

MINUTES OF THE 2018 ANNUAL GENERAL MEETING OF THE
WESTERN AUSTRALIAN ENDDURANCE RIDERS' ASSOCIATION INC.

Held on Saturday 23rd February 2019 at the Pavilion, Wandi Progress Association, WANDI

Meeting commenced: 1.10 pm

1. **President's Welcome**
2. **Members present/attendance register**
3. **Apologies:** T Lynn, W Sewell, M Sewel, D McGirr, H Roscoe, M Rayner, J Mc Cord, B Radny, N Radny, I Symington, T Symington, B McDougal, M Gill, B Linthorne, J Linthorne
4. **Proxy Vote Registration:** J Linthorne; I Symington, T Symington, N Radny, B Radny, P Sherwood, Dr L Clarke
5. **Appointment of Scrutineers:** Peter Erickson, Cassie Mulcahy
6. **2017 AGM Minutes**

No Amendments to the WAERA 2017 AGM Minutes received

Motion: *The minutes of the WAERA Annual General Meeting 2017 are accepted.*

Moved: Peter Erickson **Second:** Liz Mulcahy

Decision: Carried

7. **President's Report**

This is perhaps one of the few times the President report is presented by an Acting President. As you will all be aware, have only recently stepped into this role in an effort to keep our Association afloat and to continue its business uninterrupted. Furthermore, I have only been on the Management Committee since September last year and for a fair part of the year I was travelling overseas. So, I will be brief.

On a very positive note, the ride calendar for 2018 appears to have been a great success, with a number of very well-run new rides appearing; the new electronic timing system being trialed, and the continuation of our very successful Easter Marathon and State Championship rides.

Congratulations to all those successful riders, some new to the sport, and others more seasoned, competing throughout the year.

This year the Shire of Collie has provided our Association with a License to occupy and use the reserve leased to the Collie Race Club for a period of ten years, with an option for another ten years. This License provides our Association with security of tenure over this reserve that we have been seeking for some time, and provides peace of mind regarding our investment at this location. This License will be formalised and ready for signing in the very near future. The Memorandum of Understanding between the Collie Race Club and our Association has also been rewritten to bring it into line with the License and is ready for signature.

The Tom Quilty Ride Committee is well into the planning for the Gold Cup Ride at Collie, and is working in close cooperation with the Collie Race Club administration. On site work has been commenced with the priority to establish a watering system on the trot-out and vetting area. Our Association has been successful in securing two significant grants in support of our work from the Bendigo Bank and the Shire of Collie.

That our Association continues to organise a full yearly ride program requiring considerable cooperation amongst our members, is testament to what we can achieve while working together. We are certainly very fortunate to have members willing to step up and organise rides, particularly rides new to the calendar. Without their impressive motivation and energy, we would be still riding around the same tracks year after year, or perhaps even have a few gaps in the program.

This brings me to the need for everyone to consider their role in assisting with time, knowledge and experience, to volunteer in some capacity so that the work load is shared amongst as many as possible. There is always a task that you can have a go at in helping achieve successful ride outcomes. Sure, many of us have busy lives, but a few hours, or half a day of your time, may be just what is needed by ride organisers. I urge you to think about what you may be able to contribute and how you might achieve this.

Membership numbers continue to fluctuate, and Richard Summerfield will have more to say on this matter, but perhaps we could all think about encouraging others to have a go at our sport. It may only take a few words of encouragement, and follow through with some advice and assistance with how things are conducted at a ride, but every new member is always welcome in our sport. I propose that each of us should try to encourage one new rider this year.

For those interested in contributing to the administration of the Association, now is the time to put forward your nomination and test the water. The Management Committee needs new, enthusiastic, and committed members to continue with the successful management of the Association. I should make it clear that membership of this Committee requires not only a keen interest in the workings of the Association, but also commitment to achieving common goals, and the need to commit sometimes, a considerable amount of your time preparing for and attending meetings.

In conclusion, I would like to wish all members a safe and enjoyable riding season. Tony

Brandis – Acting President 2019

8. Treasurer's Report

When reading the accompanying Financial Statements, it is important to note that this financial reporting period is longer than usual. In 2017 WAERA update their constitution, changing the dates of their financial year to 1 January to 31 December. This meant that reports presented at the AGM held in February 2018 were for the period 1 October 2016 to 31 December 2017. However, it was discovered midway through 2018 that the changes had not been lodged correctly with the relevant government department and therefore we still needed to act in accordance with the previous constitution. This meant that the correct finish date for the 2017 financial year was 30 September 2017 and the 2018 Financial Statements needed to cover the period 1 October 2017 to 31 December 2018. This extended reporting period incorporates 2 'off seasons' when WAERA receives minimal income as no rides are being run but still needs to cover running costs

The 2018 Financial Statements indicate a loss for the period 1 October 2017 to 31 December 2018. This can be attributed to a number of issues as follows:

- The depreciation expense for the period is larger than the posted loss. This indicates that we did not spend more money than we received, simply that the value of our assets decreased
- As mentioned above this reporting period is longer than usual and includes 2 periods of minimal income
- Some income from the 2018 year was not deposited to our bank until 2019.

During the 2018 the SMC has put large amounts of effort in to correcting the loss that has been posted in previous years and it is disappointing that this hard work has not been rewarded with a visible profit for the period. Changes have been made to regarding how money is spent & the committee has liaised with ride organisers to increase profitability of individual events. The SMC has sought to educate themselves about the financial issues facing the club, to become better informed about where money is coming from & going to. I believe we are seeing the results of that here in these reports and that WAERA is now in a position to move forward with good checks & balances in place to ensure fiscal responsibility

Abigail Bartell
WAERA Treasurer

- Treasurer answered questions focusing on the Awards Night 2018 income of more than \$3000 which are included in 2019 financials as opposed to the 2018 financials income. Explained that this has resulted in the final total loss for the year is higher that it should be.

Motion: That the Financial reports as at 31 December 2018 are accepted and ratified.

Moved: Terry Sweeny **Second:** Deb Ryan

Decision: Carried

9. Election of Executives and Committee Members for 2019

9.1 Elections of the WAERA Executives

9.1.1 Election of WAERA President

Nomination: Anna Erickson

Moved: Peter Erickson **Seconded:** Jodie McKell

Decision: Carried

9.1.2 Election of WAERA Vice President

Nomination: Terry Sweeney

Moved: Caren Earl **Seconded:** Dr Anne Barnes

Decision: Carried

9.1.3 Election of WAERA Secretary - interim

Nomination: E Brandis

Moved: Deb Jewell

Seconded: Anna Erickson

Decision: Carried

The acceptance of this position by E Brandis with the understanding that the position will be advertised within the broader membership is made for a secretary. Elsje is happy to spend time training a person in this role but has indicated that she is unwilling to hold this role for the entire year.

9.1.4 Election of WAERA Treasurer

Nomination: Alison Healy

Moved: Deb Jewell

Seconded: Sarah Dumbrell

Decision: Carried

9.2 SMC Committee Positions for 2019

Dr A J Brandis – Member 60929

Nominated: E Brandis Seconded: K Melis

As a long-term member, I have a strong interest in the efficient administration of this Association and would like to be considered for membership of the SMC 2019. I have considerable experience in the conduct of meetings having chaired a number of high-level committees such as: - Chair of University Course Consultative Committee (7 years); Chair of Management Planning Committee on Conservation Commission of WA and others. My broader experience as a senior public servant in communicating with industry bodies, other agencies at a senior level, and providing advice to Ministers of WA Governments should stand me in good stead in dealing with matters before the Association.

E Brandis – Member 60930

Nominated: A Brandis Seconded: K Melis

I have been a member of this Association for over 10 years. I have participated in a variety of committees within my career in administration, working for several government departments including Forest (CALM etc), Police and local Government. Private industries including Banking and Insurance. I have also served on community committees such as Pre-Primary Committee and in our local Primary School as a member of the School Council. I understand that the outcome the broader membership expects of their SMC is to be governed within the Constitution with the result being fair and that the membership is able to participate in this sport knowing that this is how their SMC operates. I believe that this Association has much to be excited about in the next few years and that I have both the integrity and skills that will benefit achieving good outcomes for the membership

SMC nomination was withdrawn as was elected in an Executive Position

Kirsten Melis – Member 60967

Nominated: E Brandis Seconded: A Brandis

I am a professional horse trainer, farrier and keen endurance rider. I have been riding endurance since 2010 and gained my open rider status. My accomplishments in riding include finishing 3rd – 1000 km Mongolian Derby in 2013. I train and break in racehorses as well a pleasure horses on a daily basis. I operate a farrier service and with my partner we offer spelling agistment on a property near Serpentine and foster RSPCA horses. With my extensive knowledge about horses I believe I will be an asset to this committee with regards to ensuring a safe environment at WAERA events. I would be interested in the Horse Welfare Portfolio.

Abigail Bartell – Member 108450

Nominated: E Brandis Seconded: A Brandis

I bought my first horse in 2012, a retired endurance horse and brood mare Femme Sauvage. She won me over to a world of Arab horses and endurance riding that I never knew existed. Since then I have developed a passion for my horses and my sport. I have brought many things to the SMC table in the last 8 years and I believe my vast experience on various committees in the financial sector and as a new comer to the sport will be of benefit to our club going forward.

Alison Healy – Member - 60990

Nominated: Alison Healy Second; Sarah Adams

Endurance Rider and Ride Organiser (Yarloop)

Dedicated and committed to the sport and keen to see the club move forward with a positive outlook.

Offering commitment and fresh ideas with knowledge of Not for Profit Business/Clubs and financial/bookkeeping background.

SMC nomination was withdrawn as was elected in an Executive Position Sarah Adams – Member – 60540

Nominated – Ali Healy Second: Anna Erickson

Endurance rider and former FEI/AERA Chief Steward with experience of ride organizing (eg Easter Marathon SAERA) and State Management Committee SAERA prior delegate experience

Offer: Strategic planning and policy and procedure development; keen to see the Association with a vision for the future, business plan and a Code of Conduct.

Nomination Withdrawn by email on 22 February 2019 to the WAERA Secretary

Motion: *That the nominations from Dr A. Brandis, Kirsten Melis., Abigail Bartell, be accepted and deemed elected.*

Moved: E Brandis **Seconded:** Terry Sweeney

Decision: Carried

Nomination: Rob Shaw

Moved: Elsje Brandis

Decision: Carried

Seconded: Chris Haddon

Nomination: Kylie Day

Moved: Elsje Brandis

Decision: Carried

Seconded: Julia Lockwood

Nomination: Fred Dilley

Moved: Ross McCamish **Seconded:** Julia Lockwood **Decision:**

Carried

Deb Jewell indicated she will resign from the State Management Committee: We thank Deb for her many years of service.

As at today, 23 February the State Management Committee of Western Australian Endurance Riders Association is comprised of 11 members. Four Executives being Dr Anna Erickson (President), Terry Sweeney (Vice President), Elsje Brandis (Secretary), Alison Healy (Treasurer), Dr Anne Barnes (Honorary Veterinarian) and six additional members Dr Tony Brandis, Kirsten Melis, Abigail Bartell, Rob Shaw, Kylie Day and Fred Dilley.

10. Appointment of WAERA Honorary Veterinarian

Motion: That Dr Anne Barnes is elected as the WAERA Honorary Veterinarian for 2019 and hold a voting position on the State Management Committee (Term is one year)

Moved: State Management Committee

Decision: Carried

11. Independent Appeals Committee

Current – Kerryn Willing, Cassie Mulcahy, Sarah Adams, Peter Erickson Anna Erickson
(5 members – all members retire 2020)

- Anna Erickson will be required to step down from the IAC with the election to President.
- Kerryn Willing retired

Nominations for IAC member to fill this position called:

Nomination: Verna Blackburn

Moved: Deb Ryan

Second: Glen Dix

Decision: Carried

Nomination: Brian Pullin

Moved: Liz Mulcahy **Second:** Jo van Uden

Decision: Carried

Independent appeals committee for 2019 comprises of 5 members

- Peter Erickson, Cassie Mulcahy and Sara Adams (Retiring 2020)
- Brian Pullin, Verna Blackburn (Retiring 2021)

12. Appointment of a Financial Reporter (Term is one year)

Nomination: Julia Swinstead

Moved: Deb Jewell **Seconded:** Ali Healy

Decision: Carried

- Julia Swinstead will accept the nomination as long as the membership understands that Julia will audit to a higher standard as required by her as an accountant. More in line of an audit. Has generously offered this at no cost to the Association.
- The membership should understand that this audit will be conducted by a member, or do they require an independent auditor outside the membership.
- Voiced that it is entirely appropriate that a professional member undertakes this service, much as we have members vetting at our rides in a professional capacity.
- That it is much more relevant to have an auditor who has intimate knowledge of how our association functions than to pay someone that has no deeper understanding of our aims and functions.
- Extremely generous that a professional member offers their services
- Overwhelming support voiced by the members present for this appointment

Meeting Close: 2:05pm

Balance Sheet

Western Australian Endurance Riders Association Inc

As at 31 December 2018

31DEC2018

Assets

Bank

Bendigo Card	1,807.83
Bendigo Cheque Account	8,517.22
	111.00
Draw	117,774.95
Savings Account	
Total Bank	128,211.00

Cash

Current

Assets

Accounts Receivable	80.00
Petty Cash	400.00
Westpac Load n Go Visa	913.66
Total Current Assets	1,393.66

Fixed Assets

Collie Improvements	40,135.27
Computer Equipment	3,629.02
Equipment	29,864.84
Less Accum Depreciation	(18,846.21)
Less Accumulated Depreciation on Computer Equipment	(3,629.02)
Less Amortisation	(16,824.68)
Total Fixed Assets	34,329.22
Total Assets	163,933.88

Liabilities

Current Liabilities

GST	3,680.34
Rounding	0.05
Total Current Liabilities	3,680.39
Total Liabilities	3,680.39

Net Assets	160,253.49
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Equity

	Current Year
Earnings	(6,080.45)
Retained Earnings	166,333.94
Total Equity	160,253.49

Profit and Loss

Western Australian Endurance Riders Association Inc
For the 15 months ended 31 December 2018

OCT2017-DEC2018

Trading Income

Affiliated Ride Entries						7,254.55	
Function Income						2,928.67	
Fundraising Income						490.27	
Interest Income						2,125.73	
Registration							Logbooks & Horse 2,004.60
Membership	26,154.55	Merchandise Sales	1,944.63				
							Other Revenue 5,433.79
Ride Entry Fees	55,244.54	Sales	1,881.82	Sponsorship Income	5,329.99		
							127.26 Team
						110,920.40	
						110,920.40	

nominations

Total Trading Income

Gross Profit

Operating Expenses

						2,077.26	
AERA delegate costs							
AERA fees						31,132.87	
Bank Fees						303.56	
Checkpoints						3,750.90	
Cleaning						100.00	
Computers, Software & Website						1,005.04	
Consulting & Accounting						665.66	
Consumables						102.53	
							Course Marking 1,853.86
Depreciation						11,365.79	
Fees & Charges						581.20	
Function Expense						7,871.95	
Hire of Equipment						2,270.24	
Insurance						1,342.91	

<u>Low Cost Equipment</u>					256.14
<u>Merchandise Purchases</u>					46.60
<u>Officials</u>					1,691.12
<u>Postage</u>					436.76
<u>Printing & Stationery</u>					650.26
<u>Purchases for Resale</u>					1,817.27
<u>Repairs and Maintenance</u>	2,252.53	<u>Ride Food & Incidentals</u>	4,389.26	<u>SMC Meetings</u>	604.55
<u>Sponsorship</u>					545.46

Profit and Loss | Western Australian Endurance Riders Association Inc

Profit and Loss

					OCT2017-
<u>Subscriptions</u>					163.64
<u>Swabbing</u>					609.52
<u>Telephone & Internet</u>					90.91
<u>Training</u>					250.00
				<u>Travel - National</u>	683.62
<u>Trophies & Prizes</u>	13,813.93	<u>Trybooking Fees</u>	934.23	<u>Vehicle Expenses & Licencing</u>	254.99
				<u>Venue Hire</u>	2,565.86
<u>Veterinary Expenses</u>					23,296.25
					581.82
Total Operating Expenses					120,358.49
					(9,438.09)

WAERA
Meetings

Net Profit