



Geraldton Combined Equestrian Club

MEETING AGENDA

Meeting No: 09/2024

Date: 16 July 2024

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

Attendees: Susan, Lisa, Kerry F, Heike, Jo Taylor, Jennine

Apologies: None

	Item	Action	Person Responsible	TIME	Done
1.	WELCOME AND APOLOGIES /ACCEPTANCE OF PREVIOUS MINUTES				
1.1	9 June 2024 6.50pm	Moved: Heike moved that minutes be accepted. Seconded: Jo			
2.	MATTERS ARISING FROM THE MINUTES (ONGOING)				
2.1	Proposal for Grounds Development (SS)	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
2.2	Yard Allocation	Pending until membership for 2025			Ongoing
2.3	Sprinklers Some sprinklers need replacing.	JS to investigate other sprinkler options for the dressage arena/Dressage Committee to obtain a quote	Jennine Smith	Sept	Ongoing
2.4	Subcommittee for 2025 Bylaws and constitution mention the roles but was some confusion over the delegate wording and then representative wording. Clarity for 2025. What will this look like for 2025? Suggestion <ul style="list-style-type: none"> Sponsorship Officer-using a club approach Grants Officer 	Relook at in August regarding AGM for 2025	Committee		Ongoing
2.6	Club Positions Going Forward Time limit on Committee positions. Discussion as to whether it is in the best interest of the Club for positions to be a year long.	Discussion of 2 year stagger for positions	September		Ongoing
2.7	Appointment Young Rider Rep	For discussion at August meeting-roles pre-AGM planning meeting	HW	Aug	
2.8	Grass Arena/Ground Maintenance	Ongoing			Ongoing
2.9	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.			Ongoing
2.10	Using Nominate for all Club Events/Membership and account reconciliations	Next year for membership Consideration for events for 2025-carry over	SS	Nov	
2.11	Role Description and Clarity	Homework-committee to continue to develop spreadsheet outlining individual committee roles for more clarity Intellectual property belongs to the club GCEC	SS	Nov	
2.12	Padlocks on entrance gates	Keys at the moment-look to double padlock with combination key at the end of the year	JT	DEC	
2.13	Bank accounts	Investigation into accounts and interest rates	Carry over		
3.	CORRESPONDENCE IN/OUT				
	Chair request that all inward correspondence be received and all outward correspondence be approved. Seconded-Jennine Smith Correspondence In <ul style="list-style-type: none"> 16 July 2024 Katrin Kuenstler Invoice 16 July 2024-Jay Prow Grass Roots CBH Community Grant Program 16 July 2024-Lauren Conway request 15 July 2024 Mandatory Reporting of Incidents and Falls 11 July 2024 Sun City Print Invoice 7 July 2024-Jay Prow Community Builders Workshop 7 July 2024-Showjumping Committee-July Classic Completed Risk Management Planning Documents 4 July 2024-Marsh Insurance reminder if haven't made payment 				

	<ul style="list-style-type: none"> 3 July Max Berand-Showjumping Cup advertisement 3 July CGG Statement of Fees Owning for Ground Usage (forwarded to Treasurer) 3 July-Hayley Smythe request for meeting minutes 2 July-Jay Prow Community Grants Information (forwarded to Heike) 2 July-Bill payment reminder EA (already paid) 1 July-Email from Joyce Newnham forwarding Winc invoice (forwarded to Treasurer) 30 June-EA Receipt for payment 29 June-Email from Jennine Smith outlining Katrin budget 28 June-Invoice from EA 28 June Purchase order from Racing and Wagering 27 June-Email from Liz Thomas re- emails 27 June-handover notes from Joyce via Heike 25 June-Monika Sullivan CGG information regarding Grounds Usage 25 June-EA Safety information regarding showjumping-forwarded to showjumping committee 25 June-OTT Sponsorship Agreement 18 June July Showjumping Budget <p>Correspondence Out</p> <ul style="list-style-type: none"> 3 July-Response to Hayley Smythe request for meeting minutes 28 June-Email to Liz Thomas outlining event planning requirements 27 June-Email to Liz Thomas with email request 27 June-Email to all subcommittees regarding using liability waivers and event planning guide for consistency and safety 19 June-email regarding extension to T-Shirt design comp 			
4.	TREASURERS REPORT			
	<p>Difficulties with reconciling bank accounts due to Xero still not being linked to Com Biz</p> <p>Current balances</p> <ul style="list-style-type: none"> Cheque \$103 000 Business transactional account \$2735 Term Deposit \$41620 <p>Treasurer's Report</p> <p>Bank Statements distributes to subcommittee members to reconcile against bank statements ready for next meeting</p>			
5.	REPORTS			
	SUBCOMMITTEE REPORTS			
	<p>Dressage Report</p> <ul style="list-style-type: none"> 2024 Championship organisation has started in earnest Our sponsorship letters have gone out. If anyone has any sponsorship leads or know of anyone who can help that would be much appreciated Our last Official Show was with Elizabeth Owens and was successful especially with protocols -10 For our July Show we have secured Georgina Marchesi with an exemption to judge up to and including Medium As this is the last show before Championships it is usually full. We will also again be offering Protocol Tests on the Sunday Congratulations to the Showjumping Committee on putting on a great show and so awesome to see members from other disciplines contributing and helping out Great clubmanship ! Dressage Champs are 17-18/8/24 <p>Thanks Jennine</p>	JS		
	<p>Show Jumping</p> <ul style="list-style-type: none"> 19733-paid from Global to GCEC Email from Sophie Parkes regarding Forms for Incidents Kym Tilka doing acquittal for July show-budget Unpaid sponsorship Thank you to all helpers Committee invitation for dinner for 2025 Email from Kevin Tully regarding metal cups and tracking-Ed spoke about the metal tracking-fundraising Quote from poles Luke Midwest Turf-discussion regarding report/quote Utilising global for monthly shows-club approach online Water ports for the arena 	JT		
	<p>Show Horse</p> <ul style="list-style-type: none"> June meeting-cancellation of Breed Show. Still run Show Horse on 28-Matchy Matchy on 28th July. Full show horse program-don't have to plait. Catering for the local riders. Breed Show will be pushed into spring 	LW		
	<p>GROUND'S COMMITTEE REPORT</p> <ul style="list-style-type: none"> None 			
6.	GENERAL BUSINESS			
6.1	Club Polo Competition -Winners	Indi Smith design to be made into shirts	SS	
6.2	Understanding of CGG Clarification around Grounds Usage	Susan to forward letter from Shire to Judy Nardi, Mel Ellery and Dr Kylie	SS	July

6.3	New Showjumping Poles	Quote-poles broken over the SJ weekend 24 poles \$1684 Some existing poles will be sold Inventory of poles to be provided to Committee for next meeting	JT	Aug	
6.4	Arena Maintenance	Luke looked at grounds. -Fertiliser not promoting root growth. -Luke can start next week -Step 1 approved-vertiquake Discussion regarding grounds usage Meeting-Tuesday 23 rd 7pm	JT	Aug	
6.5	Cash/Bank Accounts	Jennine to investigate with Nominate paying back prize money Kerry to do up a proposal for Bendigo Bank given challenges with CBA	JS SS KF	Aug	
6.6	Insurance	Jennine to send out asset register to committee regarding sum insurance for items-agreed value.	JS	Aug	
6.7	Grounds Committee	Carol only remaining member. Discussion as to how we can assist as a Committee	HW	July	
6.8	Members of the Club-Life Members	List of life members need to be compiled SS to email Liz regarding life members Life members to sign Code of Conduct	SS	Aug	
6.9	Grounds Committee	Knowledge of ports etc. Susan to request map of the area and the ports from Grounds Committee Discussion as to do we need another person on the Grounds Committee for the future given the resignation of Ross and can we give Carol some contacts for repairs Email to members regarding jobs-volunteer list for grounds handyperson...	SS	July	
6.10	Dressage Budget	Presented by Jennine Approved by Committee	JS		
6.11	Katrin Clinic	Katrin Clinic left until the last minute Lisa scheduled the classes. Jennine and Susan away People paid old prices and clinic ran at a loss School holidays, long weekends a consideration when scheduling Lisa to write up guide for Clinics to assist with planning and running	JS		
6.12	Showjumping Budget	Showjumping budget for the August showjumping show submitted	JT		
6.13	Battery for 4 Wheeler	Approval for new battery given by committee.	JS		
7.	LATE BUSINESS				
7.1	Hot Water Tap	Helen O'Malley reported that tap in the kitchen runs at a very high temperature. Action: May be able to adjust on hot water system-Susan to email Christy re get Tanner to look at hot water system	SS	July	
7.2	Reimbursement Approval	\$102 for dressage arena ropes Approved by committee	JS		
8.	CONFIDENTIAL ITEMS				
9.	MEETING CLOSE AND NEXT MEETING DATE				
	Next Meeting Tuesday 12 August 2024				