.	MATTERS ARISING FROM THE MINUTES (ONGOING)				
2.1	Working With Children Check – 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.	SS	Ongoing	
2.2	Proposal for Grounds Development (SS)	Action: When grant approved and know more details and after Committee discussion, proposal to be shared with members Proposal <ul style="list-style-type: none"> email to members re information session on Sunday at the Busy Bee outlining information emailing form with a yes/no to support for building of an arena if yes then organise working party led up by Hayley Smythe ask for expressions of interest to all members/skills set/confidentiality 	HW/SS	Feb	
2.3	Plan for Grass Arena not currently vertiquaked	Proposal-To divide the grass arena into two with fencing down the middle. Some discussion regarding sustainability, council watering restriction communication, sand v grass. Looking towards a Cost Projection Analysis in 2025 Discussion around larger sponsorship next year to assist with funding more work to the grass arena and possibly a round yard. Action: wait to see if what happens with the grant with regard to the grounds and the arena development.	SS JT	Ongoing	
2.4	Meeting with CGG and Grounds	<ul style="list-style-type: none"> Invitation from the CGG to introduce/present our vision at a council meeting. 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 Proposal <ul style="list-style-type: none"> Joanne Fabling to meet with politicians and push our plan if members are supportive of plan Working party formed to apply for grant 	HW/SS	Jan/Feb	
2.5	Survey Results	Discussion and Outcomes To be taken to subcommittees for discussion Show Horse subcommittee just needs to finalise	SS SJ	Feb	
2.6	Midwest Dressage future at grounds	Discussion regarding MWDA using the grounds for several clinics provided they have insurance and run the clinics in line with our processes and pending further discussion/clarification. Proposal-Email sent from MWDA requesting some assistance to run Judy Weber clinics. Club supportive of assisting MWDA provided the clinics are run the same way that the GCEC clinics are run and all those riding must be members of GCEC. MWDA to book flights, advertise as in conjunction with GCEC. At this stage will be for 2025.	JS SS	Jan	
2.7	Canteen	Put out an expression of interest canteen for opportunity to make money/use as a fundraiser. Action: Jennine to contact Karen to finalise the handing over of the keys Susan to email out to members to ask for cutting boards, freezer, fridge, tea towels, sharp knives, serving spoons. Big shows will be covered by Helen O'Malley and we will look to using the Coffee vans around town to assist with catering. Action: Susan to email out members	LW/JS	Feb	

2.8	Fire Extinguishers, De Fib machine, First Aid	We need to know what fire resources we have available. Ross Newman did respond to our email regarding questions for WPMC but we were still not aware of the information around the fire resources. Action: Jennine to draft up an email for the Committee to have input into and send to WPMC asking for those specific details. Susan to email Ross again on behalf of the Committee.	JS SS	Feb	
2.9	Woorree Park Management Committee	Discussion of camping fees and payment to WPMC and their current role, meeting times, AGM etc given that they are responsible for overseeing the application of capital grants etc. GCEC would like to have a WP representative on the Committee Action: Susan to send committee email regarding questions for WPMC around-bore, weeds, sprinklers, defib, other club rosters Susan did contact Beth Still (current member) regarding whether she would like to continue to be involved with the WPMC and she would like to remain on the WPMC. Susan to re-email Ross regarding the above.	JS SS	Jan/Feb	
2.10	Point Scoring	Review points allocation for awards in Jan with subcommittees for the end of year awards, in house club awards. Discussion regarding using a 321 points allocation, with no championship points counting for these awards. Action: To be taken to subcommittees for confirmation	JT	Feb	
2.11	OTTWA Sponsorship	OTTWA have confirmed sponsorship for 2025 for Nid and Nell clinics, Breed Show and the July Show. Action: Subcommittees to be aware of criteria for OTT sponsorship. Committee to familiarise themselves with this and take to subcommittees so that our obligations can be upheld Susan to liaise with Paige from OTTWA regarding future sponsorship and current sponsorship obligations/categories	JS SS	Jan	
2.14	Positive Club culture/Sidelines behaviour	Signage advertising/social media Newsletters, Dept Sport Rec-signage for liability/leasing meeting Heike Held over until 2025	JS	Feb	
2.15	Social Committee for next year	Carried over to 2025 Discuss at planning meeting in January	JS	Mar	
2.16	Club Polo Competition-Winners	Will be held over until 2025 given the busyness of the year HW moved that this is actioned LW moved that is seconded	SS	March	
2.19	FIRST AID UPDATE	Many members do currently have a First Aid certificate so no action at this stage.	SS	Feb	
2.21	Wendy Sutton Motown Award	Lisa to catch up with Wendy regarding award for 2025	LW	Feb	
2.22	Calendar and TP Series	Steph reported that SH would be looking to hold measuring in April and not the original March date. Action: <ul style="list-style-type: none">Given costs associated committee to request a budget for costings.May need to add on costs-suggestionCommittee to ask SH subcommittee whether it is possible to use the initial March date given the cost difference and affordabilityBudget for TP series need to be submittedWaiting on an outcome for the Katrin clinics and SH organisation of these.	SJ SS	Feb	
2.23	Calendar	Action: TP Series dates-Steph to confirm with SH subcommittee that will still be running on these dates. Dressage subcommittee have finalised dates.	SJ	Feb	
2.24	Subcommittees	Confidentiality agreement required and Working with Children Check Action: Jennine to put in writing subcommittee reps regarding roles to provide some clarity to those volunteering for subcommittees Susan to send out word doc of subcommittee reps and who they are	JS	Feb	
2.25	Horse of the Year Judge	Discussion regarding dates for events and what has been locked in already. Action: Steph to liaise with judge-Debbie Garland regarding confirming early for HOTY	SJ	Feb	
3.	CORRESPONDENCE IN/OUT				
	EMAIL CORRESPONDENCE INCOMING				
	15/2/25	Camille Vermeil-Club Development Manager EWA-request for meeting. Affiliation			
	17/2/25	CGG Stacey Pratt-King-PDF lease for our records Midwest Dressage Request			
	13/2/25	Jodi Tyndale-Powell-camping Katrin Kunstler-clinics			
	11/2/25	Marie Hart-audit report			
	11/2/25	Jay Prow-CGG-Community Project Support Program			
	11/2/25	Geraldton Stockfeeds-sponsorship			
	10/2/25	OTTWA-sponsorship			
	10/2/25	Sponsorship Lora Halton			
	9/2/25	Sponsorship CV Show			

	7/2/25	Hayley Smythe-reimbursement			
	31/1/25	Midwest Sports Federation-funding			
	31/1/25	Jay Prow CBH Grants			
	31/1/25	EWA Meredith Tenger-Invoice for Payment			
	29/1/25	Tax invoice Logic IT			
	16/1/25	Cleanaway account			
	OUTGOING				
	12/2/25	Katrin Kuenstler Clinic invitation			
	11/2/25	Paige Mackay RWWA-query re sponsorship			
	9/2/25	Paige Mackay RWWA-query re sponsorship			
	8/2/25	Joyce Newnham-request copy of lease docs			
4.	TREASURER'S REPORT				
	Payments Needing Approval -recurring payments -EA affiliation fee -Jumping levies from July -Xero fees Balance Sheet provided Profit and Loss provided Tracking of reports provided Budgets requiring approval -Dressage Sunrise TP approved-all in favour -Nid Clinics-all in favour to be approved Proposal-Susan/Lisa/Jennine open account term deposit at Bendigo All in favour		LW		
5.	REPORTS				
	SUBCOMMITTEE REPORTS				
5.1	Dressage Report -Masterclass raffle very successful Lora Halton to judge for Show 1 Beth Still for Show 2 Link for spiel for memberships for TP-Lucy to send to Secretary		JS LL		
5.2	Show Jumping Report – organising course designer -Ed doing May show for free		JT		
5.3	Show Horse Report – none available		SJ		
5.4	Grounds' Committee Report -none available				
6.	GENERAL BUSINESS				
6.1	Membership Approvals	Susan submitted list of members for approval. Susan to send out confirmation to all members who have joined the club	SS	Ongoing	
6.2	RAWG update	Lucy spoke about what they were hoping to do in the regions. Looking at supporting us in 2026. Funding available. Trying to encourage more education and coaches.	LL		
6.3	Chapman Valley Ag show proposal	CV proposal for showjumping to return was discussed. Some concerns around the ground surface. We would need a course designer and a judge to be locked in which would be the responsibility of the CV Show Committee to provide. Action: Jo to come up with a proposal for the event and contact Liz Elliot-Lockhart	JT	Feb	
6.4	Wings Sponsorship	Discussion around sponsors for the showjumping wings. Gemma to liaise with Paula to add to existing club sponsorship proposal	JT	Feb	
6.5	Showjumping poles	Request for showjumping poles 10 required at a price of \$60 each All in favour of replacing broken poles	JT	Feb	
6.6	Camping at the Grounds	Susan to email Stacey re travellers and horses and making sure that this is in line with our current lease agreement Susan to email Ross on behalf of the committee the camping fees	JS SS	Feb	
6.7	Fundraising	Jennine had spoken with Leta about a raffle/fundraising idea in relation to the AFL and the Eagles. She also has a donated swag from 2024 that could be raffled off. Action-fundraising to be added to the agenda for the next meeting	JS	Feb	
6.8	Email List	Members list Discussion re pros and cons of having old members on our current member email list. Easier to have one list with new members on it as some people who were members do not want to be on the email list. Action: have one list for current members and encourage other non members to look at the facebook page/website for information.	JS	Feb	
7.	LATE BUSINESS				
	No late business				

8.	CONFIDENTIAL ITEMS				
9.	MEETING CLOSE AND NEXT MEETING DATE				
	Meeting closed at 8.55pm Next Meeting 19 March 2025	Woorree Park Hall			