

## Minutes of the W.A.E.R.A. SMC Meeting held on 28<sup>th</sup> April 2018, at Murdoch University.

Meeting commenced: 10.05am.

### 1. Members Present.

Deb Jewell, Richard Jeggo, Caren Earl, Terry Sweeney, Abigail Bartell, Anne Barnes, Deb Ryan, Cara Allan, Ieva Peters, Chris Haddon, Kirsten Melis, Rachell Nell, Carly Arnasson (part - from 11.30am to 3pm)

### 2. Apologies.

Terry Sweeney.

### 3. Visitors.

Lienca Nell, Joanne and Kylie Van Uden (until 2.30pm).

### 4. Urgent Matters.

Deb Jewell has resigned as WAERA President – correspondence received 6/4/18.

Richard addressed the meeting and it was agreed that he could Chair the meeting. Richard stated that he won't open the meeting yet. (Content Removed) Any proxy votes at this meeting to be presented to the secretary prior to the beginning of the meeting. Richard has a proxy vote from Terry authorising Caren to vote on Terry's behalf. Carly Arnasson will be a bit late. Richard stated that before he opens the meeting there are discussions that are confidential before we do anything else. He asked the visitors to state their business. Richard welcomed the visitors to the meeting.

Joanne was attending the meeting as she and Kylie were keen to organise the Awards Night and windup this year. They will organise the venue, the food and everything. Joanne would like a budget. Joanne and Kylie would also like to join the committee.

(Content Removed)

**Motion: that Joanne and Kylie van Uden are elected to the WAERA SMC for 2018.**

**Move: Rachell Nell/Ieva Peters. Carried.**

Joanne and Kylie signed the confidentiality agreements.

Rachell explained that Lienca has attended the meeting as she would like to be on the SMC for 2018. She is an accountant and could be a great help to the committee. Can also be a helper for Abigail, if necessary.

Richard stated that our Treasurer feels that she is quite capable of doing the accounts. Abigail agreed with Richard. Deb Jewell clarified that we are allowed to have 19 committee members comprising of the 4 Executive positions and 15 committee members.

**Motion: that Lienca Nell is accepted to the WAERA SMC for 2018.**

**Moved: Rachell Nell/Ieva Peters. Carried.**

Lienca signed a confidentiality agreement.

(content removed)

**Motion: remove the portfolio of Minutes Secretary from Ieva Peters.**

**Moved: Richard Jeggo/Deb Jewell.**

### 5. Welcome by President.

### 6. Executive Decisions to be ratified.

### 7. Register of Pecuniary and Conflict of Interest.

### 8. Confirmation of Previous Minutes.

- WAERA Minutes 24<sup>th</sup> March 2018.

### 9. Matters Arising from the Minutes (Action Sheet).

**Motion: that the proxy votes that were tabled by Rachell Nell, Cara Allan and Carly Arnasson at the WAERA SMC meeting held on 24<sup>th</sup> March 2018 are included in the voting for the appointment of the AERA delegates for 2018 and any other motions that were tabled and discussed.**

- Ride Pack (Feb 2016): Abigail to create document for funding assistance from WAERA. This is still on-going and no progress has been made. Ieva asked is this going to get done as it had been on the action sheet for two years. Abigail confirmed that it will be done.
- Ride Pack (Feb 2016): Abigail to create example of ride budget spread sheet. Abigail sent it out prior to the (cancelled) meeting on 3 March 2018. There has been some feedback from Cara. It is basically a guide budget for people holding rides on behalf of WAERA. Authorisation for costs will be required. Abigail to send it out again before the next meeting for discussion.
- Strategic Plan (Feb 2017): Anne went through some points on the whiteboard about an over-arching Vision and Mission. Some discussion about the wording. Anne would like some feedback.
- Swab Course (Aug 2017): There is a course being conducted 23 June 2018. Sarah Dumbrell, Shannon Foster and Kylie Day would like to attend. Melissa Atwell is not a member at the moment, so won't be available. Cost for attending the course is not available yet. WAERA to cover the costs to attend. Don't know the costs yet. Could be around \$60 per head. Ieva suggested that if we're going to pay for people to the course then the people need to commit to do the job as WAERA swab stewards. At least one ride per year? Do they have to be EA members to do the course? If they do, there's another \$120 per person. Is Deb Symington going to attend? We need to confirm the EA membership costs, do they have to be an EA member to attend the course and cost to attend the course. Do we need three? We need to ensure that there is a commitment if WAERA is going to cover the expenses for our members to attend.
- Website (Oct 2017): "Starting out in Endurance" article has been linked to the entry form on the website. Makes the form very long to print out. Just make a link so when they're doing the entry form they can click on the link.
- Property (Oct 2017): Deb J will get the cases for the radios as she has the credit card. One case has been purchased at a cost of \$49 each from Bunnings. We need six? Deb R to confirm the number.
- Property (Oct 2017): Ride trailer/float. Terry has continued discussions with the suppliers and obtained some quotes from SW floats and Riviera. Abigail wanted to declare a Conflict of Interest with regard to the purchase of the ride trailer. Mike and Lisa Wood have submitted a quote and Abigail has a business relationship and won't vote with a quote on the table. SW floats have done it as a float. Riviera have gone off photographs of our existing trailer. SW floats is a float - quote \$24,494.29 and provided a list of what it includes and a diagram. Riviera is a trailer and have included a list. We can receive a \$3,500 discount for having a label/advertising on the side. Total cost \$20,990 but they're working on getting it below \$20,000. Caren showed some diagrams from Riviera and they include solar panels, electric brakes, electric jockey wheel, electric tail gate, downlights and a ride desk. Riviera can include a flood light on the side for the vet ring. Caren to send the quotes around to the SMC. Should we be spending this kind of money at the moment?
- CRC (Nov 2017): Investigate permanent trail markers. Nothing happening at the moment. Remove from agenda.
- CRC (Nov 2017): Rachell wrote to CRC and asked them to clarify our portion for bore expenses. No response. Don't know if anything has been paid so far or who paid for what, but the bore has been put in. No invoices received. Deb Ryan stated that the pad was put down at Easter. Deb R will talk to Robert Pimm about this.
- Education (GM Feb 2018): Robert Shaw: are there any "cloud" schools available. Rob could do this and people could go in after the event and ask questions. March 2018: Deb J to speak to Rob. Deb J hasn't spoken to him about this. Cara suggested that we can have quizzes and things and questions as the platform is quite interactive. Someone will have to monitor it.
- AGM/GM Motions (Feb 2018): motion regarding the spending at the CRC until:
  - a) *A comprehensive budget is compiled by WAERA of site works, construction of infrastructure, irrigation, electrical work, or any other expenditure required to ensure that the site would be suitable and meet the standards for the holding of the Tom Quilty Gold Cup, and*
  - b) *The budget would be required no later than 31st May 2018, and*

Richard, Deb Ryan and Ross are doing this. Richard has heaps of information and quotes. Horse hospital: We want to spend \$8k on a horse hospital as a wish list and try to comply to requests from vets. Richard has a quote for a marquee for a horse hospital for \$600. River sand for the vet ring would be around \$1,000 but would be short term. Want to spend \$4,000 on the vet ring which will be there for 10 years. Anne suggested that Richard list the choices available on the budget. Richard is trying to stop the misrepresentation of what's going on because all we hear about is what we want to spend on the upcoming Quilty. It is what we would like to spend, but we don't have to spend it to get it up to a standard for the Quilty. We have 13 showers available. We don't need any more.

Rachell suggested that maybe we shouldn't be telling members about the quotes yet as Richard Summerfield mentioned in his letter discussions about the shed, and then there wouldn't be any miscommunication. Also, the disabled shower is broken.

Deb R mentioned that Richard did an FYI at the Marathon to let the members know that progress is being made. Is that what Rachell is talking about? Don't know if a sum was mentioned.

Richard mentioned that we are in a position to spend \$4,000 on landscaping. Richard phoned the landscaper and told him we are not in a position, at the moment, to act on his quote.

Deb Ryan stated that this is a quote for on-going work, as we have already spent \$2,000 on the vet ring in the middle the year before last. The idea now is to get a load of sand and continue to top dress it after we use it, roll it and get the grass going. We have been doing that. This is not for the Quilty, this is maintenance for our rides. And a years' worth of mowing and a years' worth of fertilizing. Total is \$4,000.

Richard would like a decision to go ahead with that now. Deb Ryan would like it mowed.

Kirsten asked why does the vet ring have to be grass if there is so much maintenance involved? Why can't it be cracker dust with top soil with less maintenance?

Deb R responded that the couch grass is already there and the horses like it.

Kirsten suggested that there should be less maintenance. Too much maintenance, retic etc. Why not have a low maintenance vet ring?

Cara asked why can't we use the vet ring that we used for the Marathon as it already has sprinklers. Use the inside of the track for camping. Why not use both sides?

Anne responded that people found that area difficult to run on and it was not level. Don't mind where it is as long as the horses can present safely and properly. Will need some work.

Anne: have used those areas on different occasions over the years and it hasn't been particularly fabulous. Woodchips were removed. As long as it's straight.

Rachell asked Anne about VGIH at the FEI ride. People aren't allowed to go to their camps. No room for strapping and hold in the area that we're discussing.

Anne was concerned about the timing system, so we have to keep everything in one spot.

Deb R stated that we've only just got the reticulation system. Once the bore is connected to the retic system, once sprinklers are on we can address the weeds and no reason why we can't work on that area. Been using the centre until we get the area up and going.

Deb J suggested that we ask the shire to organise mowing from time to time.

Deb R responded that we have an MOU with the CRC and the Collie Shire supplies the race club, so we have to ask the CRC to mow the lawn. They use up their maintenance budget for the CRC race day.

Abigail asked if we need the lawn mowed before next weekend.

Deb R responded that we do. The lawn mower guy did the quote for us and he hasn't had an answer yet.

Ieva suggested that we ask the CRC to mow the grass. We use the venue 3-4 times a year and we have no say regarding a little bit of maintenance done. Bit unfair. They use it once a year.

Deb J said that we could ask. Richard Summerfield is the maintenance manager at the Shire. If it's not in the budget, then we have to do it.

Rachell asked if that quote ongoing every year?

Deb R responded, no. Once we get the sand we use it up bit by bit. She has a quote from a local guy.

Kylie asked if it is worth getting another quote from Chappells?

Deb R: we need to mow it before the weekend and the guy is keen to get it fertilized soon.

Richard will phone the lawnmower guy and ask him to mow the area inside the race track before the weekend.

Ieva suggested that we ask the CRC mow the grass prior to the FEI ride and finds it difficult as we use the venue far more than they do and we have no access to the "maintenance budget". Is that fair? Do we have any rights? We're only asking for a little bit of lawn mowing to be done.

Abigail suggested that whoever our representatives are at the CRC meetings need to raise this issue.

Richard didn't know what the maintenance budget was or what was included.

Deb Ryan stated that they won't have a meeting now until September.

Deb J suggested that mowing and maintenance can be discussed and added into the MOU.

Cara had a look at the quote. Will cost us \$150.

***Motion: that WAERA pay for the mowing of the centre of the race track in preparation for the FEI ride to be held on 5th May 2018. Cost is \$150.***

***Moved: Anne Barnes/Deb Jewell.***

***Voting: majority in favour. Ieva Peters was against the motion.***

***Motion is passed.***

- Big 3 Award (AGM/GM Feb 2018): Is this for every year? Or just for 2020? Cara to draft up a criteria and send it around.
- Trophies (AGM/GM Feb 2018): Karen Karlovsky has some trophies that we can use. The trophies are presently at Karen's house. 320 trophies to be re-purposed. These are Harry O'Brien's trophies. Cara will go to Karen's house and pick them up. Deb J has found the perpetual team trophy. Deb J will pick it up and give it to Cara.

- Confidentiality Agreements (March 2018): Kirsten and Chris have sent their forms to Rachell. Richard didn't realise that the confidentiality agreements have a 3 year shelf life. Rachell to re-send to the rest of the committee.
- AGM Awards (March 2018): End of year certificates for 40km and 20km Junior members and 1<sup>st</sup> to 3<sup>rd</sup> awards will be included.
- Website Upgrade (March 2018): Cara has been speaking with Angus.
- 100% Completion Awards (March 2018): Cara has received a quote that has been distributed to the SMC. Badges will be around \$2 each. Can get a dangly bit or can engrave on the back with the year. Cara can get another quote. Can also do gold and silver badges for 1,000, 1,500 and 3,000km awards that could go with the scrolls as well.
  - For the badges: Minimum rides distance is 240km and must be endurance rides from 80km upwards.
  - 240-399km – Green Award
  - 400-799km – Red Award
  - 800km+ - Blue Award

Deb R suggested that we award badges for the 10,000 awards. Ieva pointed out that the 10,000km awards are an AERA award. But if we wanted to do badges as well, that's fine. Ieva to send Cara the list of AGM awards on the spread sheet. From 2012.
- 1,000km Scrolls from the AGM (March 2018): these weren't done for the AGM. These were to be awarded at the Marathon. Have been printed and framed but Deb J couldn't get to the Marathon and will do it at the SGM this year or the next AGM.
- Resignations (March 2018): Rachell has written to Ross and Karly and also sent thank you letters to Summerfields and Fortsch's.
- TQ18 (March 2018): Ieva has advised Pat Hodgetts of the WAERA nominated Chief Steward and vet.
- Fundraising (March 2018): Deb J to ask Jan Skinner to do some raffles. Rachell to write to Jan and thank her for doing the raffles in the past and if she would continue for WAERA rides.
- Executive Meeting (March 2018): Cara has received no response from the Executive regarding the disciplinary letter that they sent her from the 3 March 2018 Executive meeting. Cara responded to the Executive the same day that she received her letter. Cara felt that it is not fair that she is not getting a response and to leave the matter hanging. Either withdraw it or respond to her.
 

Abigail finds it confusing about who can send out letters. So if Cara received a response from those three people, would she be happy with that or would she say that those people have no authority to act, which is the response that we've had so far?

Cara is not sure why we are discussing this again, as this was discussed at the last SMC meeting at Collie and everyone was aware of this. Things should have always been done as per the constitution and the matter should have been discussed by the whole SMC not just the Executive.

Abigail stated that "then what I'm hearing is that the response you want from Deb Jewell, Richard Jeggo and I. I'm confused. You've said you want a response and the appropriate response would be no response?"

Cara: no, what I said was, either the SMC, because it's already in the last minutes, either the SMC (and always should have been and SMC issue) needs to decide, because it's on the Action Sheet, the SMC needs to decide what they are doing with that, either throw it away because our Executive Committee shouldn't be sending me that letter, or they need to decide to pursue it.

Deb J stated that she signed it [the letter] and Deb J is now retracting it. Will be done in writing. Is that acceptable?

Cara: doesn't need it in writing. But either pursue it or throw it out and move on.
- Treasury (March 2018): Sort out the EWA invoices for swabbing. Abigail did already address this in an email to the SMC. Situation remains the same. Abigail is talking to the lady at EWA who sends out the invoices via email and has spoken to her on the phone and requested to know who was the swab steward. Our only swab steward was Deb Symington and Deb S assures that there was no swabbing at those rides. Responsibility is back on EA to prove that the expenses are ours. To this point, they are unable to provide evidence, so those invoices remain unpaid. Abigail has paid for the swabbing at the State Champs and the FEI calendar fee for the upcoming ride. Still waiting for EA to provide the evidence that we should pay.

## 10. Correspondence.

### 10.1 Correspondence Outward.

Date	From	Action
30/1/18	Deb Symington re: answers to AGM financial questions	AB
4/3/18	Letter to Ieva Peters – From Deb Jewell – see below.	DJ
13/3/18	Letter to Ieva Peters – From Deb Jewell – see below.	DJ

#### Discussion:

- **Letter to Ieva Peters – from the WAERA Executive committee (4/3/18):**

04 February, 2018

- Letter to Ieva Peters – from Deb Jewell (13/3/18):

- Email from Deb Symington and response from Abigail Bartell:

**From:** Abigail Bartell [mailto:waeratreasurer@gmail.com]

**Sent:** Tuesday, January 30, 2018 10:58 AM

**To:** Rachell Nell

**Cc:** Terry Sweeney; Ross McCamish; Richard & Vicki Jeggo; Karly; Ieva Peters; Debra Ryan; Deb Jewell 2; Carly; Caren Earl; Cara Allan; Anne Barnes; iansymo@wn.com.au

**Subject:** Re: AGM Agenda

Hi Deb,

Thank you for your email and the opportunity to clarify some things for you prior to the AGM. My responses are below in red

From the Balance Sheet

1. What is the Amortisation \$11537 Amortisation is the reduction in value of an intangible asset as opposed to depreciation of a tangible asset. In this case the asset is the use of the improvements we have made at the Collie Ride Base (as we know the actual physical assets don't belong to us). An example is the sound system that was installed last year. We acknowledge that the system will age over time to the point where it is no longer usable and we record the amortisation of that use. It gives us an idea of when we might need funds to replace it.
2. What is the Cash Draw \$7728 Cash Draw is where we record funds that have been received but not yet banked. The majority of this figure was the cheque from Jarrahdale

From the Profit and Loss

1. What is the Other Revenue \$5567 Presume it was a donation from Jarrahdale and should it be shown as such? A drill down in to the Financial Records will show that it has been recorded as a donation from Jarrahdale. I didn't create a new income account for donations as they are a rare occurrence. I should have mentioned the donation in the Treasurer's Report. I will do it verbally at the meeting.
2. Who/what did WAERA sponsor for \$4069 This figure includes sponsorship for TQ17, TQ18, WAAHA Endurance Horse Class at their show and sponsorship for WAERA members who rode in TQ17 in South Australia (This was in the form of a WAERA jacket)

When looking at the actual income and then outgoings in running rides

Income from members and rides \$66317

Expenses Food, Vets, Fees C/Points

Trophies Aera fees etc \$67743

We are losing money so should ride entry fees be increased to a level to at least break even and this still does not take into account the actual costs of running the Club.

As mentioned in my Treasurer's Report we have seen a significant shift towards WAERA run rides in the last year and I believe this has had financial (and other) consequences for our club. Many of these rides were not actually run by the SMC but rather by organising committees who didn't have an incorporated body to run the ride so did it under the WAERA banner. This means that the SMC lost a certain amount of financial control. It also meant that some ride organisers were inexperienced and really had no idea what they should be spending. I believe that this has led to some over spending in various areas. I do not believe that ride fees necessarily need to be increased although it's not a bad idea. I think people who are spending WAERA money need to be a little more careful with it. It's a difficult balancing act because the SMC is trying to help new rides get up and running. New rides can be poorly attended & sometimes financial investment by the club is required.

Our Functions costs \$5368

Functions Income \$2952

This also shows a loss

There are a few reasons for this loss:

For one function in particular payments for the meal were included with ride entries. It was very hard to track which was which. Some deposits made to the bank account had narrations but other didn't. Some attendees paid cash at the ride desk & I just received the cash with no break down of ride entries/function income/otherwise. So the function income may be higher.

There is a perception among SMC members and club members that we have a large cash reserve and can afford to subsidise these functions and various other events that WAERA puts on. This means that often what we charge for an event is less than what it costs us.

Overall I know we are a Not for Profit organisation but no business can continue to operate at this level of expenditure and have a secure future.

I agree with this sentiment. We, as a club, need to be careful of our expenditure. We need to be aware that the money we are spending is not ours and we need to be good stewards. However, there are many who are of the view that we have large cash reserves and we should get on with spending it.

One of the non-financial effects of having most rides run under the WAERA banner is that I, as the Treasurer, have effectively been a ride Treasurer every two weeks throughout the season. This has taken my focus away from the 'Big Picture' stuff like budgets, projections and financial analysis that I would like to be doing. The information gleaned from these things could then be used to better inform the SMC & members & guide them as they make spending decisions. Having recognised this the SMC and I have made some changes so that things will be different in the coming year. So, from my point of view, I feel positive that things will improve.

I trust that this answers your questions and alleviated some of your concerns. Please feel free to get back to me with any further questions.

Kind Regards

Abigail Bartell  
WAERA Treasurer

## 10.2 Late Correspondence Outward.

Nil.

## 10.3 Correspondence Inward.

Date	From	Action
22/1/2018	Jeanette Denham - Long Mount Short Ride in Ravensthorpe.	
8/1/2018	Letter to AERA from Anna Erickson.	
	Deb J – Confidentiality Form – Meaning of form and signing it.	
29/1/18	Deb Symington re: questions regarding AGM financial statements.	
18/2/18	Aspire Committee re: financial subsidy for FEI events.	
26/2/18	Cara Allan re: Associations Inc. Act and breaches by WAERA SMC.	
26/2/18	Deb Ryan - Complaint Letters re Ieva Peters and SMC.	
27/2/18	Ieva Peters – Letter to SMC following Deb Ryan's complaint.	
27/2/18	Jules Swinstead (via Ieva Peters) re: terms and cost of audit.	
	Bullying letters involving (Removed) from: Anna Jermolajew (1/3/18), Cassie Mulcahy (10/3/18), Brian Pullin (3/3/18) & Rachell Nell (22/3/18).	
3/3/18	Jules Swinstead re: terms and cost of audit.	
7/3/18	Anna Jermolajew re: bullying complaint involving (Removed).	
17/3/18	Yvonne Siegart re: confidential letter.	
18/3/18	VERA (Bronwyn Cuthbertson) re: State Vet Panel guidelines. (Forwarded to AB)	
22/3/18	Rachell Nell re: complaint about (removed).	
22/3/18	Rachell Nell re: complaint about (removed) behaviour.	
25/3/18	AERA (Tamara Atkinson) re: SMC document from March AERA meeting.	
14/3/18	Ieva Peters - Letter of Response to Executive letter received 13/3/18.	
26/2/18	Ieva Peters - Draft letter to Rosanne Pimm re: sponsorship clarification.	
6/4/18	Deb Jewell re: resignation as WAERA President.	
6/4/18	Jeanette Denham re: Ravensthorpe Ride.	
13/4/18	AERA (Kim Moir) re: Sports horse welfare and social licence to operate: Informing communication strategies – survey to be sent to WAERA members.	
13/4/18	AERA (Kim Moir) re: article required for TQ18 Year Book.	

13/4/18	Ross McCamish re: THISWA logos and correspondence.	
14/4/18	Richard & Lyn Summerfield re: letter of concern.	
15/4/18	Deb Jewell re: letter of resignation as WAERA President and AERA delegate (second letter).	
17/4/18	EWA Invoices for swabbing. 4 invoices. Total \$2,040.47.	
11/4/18	Ali Healy re: appointment as auditor and recommendation for audit.	
11/4/18	Ali Healy re: end of year books for 2017.	
20/4/18	Deb Symington re: concerns about WAERA financials.	

#### 10.4 Late Correspondence Inward.

Date	From	Action
26/4/18	Cara Allan re: flyer and information about Western Australian Council for Social Services Inc (WACOSS) provides training and resources for boards and committees on the function and elements of organisational governance.	

### 11. Portfolio Reports.

#### 11.1 Treasurers Report. (See Attachment A.)

March 2018

The month of March has seen a very successful Easter Marathon for WAERA. A significant increase in riders and a reduction in expenses has meant that the event came closer to breaking even than in previous years. I have attached here a draft Profit and Loss Report for the marathon but it must be noted that there is currently some information missing. This report is a new addition to the Treasurer's Report so please ask if there is something you don't understand. One thing to note is that the figures in this report cannot be matched up with the monthly P & L as the report parameters are different. Some of the transactions that are included in the marathon P & L occurred in April so won't appear in a March report.

Membership payments have continued to trickle in with a large portion of that income going towards the AERA fees that are payable per member.

Abigail Bartell  
WAERA Treasurer

#### Discussion:

Abigail addressed the meeting.

#### **Marathon:**

When reading this report, it is important to check what the parameters are. Profit and Loss shows a net profit for March made almost \$900 profit. Can see the breakdown of the income and expenses. Also included a P and L for the Marathon, noting that at the time of generating the report all the information wasn't available. There is still information to be gathered. Can't give a final P and L at the moment. My anticipation in knowing what information is missing, Abigail can't comment on whether we made a profit or loss as she needs to have all of the information available to her. Also, Rachell raised the issue of the hay and whether we made a profit or loss, and whether people took hay without paying. Abigail doesn't have all of the information at the moment. The figure that Rachell put forward in her email where she suggests that if we had sold all the hay that we purchased, we would have made \$2,115. The main reason we purchase the hay for rides is not to sell, it's for checkpoints. We are not going to make \$2,000 from the sale of hay because we use some of it ourselves. There is still some hay at Collie. Don't want members to be concerned that hay is missing or money is misappropriated. There is a \$700 gap with Rachell and Abigail's figures. The reality of the situation is, that's not the case.

Rachell was concerned as it's been 4 weeks since the Marathon. How long before we can have the information? We are buying things for our members, which is good, but we have a responsibility to tell the members what we are doing with the money and at the moment, we don't know where that \$700 has gone. We need to be accountable.

Abigail responded that when she has all of the information required to finalise a proper profit and loss for the Marathon, she will send it out. It's not just the hay information missing. We need some embroidery to be done, which has been done and Cara has the invoice. Also need to include the hay and a couple of other things. We've never had profit and loss for a ride, and all of a sudden there's this pressure that it has to be done 2 weeks after a ride because we have \$700 of members funds that we don't know where it is. That's not an accurate representation of what's happening, and Abigail feels it's creating unnecessary drama.

Rachell responded to Abigail, do you agree that our club's losing money? We have a Quilty coming up and the finances are critical. We need to have things ready because we have 4 weeks to present quotes to

members and work out where we are financially before we can approve those quotes, so it is critical to have all that information because we have to make financial decisions soon.

Richard stated that it's critical at all times and nothing to do with what's coming up, we should always know where the money goes. It's nothing to do with the Quilty or anything else. We should always be aware of where members' money is. There is a time frame for the Treasurer to work with and undue pressure is being put on the Treasurer, and it's not fair.

Rachell stated that this is why she offered to support her.

Deb Jewell asked Deb Ryan to clarify how much hay is left in the shed at Collie.

Deb Ryan responded that we have 3 bags of chaff at \$25 each, and 24 bales of lucerne.

Richard stated that there is stock in hand and there's going to be a balance and the shortfall is what went out on course. We don't know how many bales went out on course.

Rachell responded that we should know.

Deb R stated that the hay is a small dip and she doesn't know why we're focusing on the hay, except that Rachell's order didn't come through to her and it was late.

Richard stated that the easy answer is don't do the hay and let the members get their own hay.

Rachell suggested that we can do it pre-pay. Everyone is happy to pay for it. We must be careful.

Deb Ryan stated that she didn't want to do pre-pay as she sold a lot of hay that wasn't ordered.

Abigail continued her report.

### **The Westpac accounts:**

Abigail was sure that in the previous minutes it would be stated somewhere that she was unsuccessful in closing the accounts. Abigail has been back to Westpac after Ieva advised the SMC that they were still open. The signatories on those accounts are no longer on committee and Abigail doesn't think they are even members any more. So, therefore it is difficult to close bank accounts when you can't access the signatories on the accounts. Westpac said they would accept the minutes listing the current members of the committee and a request that those account be closed and that we are unable to ask the current signatories to action it. Has been prepared that minute and get a motion done today and go into the bank on Monday and close the accounts given that they do accept this minute. It is a complicated situation when the signatories aren't available. Westpac won't tell Abigail who the signatories are. Abigail would like to get this organised today and get it signed by two members of the SMC and close the account.

### **Insurance Renewal:**

Received a renewal this week from Elders who insure our trailers and Abigail wants to present it here for approval before renewal. Policy covers the ride trailer and water trailer and radios and \$1,000 for computers and unspecified items to the value of \$13,000. Cost of policy is \$1,659.63 for 12 months. Abigail can seek further quotes. Expires 26<sup>th</sup> May. Do we renew the policy or seek quotes and send them around on email for approval?

Cara stated that we had already discussed this several meetings ago to get quotes.

Abigail responded that we discussed this last year and then renewed the policy.

Cara asked if we ever got any other quotes?

Abigail stated that she was not instructed to get quotes.

Chris asked if the trailer stuff worth that much money?

Abigail responded that replacement value is way more than that. Radios are covered as a separate item.

Trailer is covered for \$10,000. One of the things that Abigail is not happy with, is that Elders has stuff that is specifically excluded unless we actually ask for it, i.e. theft is not covered unless you ask. Would suggest that the trailer insurance is simply for the trailer, not the contents, but it doesn't say that the contents of the trailer are excluded.

Chris asked, what about a horse float worth \$20,000, you pay \$500 to insure.

Abigail responded that's why we're suggesting to get a quote.

Ieva suggested that Abigail speak to Louise Gray at Elders and ask her upgrade the quote to our requirements, as well as get another quote.

### **Training/Grant Funding:**

Another thing that Abigail has been working on is the grant funding for training and Abigail would like to know if she should continue with the grant process. Abigail doesn't want to waste people's time if we are not doing this.

Rachell spoke to Deb Symington at the Marathon and Deb suggested that the EA has similar courses for free. Cara has also got some information and the cost is significantly less.

Abigail would like to nominate a person to look at all the options and present us with an overview of what's available. Cara suggested that we put a time frame on it. Abigail will do this and can definitely have something by the next meeting but will send something out in the next three weeks.

Deb Ryan went to the grants meeting in Collie. They said grants were available for training purposes like coaching clinics. Deb R also mentioned swabbing stewards. Abigail will have a look at this.

### **Further Discussion:**

Ieva had some questions regarding the Westpac accounts. The total amount that is in those accounts is \$756.43. They are listed on the balance sheet in March 2018 as \$2,639. This shows a discrepancy of \$1,882.57. Why is that? Abigail responded that she has not had any access to information regarding those accounts. Abigail's plan of action is to contact Jules Swinstead, who has access to those accounts and ask her for transaction lists so that Abigail can bring the accounts up to date. Ieva stated that Jules has suggested that Jules could try to close these accounts and get the funds transferred to the Bendigo Bank accounts if the committee requests her to do so in writing and would need it minuted at the SMC meeting showing that the accounts were to be closed. Jules thinks that she may still be a signatory. Abigail will do this. Ieva stated that we had already passed motions in January 2016 about closing these accounts. Does Abigail need all that information again? Abigail needs it minuted that none of the current SMC members are signatories on the account and they need to be closed. Ieva suggested that Abigail put forward an appropriate motion to close the accounts.

**Motion: that the current State Management Committee of the Western Australian Endurance Riders' Association Inc. request the following accounts held at Westpac are to be closed and any funds remaining to be issued as a bank cheque.**

**The following accounts are:**

**BSB036 087, Account number 127753**

**BSB036 032, Account number 438925**

**The current members of our committee are:**

**Deb Jewell, Richard Jeggo, Caren Earl, Terry Sweeney, Abigail Bartell, Anne Barnes, Deb Ryan, Cara Allan, Ieva Peters, Chris Haddon, Kirsten Melis, Rachell Nell, Carly Arnasson, Terry Sweeney, Lienca Nell, Joanne Van Uden and Kylie Van Uden.**

**None of the above being signatories of these accounts and the current State Management Committee being unable to request action from the current signatories.**

**Moved: Abigail Bartell/Richard Jeggo. Carried.**

Chris has purchased the white sight wire for the fence at the race track near the vetting area. Total: \$119.88. There is also fuel involved.

Abigail went through the process of reimbursement for the new members of the SMC. If they spend money on the club's behalf there is a reimbursement form available, fill out the form, list the invoices paid on behalf of the club and request a reimbursement. Chris asked if you need permission to pay him back? Abigail responded that for things like that, generally not. Ieva required clarification about Chris's fuel costs. Fuel was around \$200. Richard pointed out that we've just decided that this is not necessary. Chris is claiming for wire and fuel. Also, while Chris was de-marking the course his front driver's side window was accidentally broken when he tapped it with a hammer and cost him \$100 excess and would like to claim that. It was agreed to reimburse Chris the \$100.

Rachell asked if we can put in place a procedure about this kind of thing. It's never been raised with the SMC. If we all start asking for money back as it's a lot of money. Can we have a procedure where we don't do that. Rachell is just trying to improve things.

Deb R: it has been, years ago and has claimed several car mirrors over the years.

Abigail stated that it has been assumed that volunteers do marking and demarking are reimbursed.

Rachell is concerned that the costs could get out of hand we need to keep control of how much is being spent. Before we know it, we have a large bill to pay. We need to put a cap on it and put something in place so we don't overspend.

Deb Ryan suggested that we stop marking the courses and Rachell is plucking figures out of the air.

Abigail feels it's important and she wants to be part of a club where we value each other and the volunteers who put so much work into the rides that we enjoy. Don't want a culture where we make our volunteers feel like they are stealing or taking too much, because that culture means that we no longer have volunteers and can't have rides because everybody feels used and abused. We already have volunteers stepping down from jobs they have done for years as they're made to feel they are doing something wrong and taking advantage of their club somehow, and misappropriating members' funds. It's not happening but people are being made to feel this way. People worked so hard at the Marathon to put on that ride and it was a good ride and those contributions by those volunteers are being torn apart and criticised over things that aren't even accurate. Please, can we stop tearing each other apart.

Rachell asked Chris if she made him feel like that? That you can't volunteer for WAERA.

Chris responded that no, but he thinks Abigail is talking about a larger picture.

Rachell didn't point at any one in particular and didn't make anyone feel like that. Just wanted to make that clear.

Deb Ryan said that Rachell did make her feel like that about the hay, and Rachell had no information and made assumptions.

Ieva thought Rachell's suggestion was quite sensible and didn't think that anyone should take it personally. This is about all of us. Just because we don't all go out and mark a course doesn't mean that our contribution isn't just as important.

Richard doesn't know how much time he's put in goes to Collie for a Busy Bee, goes to Margaret River to get the ride trailer, get the scales and doesn't put in a claim for fuel and doesn't want to. What's Rachell's problem with everything that's done.

Rachell responded that no one can volunteer, but suggested that we put a cap on these things. If ten people spend \$100 each, things get out of hand. This is what happens every time we put in a suggestion, it gets blown up!

Rachell suggested that we do a budget. We need to control what is being spent. If everyone comes back with bits and pieces, don't mind paying them back, but if it happens a lot and may get out of control and adds up. Put a figure on things. Then we all know we have to work within the budget.

Abigail asked Rachell if she is suggesting that the budget that's being put together to guide spending at rides, would that be what Rachell is looking for.

Rachell agreed, that would be included in the budget and give us something to work with.

Kirsten asked, so we've got the budget, but what do we do when the budget has been reached?

Rachell responded that it would be for each person.

Chris stated that there is an enormous amount of extra work for the marathon as there is 180km of track, plus Chris did the water cart as well.

Rachell responded that we should just give them a cap to work with. If there's more work involved, sure, WAERA would take things into consideration.

Deb Ryan would be happy to hand over the course marking to Rachell. Rachell is saying that Deb has been overspending her fuel.

Chris responded that Rachell is not saying that, and agreed to have some sort of a cap and to supply receipts and would have a fairly good idea what the costs would be. If it goes over, then Abigail can ask the questions. Joanne suggested that you have a budget and the amount over has to be approved at a meeting. Silly having to ask for every cent and dollar. If it's less than the budget, fill in the form, send it to Abigail for reimbursement. Anything over that gets discussed at a committee meeting.

Deb R stated that this was discussed a number of years ago and she has been going on what was done back then. Didn't used to put in a fuel docket, so for the last few years have asked for fuel to be reimbursed.

Richard stated that if there's a cap on it, it makes no difference. Gotta stop people abusing it. Nothing to do with capping, it's about being responsible and being able to trust them. If we think we should put a cap on it, then fine. Is it necessary, or not?

Abigail responded that if we're talking about putting together a budget to guide people and include fuel costs. If it goes over, then it comes to the SMC if it's under it's OK. We have a budget for 80km rides, but the Marathon would obviously be different.

Joanne mentioned that after her ride last year she wasn't sure what she could and couldn't do. Need guidelines to follow.

Richard stated that we have in the bank, cash in hand, \$139,000. There's so much talk about the \$60,000 loss. Would like to see somewhere in the past years where we've had \$190,000 in the bank.

Abigail responded that's not how it works.

Richard knows that purchases have been made and our assets go up, but for us to have lost \$60,000 in two years, that does need explaining.

Abigail responded that without having the end of year financials in front of her, she can't give the exact answers. For example, one of the figures in the balance sheet for the for the end of March is accumulated depreciation and amortisation and also depreciation on the computers. If you add up those figures, you're looking at \$28,500, maybe \$29,000. That's not an actual dollar amount. That money never existed. It's not like we had that \$30,000 in our bank account and it disappeared. It's depreciation, it's the loss in the value of the asset.

Richard replied that that's why he asked about the \$190,000 in the bank. There are people quoting in no uncertain terms, that WAERA have lost \$60,000 in two years, which is not true.

Ieva had some further questions. \$5,000 cash with drawn from the Bendigo Bank on the 28<sup>th</sup> March 2018. What was that about?

Abigail responded that because on the 31<sup>st</sup> March and the 1<sup>st</sup> April, we held the Easter Marathon. If you look at the balance sheet for 31 March you will see that the cash drawer had \$8,291 in it and that would include \$5,000 that was withdrawn from the bank and would also include part of, in the profit and loss you will see \$3,892 some of that money would have also been included in that \$8,291 because it was collected from the ride desk from Caren Earl on the Saturday afternoon of the 31<sup>st</sup> March. That's where that \$8,291 figure comes from. Then in the profit and loss for the Easter Marathon that we paid \$4,662 to vets, which is paid in cash, and \$1500 cash to the SES. Therefore, Abigail withdrew \$5,000 from the bank account on the Thursday before the Marathon to ensure that she had enough cash to pay expenses that she knew would come up at the Marathon.

Ieva asked if we could be paying these people via electronic transfer or by cheque. Do we get receipts?

Abigail replied that if we want to change our current arrangement with the vets and the SES, somebody would need to approach them and re-negotiate. When Abigail took the job on as treasurer, she was told that those two expenses were paid in cash and that is how she has continued. If the club wants to change that, the club needs to approach those people and re-negotiate.

Chris stated that when they had the CETRC ride last year, we paid the vets via electronic banking and found that was a good way of keeping a record and there were no cash payments. Everything was paid via the bank. Chris: when we had a ride last year via the bank.

leva asked that we have no more cash withdrawals and that everything is to be paid via bank transfer or cheque.

Abigail asked if someone was going to approach the vets and the SES about this, or should she do it?

Rachell asked for clarification about the amount we pay the SES. Is it \$1,500 or \$1,800?

Abigail responded that for the Marathon she paid them \$1,500.

Rachell suggested that we write to the SES and advise them we would pay via bank account. They haven't responded about the MOU.

Abigail suggested a face to face conversation, followed by a letter. Can she pay them cash for this weekend's ride? With Trybooking we have less cash. The reality is we are still going to accept cash payments, but not making cash payments. Abigail is happy with that. Do we need to speak to the vets, or can we send them a letter?

Anne replied that it's probably best to approach the vets on an individual basis.

Abigail suggested that she contact Anna Erickson and find out which vets are doing the rides so she can confirm how to pay them. It was agreed that Abigail was to contact the ride secretaries and find out who the vets are for each ride, and negotiate with the vets regarding their ride payment and the method.

Anne also suggested that the ride pack we mention that the vets are to be paid electronically.

leva had a question about the 31 Dec 2017 balance sheet from the AGM. Shows "less accumulated depreciation" in the fixed assets as \$13,150, less amortisation of \$11,537 which gave us a total of \$169,487. Yet in the balance sheet from the meeting held on the 13 January 2018 and those figures have changed, which showed an increase in equity. Why do we have two documents, both "as at 31 Dec 2017" and the figures have been changed? Changed the total assets figure from \$169,487 at the AGM, to \$178,822 in January. This has been pointed out to leva by a member.

Abigail responded that she would have to look at the two statements. The balance sheet of 31 March still has the figures the same.

leva also has a spread sheet from Deb Symington (paper copy given to Abigail at the meeting), who has been doing some comparisons regarding the profit and loss from 2014 to 2017. Deb S has asked 15 questions, so leva is tabling them on her behalf and leva asked that Abigail respond to them.

leva also mentioned that, for the record, Jules Swinstead used to do a profit and loss per ride.

Joanne made a suggestion for Abigail has Joanne has been a past treasurer for many years. To stop any innuendo regarding cash withdrawals, don't make them. If you need to make a cash withdrawal, use cheque with two signatories. Then it's not on you. It's been voted on, and it's two people making the decision. You don't need to take the responsibility. Electronic transfers - most definitely, but done by two people. Don't do cash. General agreement.

***Motion: that the Treasurer's report is accepted.***

***Moved: Richard Jeggo/Joanne van Uden. Carried.***

#### **11.1.1 WAERA Audit.**

***Motion: That the WAERA immediately conduct a full and comprehensive audit of WAERA's financial accounts for 2016 and 2017.***

***Moved: Ieva Peters/Cara Allan.***

#### Discussion:

The reason that leva has brought his up was not because she has an issue with Abigail or what she is doing. leva has brought this up because there is a lot of campfire gossip and a lot of talk going on about why we have had a \$60,000 loss over the last two years. As leva said in her email, it would be prudent to protect the WAERA treasurer and the SMC and leva suggested Jules Swinstead because she is familiar with the role and she knows what it's like to get a tin of money shoved at you with pieces of paper, and leva thought that she would be a fair person to approach. leva approached her before the March meeting was cancelled with the intention of bringing all of the information with her to present at the meeting. It wasn't about being nasty. leva recalled that Jules was now qualified as a CPA. Jules has given us a quote which is \$700 for two years and Jules feels that there is no conflict of interest for her, and she is willing to do it. leva did this as she felt it was necessary and would stop the talking and would protect not only Abigail, but the rest of the SMC. leva gathered the information to be tabled on the 3<sup>rd</sup> March (which was cancelled), so we didn't have to go backwards and forwards and we could make a decision on the day.

Abigail's first question is, given that the books have already been audited. leva corrected that the books have not been audited. Abigail asked, what will you think an auditor may or may not find, that you think will change the result? Audit is simply a checking of invoices and proof of payments. Or the other side, here is the income compared with bank deposits and transactions. Abigail doesn't see how it is going to explain to members the loss. It's not a look at where the money went as far as, did we spend too much on this or did we have not enough income. It looks at are the financial records presented a true and correct record. Which has already been checked. So what do you think another audit is going to find.

leva responded that firstly, we didn't have an audit. We had Ali look at the books. And as a point of order, the actual letter from Ali didn't come in until after the AGM, on the 11/4/18, so there was no letter from Ali saying that she had done anything that was tabled at the AGM. There is also a letter from Ali suggesting that next time, we have an audit done. There is also a letter from Richard and Lyn Summerfield asking for an audit. Abigail responded that with regard to the letter from Ali, she agreed with the email that Rachell sent where she suggested to Deb Jewell that the auditor's report should be presented with the financial statements for inclusion in the agenda at the AGM. Abigail agrees with that. However, what was the date of our AGM? 10<sup>th</sup> February. What is the date of the close of our financial year? 31<sup>st</sup> December. So then, the treasurer and the auditor have five weeks, not even that much, because all the agenda items have to be sent to the secretary prior to the AGM which is about two weeks prior to the AGM. So mid-January you're expecting a years' worth of accounts to be audited and a report to be sent to the secretary.

leva suggested we have the AGM later.

In Abigail's opinion it's not possible for the accounts to be audited within three weeks and it would be unfair of us to expect a volunteer to do that. If we're paying someone we would ask them if that's possible and get a quote. In the reports for the 2107 year, it wasn't doable, particularly given that Ali was away on holiday. Ali emailed her auditor's report prior to the meeting, which Abigail read out, probably should have forwarded the email from Ali. Abigail apologised for that oversight. Abigail asked for the letter later and it was received in April.

Rachell asked, why do members have to give us a reason to have the books audited. If it's a request from members, why can't we just do it? Why do they need to give us a reason?

Abigail is just asking what we're looking for because Abigail is trying to make a decision as to whether or not she is going to vote yes or no for this audit and wants to know why leva wants an audit.

Carly mentioned that Karly Elliott's partner had offered to do an audit for free.

leva responded that that could be a conflict of interest. Can't have a family member doing it.

Abigail: Julia is not a member. Julia was the WAERA bookkeeper for part of the period that she has agreed to audit. She was the WAERA bookkeeper until mid-2016.

leva disagreed.

Abigail took over as Treasurer in December 2015. Julia was the WAERA bookkeeper for the first six months of Abigail's time as Treasurer.

leva suggested that we find someone else, and didn't particularly care who it was, as long as it was done.

Lienca didn't think it was necessary to pinpoint anything. Sometimes it's just about doing it right. It's a volunteer role. It's another set of eyes looking over stuff. If someone was to walk into Lienca's office and say they were doing an audit, Lienca would let them go for it. It wouldn't be a problem because I know everything is right. It's not about saying what's wrong. Sometimes just another set of eyes to make sure it's been done right.

Abigail replied that that has already been done.

leva, once again, stated that an audit had not been done.

Joanne asked if Ali was a certified accountant?

Abigail responded that Ali is a bookkeeper. According to our constitution, a member of our club can go through the books and check. An audit is just a comparison between the invoices and transactions. We have chosen someone with a financial background because they have a better idea.

Joanne stated that people are looking for an explanation and knows where Abigail is coming from in regards to the depreciation etc. Sometimes it's just figures on a piece of paper and doesn't mean that you've lost \$60,000 in cash, and maybe having someone do an audit can then give explanation. It's just someone else's opinion.

Abigail responded that's not what an auditor does. If you wanted an explanation perhaps there's a different approach you can take to get the answers that people are looking for. Like what Tegan Symington has done with the comparison of the figures. Abigail is quite interested to have a look at that and see what it reveals. It's what Abigail put in the Treasurer's report, decrease in membership, decrease in ride entries, increase in costs. Quite interested to see the comparison over the years, and that would give us more information than somebody just looking at an audit. Abigail's second concern with the request for the audit is that Abigail was told that it's really only about trying to block Collie as the venue for the Quilty.

leva asked who was doing that?

Abigail responded that leva would have a recording of that.

Yes, leva does have a recording, and leva can tell you categorically that she is not trying to block Collie. Did you all read leva's AERA reports from the last meeting? Yes. And what did leva say?

Abigail responded that it doesn't really matter what leva said.

leva said in her reports that she can't wait to get this going at Collie and make it as good as it can be.

Abigail stated that it was not leva who said that calling for an audit was about blocking Collie. It was somebody else who said that.

leva responded that you're asking her, and she's telling you her opinion.

Rachell's question is, can an audit block Collie? An audit can't block Collie. An audit is just to get an idea of the books and has nothing to do with Collie. Collie is the Quilty venue.

Abigail asked Rochelle if she was rescinding about what she said about an audit being to block Collie?

Rachell responded that it doesn't block Collie.

Abigail said that Rachell said that the call for an audit was about trying to block the Collie venue. Rachell required clarification about when she said that? Abigail said that it would be at the meeting that Ieva would have recorded. Rachell has the recording and will check, but she didn't say that, but she knows that the quote would block Collie. Abigail's point is that she doesn't have a problem with people requesting an audit. She has nothing to hide. What Abigail objects to is members doing things with a different agenda.

**Voting regarding the motion as tabled.**

**For the motion - Ieva Peters, Cara Allan, Joanne Van Uden, Kylie Van Uden, Rachell Nell, Lienca Nell, Kirsten Melis.**

**Against the motion - Carel Earl, Terry Sweeney (proxy), Deb Ryan, Abigail Bartell, Deb Jewell, Richard Jeggo, Chris Haddon.**

**Carly Arnasson abstained.**

**As there are equal votes, the motion is lost.**

Richard suggested that we do organise a 2016 and 2017 audit to be presented for our next AGM, as well as 2018. Joanne felt that this would be rumours to bed.

**Motion: that the financial accounts for 2016 and 2017 are audited in preparation for the AGM 2018.**

**Moved: Richard Jeggo/Joanne van Uden. Carried unanimously.**

Ieva asked, so why not just do it now, as per our members' requests? It's going to be done anyway. Nothing's going to change, so why not just do it now?

**Motion: That WAERA request that the above audit is conducted by Swinstead Accounting Pty. Ltd.**

**Moved: Ieva Peters/Rachell Nell.**

Jules Swinstead is a Certified Practising Accountant and meets the requirements of an audit. Jules has supplied a written quote: \$350 per year, total \$700. Her requirements are listed in the email quote. Richard stated that Jules shouldn't do it as she was the WAERA bookkeeper for part of that period. Ieva referred to Jules email where Jules stated that she has carefully considered the matter and feels she is able to meet the independence requirements.

Abigail said that it would be like Abigail auditing the books.

Richard suggested that we get some more quotes for the audits.

Joanne will get some quotes and forward the information to the SMC.

Abigail has the information and she will forward it to Joanne and get 2016 and 2017 done as soon as we decide on somebody, and 2018 to be done after 31<sup>st</sup> December.

**Voting regarding the motion as tabled.**

**For the motion – Ieva Peters, Rachell Nell, Lienca Nell and Cara Allan.**

**Against the motion – Joanne Van Uden, Kylie Van Uden, Carel Earl, Terry Sweeney (proxy), Deb Ryan, Kirsten Melis, Abigail Bartell, Anne Barnes, Carly Arnasson, Deb Jewell, Richard Jeggo and Chris Haddon.**

**Motion is lost.**

**11.1.2 Westpac Accounts.**

*The two Westpac accounts still open and active - Two accounts: 036-032 438925 and 036-087 127753.*

*Balance is \$2,639 according to the Treasurer's financial report.*

*Already discussed.*

**11.1.3 Marathon Hay Sales.**

**From:** [WAERA Sec](#)

**Sent:** Tuesday, April 17, 2018 12:47 PM

**To:** '[Abigail Bartell](#)'

**Cc:** [Anne Barnes](#) ; [Cara Allan](#) ; [Carel Earl](#) ; [Carly](#) ; [Chris Haddon](#) ; [Debra Ryan](#) ; [Ieva Peters](#) ; [Kirsten Melis](#) ; [Richard & Vicki Jeggo](#) ; [Terry Sweeney](#)

**Subject:** RE: Treasurers Report for SMC Meeting

Hi Abigail,

I just had a look at the P & L for the Easter Marathon.

Just a couple of Questions...

Is there a lot of bales left over? (there shouldn't be a big amount left as they load to the amount ordered)

*How many bales were used for checkpoints?*

*The income and invoiced amount is significantly different.*

*We charged members extra for the hay and chaff so we should've made money and not lose money. (FB post below)*

*If my calculations are right (without knowing what has been used at checkpoints or what's left over) we should've made the following.*

*65 x 20 = \$1300*

*17 x 25 = \$425*

*26 x 15 = \$390*

*Total- \$ 2115*

*The income on the P & L is only \$ 1420 Incl GST*

*Does WAERA pay and claim GST?*

*Thank You*

*Rachell Nell*

*WAERA Secretary, waerasc17@gmail.com*

Already discussed.

## **11.2 Secretary.**

Rachell has received a letter from Cassie Mulcahy from last night. About financial report and Ieva Peters.

## **11.3 Veterinary/Horse Welfare/Early Warning System.**

- EWS: [removed]
- TPR Course: Anne has lost the names of the people that did the TPR course. 5 people?
- Vets: Arun needs to get his FEI paperwork sorted so that he can be a line vet for the FEI ride. Alternative is Rosemary (Murdoch) as she is an FEI vet, she is an experienced endurance vet and Emma Connell is also OK to vet. There may be additional costs involved. Nick did well at Bridgetown. No treatments at Bridgetown.

## **11.4 Ride Calendar 2018.**

- Quindanning 16<sup>th</sup> June:  
Has been cancelled because of the \$750 cost for the venue hire. Deb J has been talking to Shannon in consultation with the race club and it turns out they are not keen to have us there and won't negotiate the fee to hire the venue. Is WAERA expected to cover the gap at Collie? Not at this stage, but nobody has approached Deb J as yet to fill the gap. Plan B would be Collie if necessary. There will be a month between rides. Perhaps people are looking for a break? Deb R would need 8 weeks to put the date in to DPAW for a ride at Collie, and there is also the burn programme to take into consideration. Ieva suggested we put the date in to DPAW and retract it if we can't find an alternative ride. Agreed. Deb J suggested \$400 venue fee for Quindanning, which was not supported. Deb R suggested that we can hold the ride there, but the entry fee would need to be raised to cover costs. Deb J is not sure if Shannon is still prepared to go ahead with the ride. Other option was someone run a ride at Wandering. Anne Airey can't do it. Could be a no frills ride. Manjimup is not an option.  
Quindanning entries last year: 21x80km 18x40km and 15x20km = 54. Would need to add about \$15 to the ride entry to help cover the costs. Run a raffle at the ride. Can we also seek some sponsorship? Kirsten will sponsor \$100.  
Ieva suggested that we need to find volunteers for the checkpoints and not pay SES. That's where our money is going. If we can't find the volunteers, then the ride fees have to go up to reflect what it actually costs to run these rides, particularly when we're paying the SES for checkpoints.  
Cara would like to support Shannon's ride. We need sponsorship and support outside of entries to make money from this ride. Cara has crunched some numbers and that ride won't make money. We need to really drum up some sponsorship. Cara was talking to Deb Symington at the marathon and because the Avon has folded, they have some money and are happy to support new rides. They are supporting Greenhills. Write to the members and ask for support and sponsorship from the members. Letter from Cassie to help for sponsorship. Deb J will talk to Shannon.
- Ravensthorpe 2<sup>nd</sup> June:

Jeanette made an assumption that her riding club was going to be running the ride. Ravensthorpe ride will now be a WAERA ride. Jeanette's email was able. Jeanette has organised the trophies, etc. and most are sponsored, but there will be other costs that WAERA would be responsible for i.e. vets, travel, CS. June long weekend could be helpful with attendance. Last year, one of the vets donated their time. Can we ask if this can be done again? leva asked for a budget please? 22 horses last year and it was a 2 day 160km. Perhaps an 80km on each day may be more popular. An 80km for Sunday is planned. Jeanette has organised one vet (needs another one) and one CS, but would like another CS for one day, some BC awards are covered. WAERA to provide completion awards. Cara doesn't get the embroidery done on rugs prior to the ride as she has about 15 embroidered rugs in her garage. BC rugs cost us around \$80 inc. embroidery. Not sure if Jeanette can get the ride trailer, but she will need it for the ride. We need to know the costs. Deb J will speak to Jeanette.  
leva brought up the email sent to Jeanette by Richard Jeggo:

*Email sent to Jeanette Denham by Richard Jeggo 16/4/18:*

*From: Richard Jeggo [mailto:rjeggo@bigpond.net.au]  
Sent: Monday, 16 April 2018 5:53 PM  
To: Jeanette Denham <jeanette.norman1@gmail.com>; WAERA Secretary <waerasesec17@gmail.com>; Abigail Bartell <waeratreasurer@gmail.com>  
Subject: RE: Long Mt Short Ride*

*Hi Jeanette, not quite sure I understand what you are saying, if you have your own certificate of insurance then you can do it in your or your local clubs name if not then it must be under the umbrella of waera, hope that answers your query. Not sure why this was so specific in its email address, if you agree then this will be send to entire committee including president, look forward to your response.*

*Regards Richard.*

This is absolutely the incorrect information. All WAERA affiliated rides **must** be covered under our insurance, nobody else's. Rides can be run by local incorporated clubs, but the insurance coverage must be done under our policy. We have a specific policy designed for us and our requirements and we must go through WAERA, AERA and Newmarket Grand West. This is not negotiable.

- Dryandra 14<sup>th</sup> July:  
Will be a 160km elevator, plus 80, 40 and 20. Can she do a 120km elevated ride as novice horses can't enter a 160km? No 80km. Deb J will speak with Anna.
- Collie Classic 30<sup>th</sup> June:  
This is a CETRC ride.
- FEI ride 5<sup>th</sup> May:  
We desperately need volunteers. leva will do ride entries on Friday afternoon and computer all day Saturday. Cara can help leva on Friday afternoon. Abigail gave either the cash tin. Wayne van Uden will do the water cart. Glenn Dix is the course co-ordinator and can show where the water points are. No Junior or Youth as it wasn't included in the calendar application. Vets seem to be organised. Tom and Lou McCormack are coming over on the Wednesday prior and will stay with Deb Symington. Lou needs to inspect the course on Thursday. Jane is taking care of the FEI entries. Accommodation for Tom and Lou is booked in Collie. Diana McGirr wants to be involved with the ground jury. AERA Chief Steward is required. SES are doing the checkpoints. Jane has sponsorship to cover all the FEI prizes. Would be good to award the youth prize and go ahead with it. So if someone is eligible to ride as a youth, award the youth trophy, even though there is no youth section.
- Calendar 2019:  
Request from Carly Arnasson to hold extra 160km rides in 2019 as Quilty qualifiers.

#### **11.5 Sponsorship & Fundraising.**

- Raffles to be conducted by Jan Skinner for WAERA rides.
- Sport and Recreation Grant schemes (Deb Ryan).

#### **11.6 WAERA Awards and Trophies.**

- Cara Allan has received a quotation from Allsport Trophies for the 100% completion badges (sent separately).
- We need some more Best Managed Certificates for the ride trailer. Cara will do this.
- Deb Ryan mentioned that the prizes at the Marathon weren't well received. Frances got a heart rate monitor and a camel pack for best managed award. Marathon prizes need to reflect the awards. We have a lot of prizes and awards already in hand and must be used. They are good quality prizes and sometimes it's hard to please everyone.

### 11.7 Property.

Nothing to report.

### 11.8 Merchandise.

No orders planned at the moment. Existing merchandise has been moving. Blast and FB posts didn't sell anything. Current supplier will do minimum orders of 5-6 items. Cara has also found a supplier who will do one off items, but could take longer.

### 11.9 Chief Stewards and TPRs.

- CS are organised for all rides except for FEI ride and Quindanning.
- TPRs lists on the CS reports can be confusing, could be a TPR or a vet student. Richard would like to recorded by the CS to identify everybody and what their status is. The CS wants to know, are they provisional, qualified or a vet student? Information needs to go into AeraSpace about who the TPRs are at the ride. It has come up again about TPR qualifications – they need to do 3 whole rides to qualify. This matter was also raised in the Bridgetown Chief Steward's report. What about if they do what they can after riding i.e. a few hours at a ride. All this eventually adds up to 3 whole rides. It took Chris 9 years to get qualified as a TPR because he never did full rides. Ieva will talk to Steve Swan and Gerard Bou about this.
- Marathon Chief Steward's report:  
Ieva raised the matter from the CS report. The CS felt the TPR was being unnecessarily rough taking a heart rate and had caused the horse discomfort. The CS checked the situation with the handler and they were upset with the roughness of the application of the stethoscope and felt that if the horse had been slightly sore this would have made matters worse. [removed] is now upset that he wasn't approached about this by the CS and how the matter has been handled and is not keen to help out any more. Richard to talk to [removed] and the Chief Steward about this.
- Jarrahdale Chief Steward's report:  
Ieva raised the matter from the CS report. Reference was made by the CS about a rider using very long split reins. Though rule 57.2 does not specify split reins, it does enable the whipping of the horse – this requires clarification via the website and the newsletter. A conversation regarding their legality took place and in the interests of not creating an unnecessary negative atmosphere at the departure gate the rider was allowed to start. The reason provided by the rider was that their horse was inclined to shy and they needed the additional length of rein to keep hold of the horse in the eventuality that they parted company. The rider approached the CS after the ride and apologised for their behaviour. Ieva asked if further action is needed. For example, articles, FB, etc. Richard has spoken to the CS and it has been sorted.
- Bridgetown Chief Steward's report:  
The CS report has been received, as well as an additional document. Serious concerns regarding the behaviour of a horse [removed] at the ride. The horse was dangerous and misbehaving badly in the vet ring. Rope halter was used and there was no bull bit and no chain. The rules are quite clear about horse behaviour (Rule 55). The CS spoke to the rider on the day. Rachell to write to the [removed] (non-member) regarding the behaviour of her horse [removed].

### 11.10 AERA.

- TQ18 Year Book: article required from WAERA by May 2018 (one A4 page article with pictures). Who is doing this? Carly Elliott is doing this. Cara will chase this up.
- AERA Minutes: minutes from the March 2018 meeting have been circulated.
- AERA Delegate: Richard Jeggo raised the matter of voting of the AERA delegate to replace Deb Jewell following her resignation. Richard has nominated himself. Ieva asked why this has been brought up again. We explicitly discussed this at the last meeting (24 March 2018), and Richard was specifically asked if he wanted to be an AERA delegate, to which he responded that he did not. Deb Ryan was also specifically asked and declined. So from that March meeting, the only three nominees were Deb Jewell, Abigail Bartell and Ieva Peters. Ieva suggested that we use the motion from the last meeting, and include the proxy votes from Cara Allan, Carly Arnasson and Rachell Nell which were not allowed to be used, and she wasn't allowed to phone them to ask for their instructions. The natural progression would be to go to the next person who put their hand up to do the job, which has happened in the past. Richard stated that we have a committee here to decide which way we go, and do the committee think we should vote for the second delegate, replacing the one that has resigned. Rachell had a question. So, when Deb Jewell stood down as President, Richard, as Vice President, stepped into her position. That's how it normally works. The next person in line should just step up. Ieva pointed out that the motion was not on the agenda, but a late email that Richard sent around, which incidentally, Ieva did not get. Rachell asked why Richard did not put a motion in for the previous meeting? Richard responded that he was quite happy with those that were doing it. Rachell: so that was Abigail Bartell and Deb Jewell.

Abigail: thinks what Rachell is asking is why weren't the motions on the agenda at the previous meeting so that Rachell could have put in her proxy vote for it?

Rachell: did put in a proxy vote for the last meeting, but didn't know what we were voting on so sent it for anything that is voted. There was no mention about voting for AERA delegates at the last meeting, but this time you do so people can put their proxy votes in for what they're voting for. But for the previous meeting you didn't do it when you knew you were going to vote for AERA delegates. Why didn't you do it before? To me, that is unfair. Who made the decision, again, to vote at the previous meeting? Do we have the minutes of the previous meeting?

leva responded that we haven't even passed those yet.

Rachell: someone had to make the decision at the previous meeting?

Richard: someone put the motion up, and we've had other motions today.

leva: reiterated that Richard was not interested [in the delegate's position] at the last meeting, and it's only because I'm involved and you have a personal vendetta against me for some assumed slight that this is all coming up again. Why can't we just continue from where we left off at the last meeting? I put my hand up, Abigail put her hand up, and Deb J put her hand up. Deb has now withdrawn, so we just progress down the line.

Richard: no. It's not going to happen like that.

leva: it's not necessarily your decision, Richard.

Richard: not my decision? Is it yours?

leva: I just want it to be fair, and seen to be fair.

Cara: do you have Kylie and Joanne's votes for this?

Abigail: did they register proxy votes at the beginning of the meeting?

Rachell: they didn't know they were going to vote on this as they were new to the meeting.

leva: they didn't even have an agenda; so how can they know about it? Also Carly is not here.

Abigail: if we have a quorum at a meeting, motions can be taken from the floor and voted on. It is unfortunate that some members aren't here and are unaware of a motion to be moved. But it's the reality of all committees everywhere that not everyone is here all the time.

Cara: I gave my proxy vote to leva and also emailed it to Deb J and I said that leva was aware of my direction in voting, much the same as Caren has been allowed to vote on behalf of Terry on all motions that have been raised at this table, and yet my proxy vote wasn't counted last time.

leva: it is double standards.

Deb J: because it was blank.

Cara: but so is Terry's.

Rachell: Terry's been told what he's voting on, that's the difference, and that's where I'm coming from.

Richard asked for a show of hands about if we should be voting on this.

**Motion: that WAERA vote for a new delegate to represent WAERA.**

**Moved: Richard Jeggo/Deb Ryan.**

**For the motion – Caren Earl, Terry Sweeney (proxy), Deb Ryan, Kirsten Melis, Abigail Bartell, Anne Barnes, Deb Jewell, Richard Jeggo, Chris Haddon.**

**Against the motion – Cara Allan, leva Peters, Lienca Nell, Rachell Nell.**

**The motion is carried.**

Richard asked for nominations for the AERA delegate. leva would like to nominate. Richard has nominated himself. Votes were taken as a secret ballot – just write one name on a piece of paper. It is noted that Carly Arnasson, Joanne and Kylie Van Uden weren't present at the meeting during the discussion and voting.

Cara asked if Carly had given in a proxy vote.

Richard responded that all proxy votes had to be to the Secretary at the beginning of the meeting.

leva responded that that applied to the AGM/GM.

**A vote was taken. Chris and Kirsten counted the votes.**

**Voting results: 4 to leva Peters, 7 to Richard Jeggo.**

Rachell to write to the AERA and notify them of the change.

Deb R thanked leva for her many years of support as the AERA delegate.

### **11.11 Website/Facebook.**

Deb R: would like to say to Cara and Rachell that your rant on FB about camping in the centre of the race track at Collie was upsetting. If you've got a problem, you should come to committee.

Rachell: would like the people that make these decisions and present it to the committee and not leave it until the week before to let the members know. Most members were upset about this decision. No-one was approached about this decision and no-one was telling them about it.

Deb R: if you had of come to the Busy Bee, that's when it was discussed. None of us knew about the timing system and how far the horses had to move away from the timing system. So we decided that if we marked off an area near the camping, the horses in the middle wouldn't have to walk the 900m in and out of the vet ring because we didn't know how far the transponder could pick up the horse or rider.

leva: could have been done on email.

Rachell: was that brought to the table? And how many of these people were there?

Deb R: we discussed this at the Busy Bee, which you had an opportunity to come to. And I take offense to the rant on Facebook and putting out to members, and I also know that you messaged members to write letters of complaint to the SMC.

leva: so my interpretation of what Rachell is saying, is that the decision should have been made by the committee. So don't do it again.

#### **11.12 Newsletter.**

No report. Latest edition has gone out.

#### **11.13 TQ2020.**

Deb R: would like to know what's happening with the Quilty committee and where we are with that and who's nominated.

Richard: we're waiting for an expressions of interest to go out.

Rachell: blast has already gone out to the members. You haven't been receiving emails apparently, Richard. So if everyone on this table received it, you should have too. Replies have been received and can send it out.

Anne: need to call a meeting to convene an official Quilty Sub Committee. Given the people who were on the original Expression of Interest, and some of the letters and comments, people on the original E of I are a bit upset about the process. Perhaps if they haven't expressed an interest with being involved, we could somehow try and build those bridges. Summerfields were particularly disappointed with how things went and it would be a shame not to have them involved.

Rachell sent out TQ2020 Task Force blast was sent out on 9 March following the Executive Meeting advising of the venue. Some applied, some did not re-apply. There's not a lot of people that replied. At the Exec meeting this was discussed.

Deb R: what was the reasoning about not accepting the people that had already nominated?

Rachell: you would have to ask Richard and Deb, as I didn't make that decision. At the Executive meeting, I was told that the old people would not continue on the task force.

Richard disagrees with Rachell.

Deb R: we never got to any of the Quilty stuff at the March meeting, so it must have been the February meeting.

leva: we didn't have a meeting in February.

Rachell: the new task force was never brought up with the whole committee. That was decided at the Executive meeting that the old committee would not continue and they'll bring up a new committee, a task force. So that was never tabled at a meeting that the old committee would continue.

Richard: pie in the sky.

Deb R: it's disappointing when someone nominates for a position and they're not told why they're not having that position any more, and why we're not running with that committee anymore, so I'm in the dark as to why.

leva: so are we all!

Cara: it's actually recorded and transcribed, Richard, so I don't know why you're denying it.

leva: so we need a list of people. Do we have a meeting at the FEI ride, Friday night? I believe Jane did contact the people and advised them of what to do to nominate for the new committee. We need to advise these people that we need to have a get together and create a Quilty sub-committee. They either come to the meeting or send us something in writing.

Anne: have a chat with the people this weekend and try to smooth some feathers. And then work out a time/place for a meeting to sort out the Quilty Sub Committee in the next few weeks. After the FEI ride.

#### **11.14 Collie Race Club.**

##### **Discussion Items:**

- **Proposed Shed:** *Glenn Dix – attended the meeting on 24th March 2018 to discuss the proposed vet hospital and swabbing area at the Collie Race Course. Glenn has drawn up some plans and got a quote which he circulated from Aussie Outdoor Sheds and Patios. Colorbond shed 7390 x 5870 with two roll up doors. 2700 high. Supply \$6,420 and install \$1,440.*

**Discussion:** Thanks to Glenn Dix for his quote. Will be included in the figures for the Quilty budget. Ieva mentioned that the one little shed is not going to be enough to cope with a Quilty. If you work on an entry of 100 horses, 10% will end up at the hospital at some stage. This shed will not cut it, so why build it?

- **Bore Pump Invoice:** no response received from the email below:

-----Original Message-----

From: WAERA Sec [mailto:waerasesc17@gmail.com]

Sent: Saturday, 25 November 2017 2:09 PM

To: 'Virginia Lincoln' <lincs6225@gmail.com>

Cc: Abigail Treasurer <waeratreasurer@gmail.com>; bobpimm@bigpond.com

Subject: Collie Bore Pump- Invoice

Hi Virginia,

The committee has received your quote for the pumps.  
We are happy to proceed, could you please confirm the amount that our club is contributing towards the pump.  
Once amount is confirmed, please send an invoice to Abigail (WAERA Treasurer) so the amount can be paid.

Abigail's contact: waeratreasurer@gmail.com

If you have any queries please don't hesitate contact me.

Thank You  
Rachell Nell  
WAERA Secretary

- **Bore Pump quote:** quotation received (N9287) from Think Water Bunbury for supply of submersible pump and reticulation controller. \$4,850.85.  
**Discussion:** Deb R is going to talk to Robert Pimm about this.  
Richard: regarding the quote received, there is a donation from the SMTRC which should cover this. Can this be done? The money has been donated by an outside club for that specific purpose.  
Abigail: haven't we already authorised to go ahead with this in the letter to Virginia?  
leva: we want to know what their contribution is going to be. It's not just about the bore, it's about the electrical work, etc.  
Agreed to go ahead with this using the money from SMTRC.

#### **11.15 Volunteers.**

Already discussed.

#### **11.16 WA Trails.**

Working on code of conduct for riding on the trails. Some sort of signage will be done.

#### **11.17 WAERA 2018 Annual General Meeting and Awards Night.**

- **Awards Night:**  
Joanne and Kylie Van Uden have offered to organise the annual Awards night and windup. The SMC are happy for Joanne and Kylie to do this. The date will be Saturday 24<sup>th</sup> November 2018. Joanne has approached the people at the Waroona Hall. Hall hire from 9am to 12am is \$124, kitchen fee is \$87. Joanne has approached the Hairy Lentil regarding the catering, and they will get back to her with a quote. Also approached the Roleystone Musician's club for a band and a quote. Joanne and her family will do all the setting up. Arrive at 6pm. Band 7pm-11pm. We need to be out by midnight. Trophy presentations will last about an hour. Joanne will send an email with menu prices. Date and venue be should go in the newsletter and on FB and ride calendar. Deb J will do this.
- **Annual General Meeting 2018:**  
Tentative date is 23<sup>rd</sup> February 2019.

#### **11.18 WAERA Mid-Year Special General Meeting.**

### **12. General Business.**

leva asked that we go back to the beginning of the agenda as there are some serious issues that need to be discussed – the elephant in the room. There are far more important things to discuss. Quilty budget needs to be presented to the members.

We need an Executive and the WAERA President' position needs to be filled as well as any other vacancies that arise and it needs to be done according to our constitution. Do we have an interim Executive until the SGM? Are there any nominations for the WAERA President's position?

Cara pointed out that the elections of the management committee should be held in front of the members, according to 17.6 of the constitution.

Deb Ryan: we are dealing with a resignation and this is until we can call an SGM. We can fill the casual vacancy according to 20.1.

**Motion: that we call a Special General Meeting, and at that meeting, we take nominations and vote for the positions of President and any other vacancies that arise.**

**Moved: Abigail Bartell/Anne Barnes.**

***Carried unanimously.***

**Kirsten Melis nominated Richard Jeggo as the WAERA President until we can hold a Special General Meeting. Seconded by Deb Ryan. Richard accepted the nomination.**

**Lienca Nell nominated Ieva Peters as the WAERA President. Ieva declined the nomination.**

***There being no other nominations, Richard Jeggo was appointed as the interim WAERA President until the Special General Meeting to be held this mid-year.***

We need to fill the vacancy that we now have for the WAERA Vice President.

**Kirsten Melis was nominated by Richard Jeggo as the WAERA Vice President until we can hold a Special General Meeting. Seconded by Deb Ryan. Kirsten accepted the nomination.**

Ieva would like to nominate Cara Allan, as she actually expressed an interest in this position at the AGM in February that she would be prepared to take on this position, and Ieva thinks that this position should not be for somebody who has never been to a WAERA meeting before today. A person in this position on the Executive needs to have some experience.

**Cara Allan was nominated by Ieva Peters as the WAERA Vice President until we can hold a Special General Meeting. Seconded by Rachell Nell. Cara accepted the nomination.**

As there were two nominations for the Vice President's position, a secret ballot was held. Cara and Kirsten abstained from voting. Chris and Lienca counted the votes.

***By a majority of votes, Cara Allan was appointed as the interim WAERA Vice President until the Special General Meeting to be held this mid-year.***

Ieva stated to Kirsten that her comments were not meant to be derogatory, and apologised to Kirsten if she felt upset about her comments. Apology accepted.

The next meeting date was being discussed. Ieva expressed her concern that we have some seriously urgent matters to be discussed that have been put off, and put off, and put off. They have been discussed at the secret Executive meeting and weren't discussed at the last SMC meeting. We haven't even ratified the minutes from the last meeting. We haven't addressed all of the correspondence, including all of the complaints about bullying and Chief Stewards, and the letters that Ieva received from the secret Executive meeting. These are all seriously important matters, and here we are at the end of another meeting and we are no closer to a resolution. Ieva suggested that we have a meeting in the next couple of weeks (after the FEI ride) and we specifically discuss these issues and we put them to bed and move on, because while they are not discussed and not resolved they continue to fester. They must be dealt with. We must clear the air, we must get these issues resolved and we need to move forward. We can't do that until we talk about it.

Richard: probably because you talked for 40 minutes at the start of the meeting, Ieva.

Chris: so is the meeting closing now?

Ieva: no, not yet.

Richard: I determine that.

Ieva: I'm saying there is unfinished business and I suggest that we have a meeting the weekend after the FEI ride, and I know that everyone has got things to do, but we've got to do this. You can say "no" and we'll just carry on to the next scheduled meeting, but I will take it further. If I can't get this stuff resolved as soon as possible, I will take it to the Independent Appeals Committee and I will give them all of the information, and I will take it to the SGM and give them all of the information and the members will find about all of this stuff. That is a guarantee. I want this resolved as soon as possible.

Richard: agree with you 100% that we must do it, but don't threaten that sort of action, Ieva.

Ieva: that's not a threat, it's a promise.

Richard: this is just the animosity that you've created.

Ieva: I haven't done anything, and I didn't start any of this.

Anne: suggestion to have another meeting and to have these matters addressed as soon as possible. Grateful to get on with the business at this meeting. Agree that we need to address these issues. Also suggest that we look at finding an independent chairperson for that meeting.

Ieva: absolutely!

Cara: yes, there has been stuff that has been outstanding for 3 or 4 months.

Ieva: we are also unconstitutional as we haven't had enough meetings.

Rachell: Letter from Anna Erickson to AERA about the G7 stuff has been there since before Christmas. There is Deb Symington's questions about the finances that she wants tabled as it wasn't minuted at the AGM.

Richard: can't make a meeting in two weeks' time.

Ieva: it's going to be inconvenient for someone, somewhere.

Rachell: Richard and Lyn Summerfields letter was received in time, but wasn't discussed. Ross has also written twice about the trails portfolio and wants his name taken off the emails. There is also Ieva's draft letter to Roseanne Pimm about sponsorship clarifications.

Abigail suggested Saturday 26<sup>th</sup> May 2017.

Ieva: perhaps we could discuss the Collie TQ2020 budget at the same time. Perhaps it could come in early.

Anne: which letters are desperately urgent.

Rachell: the letter from Anna Erickson about the Group 7 welfare issues. We haven't responded yet.

Anne: suggested that we could put something together and thank her for her concerns, and we're concerned too.

Rachell: there is also the confidential letter from Yvonne Siegwart. Thanks but no thanks. Not interested in their disputes.

Cara: there is Aspire FEI subsidy information, which is going ahead.

#### **12.1 Photographers at WAERA rides.**

Defer to next meeting.

#### **12.2 Late Items:**

- **Dedication Trees:** dedicate some trees to past members. Plaques are suggested. Defer to next meeting.
- **Road Management Plan:** There are new requirements for road signs, 4 will be needed for every road crossing, currently we use 2. We will need to place 2 on each side of a road crossing. Defer to next meeting.

**13. Meeting Closed:** 4.45pm.

**14. Next meeting:** Saturday 26<sup>th</sup> May 2017 at Drakesbrook Motel, Waroona. 10am start. Lienca will book the room.

Richard will ask Ian Symington and see if he is available to chair the meeting. If Ian is not available, we must find someone else that we can ALL agree on.

**Future Meeting Dates:** 23<sup>rd</sup> June, 18th August, 13th October.

ATTACHMENT A.

**Profit and Loss**  
Western Australian Endurance Riders  
Easter Marathon  
2018

<b>Income</b>		<b>Notes</b>
Ride Entry Fees	\$ 9,510.10	
Sales	\$ 1,290.91	<i>Sales of Hay</i>
<b>Total Income</b>	<b>\$10,801.01</b>	
<b>Expenses</b>		
Checkpoints	\$ 3,535.00	<i>SES &amp; Cost of Hay</i>
Ride Food & Incidentals	\$ 1,269.05	<i>Volunteer food, lollies &amp; course marking</i>
Trophies & Prizes	\$ 1,400.00	<i>Waiting on some expenses</i>
Trybooking Fees	\$ 150.83	
Veterinary Expenses	\$ 4,662.00	
<b>Total Expenses</b>	<b>\$11,016.88</b>	
<b>Net Profit/Loss</b>	<b>-\$ 215.87</b>	

*\*\*Please note this is still a work in progress as I am waiting on more information*

# Western Australian Endurance Riders Association Inc

## As at 31 March 2018

31 Mar 2018

### Assets

<b>Bank</b>	
Bendigo Card	3,484
Bendigo Cheque Account	8,186
Cash Draw	8,291
Savings Account	116,540
Westpac Cheque Ac 127753	2,639
<b>Total Bank</b>	<b>139,141</b>
<b>Current Assets</b>	
Petty Cash	400
Westpac Load n Go Visa	914
<b>Total Current Assets</b>	<b>1,314</b>
<b>Fixed Assets</b>	
Collie Improvements	35,046
Computer Equipment	3,629
Less Accumulated Depreciation on Computer Equipment	(3,498)
Equipment	29,865
Less Accum Depreciation	(13,150)
Less Amortisation	(11,537)
<b>Total Fixed Assets</b>	<b>40,355</b>
<b>Total Assets</b>	<b>180,809</b>

### Liabilities

<b>Current Liabilities</b>	
GST	2,005
Rounding	-
<b>Total Current Liabilities</b>	<b>2,005</b>
<b>Total Liabilities</b>	<b>2,005</b>
<b>Net Assets</b>	<b>178,804</b>

### Equity

Current Year Earnings	(3,282)
Retained Earnings	182,086
<b>Total Equity</b>	<b>178,804</b>

# Profit and Loss

## Western Australian Endurance Riders Association Inc For the month ended 31 March 2018

MAR 2018

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### Trading Income

Affiliated Ride Entries	945.45
Interest Income	125.03
Logbooks & Horse Registration	236.38
Membership	5,633.64
Merchandise Sales	544.10
Ride Entry Fees	3,892.59
Team nominations	54.54
<b>Total Trading Income</b>	<b>11,431.73</b>

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### Gross Profit

11,431.73

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### Operating Expenses

AERA delegate costs	500.00
AERA fees	6,582.73
Bank Fees	16.58
Checkpoints	1,500.00
Consulting & Accounting	40.10
Consumables	102.53
Donations	(50.00)
Hire of Equipment	75.45
Low Cost Equipment	44.55
Merchandise Purchases	11.57
Postage	187.59
Repairs and Maintenance	874.00
Ride Food & Incidentals	492.81
WAERA Meetings	159.09
<b>Total Operating Expenses</b>	<b>10,537.00</b>

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### Net Profit

894.73