

Minutes of the TQ20 Sub-Committee

Held on Saturday 19 September 2019 at CRC

Meeting opened: 10:12

- 1. Members Present:** Lyn Summerfield, Richard Summerfield, Tony Brandis, Verna Blackburne, Richard Jeggo, Jane Radny, Bec Radny, Jo van Uden, Kylie van Uden, Bruce Ferguson, Deb Ryan, Christopher Haddon, Rosanne Pimm.
- 2. Visitor:** Terry Sweeney
- 3. Apologies:** Glenn Dix, Anne Airey, Mandy Rayner, Anne Barnes, Nicky Gusterson, Elsie Brandis, Abigail Bartell, Sarah Dumbrell, Ross McCamish
- 4. Confirmation of Previous Minutes 10 August 2019**
Motion: "That the TQ20 minutes from the meeting held on Saturday 25 August 2019 are accepted"
Moved: Bruce Ferguson Seconded: Lyn Summerfield All in favour
- 5. Business Arising from the Minutes (Action Sheet)**
 - PIC- The Shire has now amalgamated all their properties that are stock driven and have sent the application to the Dept Ag and waiting to hear back
 - AERA delegate report- to have completed and circulated to TQ sub- committee by End Oct.
 - Thank you to Brian Flynn (Deb's husband) for donating all the pipes – add this to the Shire Grant
 - Bibs- Think about the 4 colour choices- must be visible – eg black and navy too close in colour. Dark Colours are hard to see. Is there a minimum quantity per colour? And use brighter binding.
 - Rosanne mentioned the Bunbury racetrack is being renovated and will be unavailable for some time – therefore trainers may come to Collie and this may increase CRC ability to attract more funding to upgrade facilities Will know more in 4-6 weeks.
 - Welcome to Country- to be held at pre ride brief
 - Deb to investigate having bales of Lucerne hay to be available to every ES competitor at Kalgoorlie. Maybe the Kalgoorlie stock feeds can sponsor. Maybe too expensive for the TQ to do.
 - Rosanne has received many compliments about the quality and appearance of our Advertising.
 - Collie Shire have a stand at the Royal Show- ask Allison Fergie if they need more flyers to take with them.
 - Jo heard on the radio about a future visit to Collie by the Prime Minister. But this may need to be verified
 - Carrots- Jo has contacted Spud Shed who will donate all the carrots for TQ20. FB thank you
 - Luke Flynn and Gavin Ryan sill supply firewood. Haven't been able to contact Dave Malatesta as yet.
 - Life size horse- There is also one at Stable Affair in Pinjarra- Hilary Sugg. Nicky to ask her. Also Horseland

- WIFI- Rosanne is getting NBN connected to CRC next week. And will ask about the closest Telstra tower and its capacities
- Farrier- Steve Stanley has offered to be the farrier for the event. Other local farriers and their contacts will be listed on the website and in rider packs if riders require a farrier prior to the event. Bruce to contact Harvey farriers bu business cards for their details

6. Correspondence Inwards – Tabled in the Agenda

Late Correspondence-

- 17/9/19 From Collie Western Trails- regarding if vets etc will require refreshments at the Biosecurity site
- 17/9/19 From WAERA – Collie Small Grants submissions
- 18/9/19 From Sunset Rugs- Quote for 35 rugs

7. Correspondence Outwards – Tabled in the Agenda

Motion “That the inwards correspondence be accepted and the outwards correspondence be endorsed.”

Moved Lyn Summerfield Seconded Bec Radny All in favour

8. Treasurer’s Report

The Treasurer’s report was sent as an Attachment with the Agenda

Motion: “That the Treasurer’s Report be accepted.”

Moved: Jane Radny Seconded Bec Radny All in favour

- Volunteer budget- was \$650 for WERI FEI. TQ19 was \$3500 for catering for volunteers. We will provide water bottles and there is potable water available which negates the need to purchase bottled water. Ask Jules Swinstead TQ14 treasurer for the Wagin volunteer budget

Portfolio Reports

9. Event Director:

Terry Sweeney was unanimously accepted in to the Role of Ride Base Director.

10. Campsite

- 52 camping bays have been marked out with lime for the State Champs. Intermittent camping bays have been allocated to portaloos and water troughs. We shall await feedback from campers
- Richard S will order the seed as recommended by Steve Cruikshank
- Campsite- Glenn to update map Mk5 to show where the 4 sites of potable and/or bore water sites and water tubs and portaloos- maybe after SC. One more camping bay near the vet ring to be converted to an ablution/marquee area for vets etc.
- Campsite- the width of the meet/greet access gate is 3.8m.
- Manure- best way of storing manure is skip bin

11. Catering

- The team are still trying to get together. They will have a report for the next meeting. There is still discussion on whether WAERA should do the majority of the catering or outside groups.

- Find out what's involved with getting bar license and report for next meeting
- Jo knows 2 bar staff if we do the bar, and Deb and Verna may have the necessary licenses.
- The Strappers' breakfast quote from Lara has 2 options:
Option 1 @ \$12
 - Bacon, eggs, tomato, hash brown
 - White and whole grain bread
 - Museli, fruit, yoghurt
 - Tea, coffee, OJ
 Option 2 @ \$16
 - Bacon, eggs, tomato, baked beans, sausage, hash brown
 - White and whole grain bread
 - Museli, fruit, yoghurt
 - Danishes
 - Tea, coffee, OJ
- Bar- CRC could do bar on Sunday? Deb and Verna both have bar licenses. Jo knows 2 bar staff who could help. Catering portfolio to discuss and see what's involved with licenses/managers etc and present options for next meeting. A license may need to be applied for every event. Would it be beneficial for WAERA to hold a bar license?
- Catering- Events standard does not specify that it must be a dinner and not a lunch

12. Course

- Permanent 20km course is being organized. Chris took Andrew Dover from the Shire for a drive over the 20km track to be permanently marked. After Christmas, the Shire are holding a 5 day course marking workshop. Deb and Chris will attend. And will become licensed track markers.
- Course for SC has been tweaked and is now 40, 41, 41, 25, 13.
- A survey form will be on FB so all riders in the 80 and 160km can complete. Results to be tabulated for next meeting.

13. Entertainment

No report

14. Fundraising/Sponsorship

- The fundraising movie, 'Ride Like A Girl' organized by van Udens and Radnys was well supported and raised approx. \$500 to go towards the Volunteers' Breakfast.
- Sponsorship- no need to contact Dionne at Shire as we have developed our own package
- Premier Coal- grant submit by 4 Nov. Suggest to have done by end October.
- Shire Grants must be fully acquitted prior to applying for a new one. The form for new Grants is on the Shire website. Contact Allison Fergie at the Shire if necessary. And include volunteer labour @\$25 per hour
- Original copy of Shire Grant to be given to Jo.

15. Infrastructure

- The shower pressure will be inadequate if all the showers are used at once. Suggestion to limit number of available showers to 6 at a time.

- WAERA are changing the hot water storage system to instantaneous before TQ. This will provide constant hot water, but won't alleviate pressure issue.
- Quote from Instant portaloos is very competitive. Jane to contact Coates- can they meet that quote? We have used Coates for 6 years, perhaps ask Shane to sponsor lighting towers.
- If the toilets at the back are changed from scheme water to bore water then they won't draw on the scheme water pressure.
- Even if we get portable showers, we will still draw on the scheme water pressure.
- Jo to get quote for 6 portable showers for inside the camping area, they must be self-sufficient with their own water supply.
- Suggestion of sponsorship from Water Authority.
- Water tubs- Michael Blight has donated 2 large tubs. So now need 4.
- Hot water drums- Terry has contacted Zoe Chatfield's husband to discuss.
- Vet ring- Tony to install 2 corner posts to the vet ring
- Marquees- Ask Premier Coal to borrow- maybe part of sponsorship package. They have 6" x3" but no sides, just the roof.
- Luxury Portaloos considered too \$. \$1500 for 2 loos. But verrry nice

16. Local Business

17. Merchandise

- There will be no free merchandise for officials or vets, except for the caps, water bottles and lanyards. All officials and vets will be given AERA supplied bibs.
- Merchandise – have ordered caps and shirts by AGM (date TBA)
- Merchandise- Nicky sent a proof on fabric of the sublimated colour and logo. See details in Merchandise. Dynamics can't match the lower quote
- Bendigo bank bags for rider packs- they currently don't have any, but they do want to supply them for us.

18. Nominations/Admin

- Mandy to contact GumFire for a start/finish banner quote.
- Suggestion of Sharon Leppard for Ride Secretary. Jane to compile a job description prior to contacting Sharon.
- Jo to experiment with Trybooking to see if we can add a more detailed entry and camping form.
- Ride Entry- should the Vet Levy remain at \$15 or should it rise with the CPI? Suggest \$20.
- Camping Fee- we need to account for water, power, septic, waste management etc. The cost will be per camping bay. Have a lump sum not per day. Jo to calculate approx. camping costs to ensure we cover our costs.
- Draft timeline presented for Sunday 19/9/19 :
 7:30-8:30 Strapper's and volunteer Breakfast
 9:00-11:30 BC and Pat Slater work outs and rug presentations
 12:30-3:00 Lunch and buckle presentations eg maybe entrée then one Division of buckles, then mains and another division for buckles etc.
 Dinner can be purchased ad hoc through the food vans and canteen
 7:00 - onwards Bar and Music/Dancing in marquee.

- Admin- we may expect approx. 30 officials/Vets- Jane to ask Elsje if she can help source accommodation and liaising with transport to /from airport to ride base.

19. Prizes and trophies

- Confirm that TQ19 charged \$350 for rug sponsorship.
- Jo to contact Leon Dilley regarding steel art work
- Prizes- Not going to conduct FB poll. Portfolio team will decide
- Wooden stand- Verna to bring sample next meeting. And enquire as to cost? And engraving. Get quote for 100

20. Publicity

- Banners- happy with the quote- \$450 for 4 received from Sarah at Gumfire. Mandy to find out exactly where they will go and are there structures available for them
- Drone- Wayne van Uden will have his drone up after 9am (after the 40km horses have departed) on Sat so there will be less horses on site. Drone will be very high and will not impact horses.
- Publicity- Verna mentioned about the Collie Community FB and also Boyup Brook/Donnybrook- Bec to investigate. Maybe pass info to Verna to post. Suggestion to do this in 2020.
- Publicity- Print out A3 posters. Send some to Collie Visitor Centre and Chamber of Commerce
- Collie Show- Helpers include Verna, Deb, Bruce, Mandy, Bec, Jane. Hopefully we may have some merchandise- if not TQ then WAERA. There is also the Harvey show in April.
- Year Book – Bec will experiment with layout and software and may save us thousands of dollars if she can do it.

21. Risk Management

- Richard S to investigate evacuation plan/muster point

22. Shire Liaison

23. Veterinary and Biosecurity

24. Volunteer Coordinator

- Jo to investigate linking volunteer EOI to Trybooking. Trybooking to use volunteer hand thing of Caren Earl (volunteer.org?)
- Jo to contact Anne A about Volunteer Facebook page
- Bruce to visit Collie Sporting and Community groups with the flyer to generate interest/support
- 11 volunteers so far including one from USA
- Bruce will learn the ETS and Jane to send Bruce Tom's email with the manual
- Bruce has offered to be the TQ representative at the State Champs when he is not strapping

25. Website

- Website- Agistment- contact Sue Howell or Sue Fimmano about Harvey Ag school potential agistment
- Website- Bec to update with quarantine and travel suggestions when she receives information. Suggest ask Julia Lockwood. And phone numbers for the Kalgoorlie stockfeeds

26. General business

- Bruce brought a Motocross volunteer bag, which was sponsored by Healthways
- Deb R mentioned that Mark Sewell (Willah's husband) is in charge of Manjimup Recycling. Suggest he come to the next meeting and tell us how we can profit from waste management at the TQ. Richard S to invite him to the next meeting.
- Everyone to provide 3 ideas from the State Champs to improve the TQ.

27. Close of meeting

3.25pm.

28. Next meeting

Sunday 27 October, venue TBA, 10am.