



# Geraldton Combined Equestrian Club

## MINUTES

Meeting No: 5/2025

Date: 21/5/2025

Start Time: 7.00 pm Location: Woorree Hall

Attendees: Jennine, Lucy, Jennine, Steph, Lisa, Jo

Apologies: None

Item	Action	Who	TIME	Done
1.	<b>WELCOME AND APOLOGIES /ACCEPTANCE OF PREVIOUS MINUTES</b>			
1.1	April Minutes 2025	Moved: Jennine moved that minutes be accepted. Seconded: Lucy		
2.	<b>MATTERS ARISING FROM THE MINUTES (ONGOING)</b>			
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. Action: SH and SJ-Susan to email subcommittees	Susan	Ongoing
2.2	Grounds Development Update	Meeting with CGG Progress on grant Action: Self-Supporting loan for approx \$50000 approved to proceed with Action: email Steph some specific questions regarding Dyrandra costs for action Action: approval for one of our accounts to be the sinking fund-term deposit	Susan	Ongoing
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. <b>Action:</b> Looking towards a Cost Projection Analysis in 2025 and then wait to see if what happens with the grant with regard to the grounds and the arena development.  <b>Showjumping July Show</b> <b>Action:</b> SJ to come up with a plan for July Show in terms of duty of care and rider safety. Budget also to be submitted at next meeting (May) for approval. 1. Ride to the conditions on Event instructions 2. Change some of the classes if necessary-optimum time-some of the classes 3. Put in the Event Management Plan-conditions and discuss with course designers 4. Liz T-what is the best sand for our arena. Susan 5. Jo to chat with SS about best solution for short term	Susan Jo	Ongoing
2.5	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. <b>We will wait to hear back from CV regarding updated sponsorship proposal</b>	Jo	June
2.6	July Showjumping Sponsor Area Plans	Around verandah-put in shed. Callout for trade village for the GCEC. Community outing Suggestion-opening 2-6. Stockfeeder <b>Action:</b> Susan to draft up invitation for sponsors/competitors for Trade Stall for the July Show. Give to Paula for distribution to sponsors Local stockfeeds	Susan Jo Paula	
2.7	Woorree Park Management Committee	Camping at the Grounds Response to previous questions asked of the WPMC. <b>Action: Jennine to email WPMC regarding light, blind and defib.</b> <b>Action: email CGG-regarding hall and lease options</b> <b>Action: Jennine to speak with Beth about WPMC-correspondence</b>	Susan	June
2.8	Positive Club culture/Sidelines behaviour	Signage advertising/social media Newsletters, Dept Sport Rec-signage for liability/leasing <b>Action: Dog bags-Jennine to get them</b> <b>Action: Susan to show edit to committee then order sign</b>  <b>Liability Statement for Grounds</b>	Jennine Susan	June

		<p>Woorree Park Equestrian Centre is leased from the CGG by the Geraldton Combined Equestrian Club and as such, all those who enter these grounds, do so at their own risk. Use of this facility is primarily for authorised club equestrian activities.</p> <p>GCEC accepts no liability for any accident, damage, injury or illness to horses, riders, grounds, spectators or any other person or property whatsoever.</p> <p>For equestrian related camping outside of GCEC events, please email <a href="mailto:secretary@gcec.org.au">secretary@gcec.org.au</a></p> <p><b>Louisa Spicer-Can get key off Lucy if needs to. Susan to communicate to Louisa</b></p>																					
2.9	Club Polo Competition-Winners	Will be held over until 2025 given the busyness of the year <b>Action:</b> Revisit when funding application grant for uniforms that we have applied for comes through	Susan	May																			
2.10	Wendy Sutton Motown Award	2025 Award <b>Action:</b> Show Horse Committee to follow up with Wendy regarding whether she is happy to support the purchase of the brass labels for her trophy in the future and they will have a look for the framed picture that was to be presented to the winner of the trophy	Steph	June																			
2.11	Show Horse Updates	<b>Action:</b> Steph to follow up with WWCC and confidentiality. Subcommittee minutes/report for show horse to be sent electronically to secretary for record keeping.	Steph	June																			
2.12	WPMC Proposal	WPMC would be interested in a sub-lease arrangement with GCEC. Discussion of the pros and cons of this. <b>Action:</b> Susan to email WPMC requesting some more details regarding a possible arrangement	Susan	May																			
3.	CORRESPONDENCE IN/OUT																						
	<p style="text-align: center;"><b>EMAIL CORRESPONDENCE INCOMING</b></p> <table><tr><td>9 May 2025</td><td>Invoice Kaybee Trust-Ovarit Jumps</td></tr><tr><td>7 May 2025</td><td>OTTWA Sponsorship Reminders Liz Thomas-Sponsorship Form update request Midwest Ports Grant Update</td></tr><tr><td>1 May 2025</td><td>Katrin-Clinic Information Jay Prow-Information re Woorree Park Management Committee Telstra Grant application result Midwest Sports Federation-Invitation to assist with Strategic Plan Development Logic IT Invoice</td></tr><tr><td>28 April 2025</td><td>Auspan Quotation Update</td></tr><tr><td>23 April 2025</td><td>Aimee Holmes-information re club members for arena dev</td></tr></table> <p style="text-align: center;"><b>OUTGOING</b></p> <table><tr><td>19 May</td><td>Liz Thomas-response to email query</td></tr><tr><td></td><td>EA confirmation of falls notifications</td></tr><tr><td>18 May</td><td>Craig Maluish-Economic Impact information for calculations</td></tr><tr><td>30 April</td><td>WPMC-request for defib, light installation and blind chain repair WPMC-request for information regarding the function and purpose of the WPMC given its request to GCEC to consider a sub-lease agreement</td></tr></table>		9 May 2025	Invoice Kaybee Trust-Ovarit Jumps	7 May 2025	OTTWA Sponsorship Reminders Liz Thomas-Sponsorship Form update request Midwest Ports Grant Update	1 May 2025	Katrin-Clinic Information Jay Prow-Information re Woorree Park Management Committee Telstra Grant application result Midwest Sports Federation-Invitation to assist with Strategic Plan Development Logic IT Invoice	28 April 2025	Auspan Quotation Update	23 April 2025	Aimee Holmes-information re club members for arena dev	19 May	Liz Thomas-response to email query		EA confirmation of falls notifications	18 May	Craig Maluish-Economic Impact information for calculations	30 April	WPMC-request for defib, light installation and blind chain repair WPMC-request for information regarding the function and purpose of the WPMC given its request to GCEC to consider a sub-lease agreement			
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	<p><b>Payments Needing Approval</b></p> <p>-Nid \$2591.88 parking</p> <p>-SH-approved, SJ approved</p> <p>-Canteen-put in bill. Approved</p> <p>-Have paid SignWorks, Logic IT, Cleanaway</p> <p>-Gemma to put in invoice for club rather than reimbursement</p> <p>-Ken fittings, less than 100, fuel in motorbike-all approved</p> <p>-sandwich maker and gifts-approved</p> <p><b>Profit/Loss</b></p> <p>-attached</p> <p><b>Budgets for Approval</b></p> <ul style="list-style-type: none"><li>• Showjumping July Show</li><li>• Dressage-budget</li></ul>																						
5.	REPORTS																						
	SUBCOMMITTEE REPORTS																						
5.1	<p><b>Dressage Report- Lucy read the minutes</b></p> <p>Actions: Susan to source CDs, microphone</p>		Susan Lucy																				
5.2	<p><b>Show Jumping Report –</b> Poles picked up today. Training Show on weekend. Wasn't much feedback. Plan was to have used rosettes and places.</p> <p>Training Show-considerable profit, Nell Henry Clinic popular. Already filled. July Show looking positive. Fundraising at every show.</p>		Jo																				
5.3	<p><b>Show Horse Report –</b></p>		SJ																				

	Planning in July an intro into SH/instruction the day before the show. Show in June will be similar format to one had, need to organise sashes. Acquittal to follow.				
5.4	<b>Grounds' Committee Report-still items to be dealt with from previous report that need discussion (June)</b> <ul style="list-style-type: none"> <li>We need to send the irrigator to Peter Nunn for some repairs. The drum that the wire winds onto needs some sort of brake system as it spins too fast and causes an overrun. Sue has spoken with Trudy from Nufab and have arranged to take it in on Monday for them to have a look. Dsg committee are aware of this.</li> <li>The yellow warmup arena needs to have the sand removed from the logs, especially from the southern side. Overtime the sand has built up against/on top of the logs making them not visible to horse/rider. I (Liz) noticed at the TP Series horses were tripping/stumbling on them. Dsg committee are aware of this.</li> <li>Blind for the Judges Hut. If we could possibly purchase a pull down blind so the judges are not looking into the sun. The Dsg committee have approved this. We could possibly look at sponsorship? Maybe from Batavia Coast Blinds and Shade Sails or purchase from Spotlight.</li> <li>Tree removal: There are two trees that raise concerns.</li> <li>One is the dead tree near the stallion boxes/wash bay and the other one over hangs the fence line on the grassed dressage area.</li> <li>Electrical-Damaged electrical plugs under canteen area. Susan is aware of this. Severed cable for speaker along the east west fence line between the grass and dressage arena. Susan is aware of this. The speaker used to be used for show jumping, music around the grounds and freestyle music for our tests.</li> </ul>		Liz/Sue		
5.5	<b>Woorree Park Management Committee Report-pending</b>				
5.6	<b>Arena Report/Update-</b> Susan spoke about current progress -deadline of June 14 for submission -neighbours have been given an opportunity to feed back -Hayley finalising Feasibility Study -letters of support have been sourced		Susan		
6.	<b>GENERAL BUSINESS</b>				
6.1	First Aid	First Aid Kit in front room needs updating possibly. Approval for Christy and Gemma to do First Aid. Course with club to pay given have difficulty sourcing first aiders for jumping	Jo		
6.2	Proposed Lease Area	Updated area for lease extension-need consensus Action: agreed to extend the lease area up to Woorree Hall Susan to email CGG to lease extension area	Susan		
6.3	Committee Member Updates	Current Committee Members for Show Horse according to Steph <b>Committee</b> <ul style="list-style-type: none"> <li>Steph</li> <li>Tanika</li> <li>Rowena</li> <li>Shantel</li> <li>Leta</li> </ul> If Steph unable to commit to meetings and continue in role due to commitments, role would come back to the committee to appoint a new rep.	Susan		
6.4	Off the Track Sponsorship for Events	OTTWA sponsorship requests for each discipline <b>Action: Susan to send sponsorship spreadsheets to subdisciplines</b>	Susan		
6.5	Processes for Events	Reporting of falls to EWA-within 24 hrs using online reporting, event planning-CGG requirements, first aid, risk management <b>Action: Susan to laminate QR card and put up at grounds which is needed to report falls</b>	Susan		
6.6	Trailers	SJ trailers-Northampton Show <b>Susan to put over the pits in the next few weeks</b>	Susan		
6.7	Social Media	Website and facebook. Concern that communication for events going out via old fb page and not via website and email. <b>Action: Subcommittees to communicate with Gemma about adding to website when advertising and Susan for email. Steph to transfer members to new facebook page and keep old one only for community communication</b>	Susan Steph Subcommittee		
6.8	Midwest Dressage	Action: Susan to ask Hayley about cupboard and MW Dressage's intentions with gear in there given we have had major clean outs lately	Susan		
6.9	Katrin Clinic	Discussion regarding jobs for the clinic and who is doing what.	Jennine		
7.	<b>LATE BUSINESS</b>				
8.	<b>CONFIDENTIAL ITEMS</b>				
9.	<b>MEETING CLOSE AND NEXT MEETING DATE</b>				
	Meeting closed at 8.40 pm Next Meeting Wednesday June 18	Woorree Park Hall			

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