



Geraldton Combined Equestrian Club

MEETING MINUTES

Meeting No: 9/2025

Date: 24/9/2025

Start Time: 6.30 pm **Location:** Woorree Hall

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

Apologies:

	Item	Action	Who	TIME	Done
1.	WELCOME AND APOLOGIES /ACCEPTANCE OF PREVIOUS MINUTES				
1.1	August Minutes 2025	Moved: Jennine moved that minutes be accepted. Seconded: Lucy			
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. Action: SH and SJ-Susan to email subcommittees	Susan	Ongoing	No action required atm
2.2	Sand for Yards	Sand to be sourced to fill in yards near canteen. Steph to get a quote	Steph	Sept	
2.3	City Greater Geraldton and Grant Update	Report around the grant still not being released so no further action required until grant has been released. Action: Continue to monitor and watch for notification	Susan	Ongoing	
2.4	Club Polo Competition-Winners	Will be held over until 2026 given the busyness of the year Action: <i>Revisit when funding application grant for uniforms that we have applied for comes through</i>	All	Jan 2026	
2.5	Positive Club culture/Sidelines behaviour /Grounds Signage	Signage advertising/social media Newsletters, Dept Sport Rec-signage for liability/leasing Action-liability sign for other entry -Susan to organise Action: Susan to order sign	Jennine Susan	August	
2.6	Wash Down Bay Repairs	Penny to look at this weekend and give us some advice regarding the metal in the wash down bay.	Steph	Sept	
2.7	Showjumping Wings	Showjumping cups and wings-Showjumping are requesting new showjumping wings and cups as the current ones are quite heavy and apparently cups and tracks not suitable. Action: Due to the cost involved, Jo to come back with a proposal regarding the jump wing replacement costs and timeline. Conversation about having a plan for repair/replacement of the wings/cups/poles so that costs are minimised and searching for a grant that would cover much of the cost involved.	Jo	Sept	
2.8	Insurance	Jennine to have a look at premium and come back to us at the next meeting	Jennine	Sept	
2.9	Camping	Camping Fees-what are our obligations given we now lease the land. Discussion.	Susan	Sept	
3.0	PLANNING MEETING ITEMS				
3.1	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. Action: To be discussed at upcoming planning meeting in September in more detail	Susan Jo	Ongoing	
3.2	Membership 2026	Discussion regarding challenges getting some members to volunteer to assist with events. Action: modifying our Membership form for 2026.	Susan	Sept	
3.3	Dates	Everyone to email Susan change of dates for calendar update via secretary email	All s/c		
3.4	Committee Positions	Clarification of which positions we will advertise	All		
3.5	Ground Maintenance	Add costs for the ground maintenance to the agenda			
3.6	Strategic Plan Review and Update	Review current plan-successes and goals for 2026			
3.7	Members Feedback	Survey of Feedback-when/questions			
4.	CORRESPONDENCE IN/OUT				

	EMAIL CORRESPONDENCE INCOMING				
	22/9/25	CGG Pavlina Heiderova request to meet regarding Woorree Hall			
	19/9/25	RWWA Confirmation of receipt of Smarty Grant for jumps			
	17/9/25	MWSF-Nominations for Mid West Sports Awards open			
	16/9/25	CVS Centacare-nominations for volunteer of the Year			
	14/9/25	Letter from Terry Frank regarding the Doug Gordon trophy Email from Gemma Simkin requesting Car Boot Sale			
	11/9/25	Phone call from Helen O'Malley regarding freezer			
	9/9/25	OTTWA-Confirmation of sponsorship for GCEC for rest of the year			
	8/9/25	Confirmation of receipt of letter regarding Woorree Hall			
	3/9/25	Equestrian WA-request for dates for 2026			
	2/9/25	Midwest Financial-Audit Information Request			
	31/8/25	Mia Mercuri-sponsorship thankyou			
	26/8/25	Jumps Quotation			
	25/8/25	Affinity Insurance renewal notification Penny Dodd Letter regarding SJ wings			
	OUTGOING				
	22/9/25	Response to Gemma Simkin regarding Car Boot sale Signworks-confirmation of signage pending changes to wording Response to Pavlina from CGG regarding meeting date and time			
	15/9/25	Response to Terry Frank regarding Doug Gordon trophy			
	9/9/25	OTTWA request regarding sponsorship			
	27/8/25	Letter to CGG regarding Woorree Hall			
5.	TREASURER'S REPORT				
	Payments Needing Approval Reimbursements-all approved Profit/Loss-attached Balance sheet-attached Budgets for Approval-Katrin Clinic October Horse of the Year budget to be submitted asap.		Lisa		
6.	REPORTS				
	SUBCOMMITTEE REPORTS				
6.1	Dressage Report September Official show-We had to cancel this show as we only received 20 tests and 2 Protocol Tests. Luckily it was cancelled as the weather on Saturday was extremely wet and windy. Nid August Clinic-This was also cancelled due to lack of numbers Nid September clinic this weekend-We have a full clinic of 18 lessons , with 3 OTTBs (6 lessons for OTTBs		Lucy		
6.2	Show Jumping Report- Success of recent events and excellent numbers. Discussion regarding upcoming dates and possible clashes. Discussion regarding watering of the arena		Jo		
6.3	Show Horse Report- Horse of the Year planning underway. Invitations to be sent out soon after October show date		SJ		
6.4	Woorree Park Management Committee Report- No report		Susan		
6.5	Ground Committee Report- No recent updates		Liz/Sue		
7.	GENERAL BUSINESS				
7.1	AGM Date/Wind Up	Date decided. 15 Nov. Actions: Susan to send out information regarding nomination process and the positions available	Susan		
7.2	Audit	Action required to ensure that financials are ready for AGM Actions: Susan and Lisa to send appropriate documentation to auditors-Midwest Financial	Susan Lisa		
7.3	Freezer in Clubrooms	Correspondence from Helen regarding the freezer in club rooms. Apparently some food stored there and freezer was accidentally turned off spoiling some of the food . Action: Helen to follow up with more information about the food spoilage. Susan/Jennine to follow up with Helen	Susan Jennine		
7.4	Car Boot Sale Proposal	Gemma would like to coordinate a Car Boot Sale. Action: Susan to come back to Gemma with some proposed dates	Susan		
7.5	Correspondence re Doug Gordon Trophy	Previous Committee's reallocation of the Doug Gordon Trophy discussed. Action: Jo to follow up	Jo		
7.6	Calendar	Discussion regarding the calendar and 2026. Calendar changes are not ideal and there needs to be more consideration of this. Action: Dates to be looked at further at our planning meeting	Susan		

		Susan to update calendar on website as much			
7.7	Woorree Hall	Discussion around making a proposal for GCEC to manage the Woorree Hall given reluctance from WPMC to take this on given the CGG's requirements around incorporation, insurance etc. Action: Susan to send a proposal to the CGG for the management of the Woorree Hall as long as the WPMC in agreement.	Susan		
7.8	Survey Feedback	All in agreement that survey will need to be sent to members asap to gather feedback for 2026 Action: Susan to review questions from last year, update with committee approval and send out			
7.9	Canteen	Correspondence from Helen O'Malley confirming that she will not be catering in the future. Discussion regarding implications going forward. Action: Club will investigate options in line with lease and food safety requirements, insurance. GCEC Club to commit to catering for the Show jumping champs in July 2026.			
8.	LATE BUSINESS				
8.1					
8.2					
8.3					
8.4					
8.5					
9.	CONFIDENTIAL ITEMS				
9.1					
9.2					
10.	MEETING CLOSE AND NEXT MEETING DATE				
	Meeting closed at 8.45 pm Next Meeting Wed 1 October (Planning Meeting)	Woorree Park Hall			