



General Meeting Minutes

Date: 15/02/22

Location: Fiona's (beautiful home), Waimumu

Present: Fiona Sharp, Agnes Irwin, Corinne Ward, Lucy McKelvie, Dianne Elliott, Theresa Kingipotiki, Marlene Parkinson, Allie Harper, Kristin Cottam, Tania Fairburn, Sharon Muirhead.

Apologies: Rebecca and Tyler McKee, Stacey Green, Mary Davis

MOTION: Apologies be accepted/received

Moved/Received: Lucy

Seconded: Theresa

Carried? Yes

Minutes of previous meetings:

MOTION: That the minutes of the previous meetings be taken as read

Moved: Tania

Seconded: Allie

Carried? Yes

Matters Arising:

Business from Matters arising: The Musical Trophy has not been sorted as yet (Allie). There was some conversation around the metal plates as they hadn't been returned by Sonja.

Treasurer's Report:

Di tabled a comprehensive set of financial reports, including a breakdown of expenditure per tournament.

Notes were:

- Sponsorship was going well and had brought in more money than previous years
- Account balances: Working account - \$21k, 'Other' account - \$12k, Term Deposit \$7k
- Should we move some of the 'Other' money into the Term Deposit?

MOTION: To make the Term Deposit investment \$15k using money from the Other account. This new balance should be deposited for a term of the Treasurer's choosing.

Moved: Di

Seconded: Theresa

Carried? Yes

Actions Points from the Treasurer's report:

Who	Task	Date to be completed
Di	To re-organise the Term Deposit as per the motion	In due course

Sponsorship Officer's Report:

No report was tabled – no news to update

Competition Secretary's Report:

Corinne tabled a verbal report:

- 67 riders – similar to last year. It was noted that our numbers are holding even though we are in 'Covid times' which suggests that our riders 'want' our shows to continue.
- 10 horses entered in the Sanoussie Trophy
- Genius has good entries also
- 3 arenas

MOTION: To accept the Competition Secretary's report

Moved: Corinne

Seconded: Lucy

Carried? Yes

Rider Delegate Report:

No report was tabled

Area Judges Officer and Judge's Coordinator report:

A verbal report was tabled, with highlights including:

- Upgrading of judges – lots of this happening at present, which is really exciting!
- Huge congratulations extended to Fiona
- It was noted that the Officials fund was originally set up to help send our officials to other regions in order to gain experience and foster ties to those regions. When we do move out of 'Covid times' it will be really important to access this so that we can keep entice high calibre personnel and also grow our own pool of officials. We've started this process with SCNO and it works really well.

MOTION: To accept the AJO / Judge's Coordinator report

Moved: Kristin

Seconded: Lucy

Carried? Yes

SEPT Representative/s Report:

Marlene tabled a verbal report as follows:

- The surface is now completely covered in Tredlite. Massive undertaking but such an asset.

MOTION: To accept the SEPT Representative/s report

Moved: Marlene

Seconded: Corinne

Carried? Yes

Groundsperson Liaison Report:

Fiona tabled a verbal report as follows:

- Follow-up has been made with Bevan regarding the incident with Rosie Hore's horse in the stable. As yet, Bevan hasn't found any sharp objects. Conversation around the decision to paint / creosote the stable doors prior to a show. Again, the will be noted and discussed with Bevan.

- Fiona will ascertain how clean the kitchen in the Grandstand is the week of our show in order to avoid the cleaning undertaken by Theresa, Di and Lucy again. We will also ask for the charge for the kitchen at our next even to be waived in recognition of this.
- Fiona will ask Bevan has a brown-checked cover been handed in and we will also check the Office at the next show. Lucy will communicate this with Jenny McDiarmind.

Actions Points from the Groundsperson Liaison report:

Who	Task	Date to be completed
Fiona	Ensure the kitchen is clean prior to Feb show	Week of Feb show

MOTION: To accept the Groundsperson Liaison report

Moved: Fiona

Seconded: Lucy

Carried? Yes

ITEMS FOR DISCUSSION:

ESNZ / DNZ online forum:

Lots of robust conversation around these online forums.

Information was discussed around:

- Mask wearing
- Contact tracing
- Running multiple 'bubbles'
- Judges and Writers
- Health and Safety plans
- Trade stands

In addition:

Ultimately, Tania asked should we run the Feb show? The group were divided in response to this and conversation flowed freely around the ease of running etc.

Kristin noted that we should endeavour to provide writers for our judges – this benefits both rider and judge but does impact how we organise ourselves moving forward...

It was agreed that running multiple bubbles would be logistically incredibly difficult (the same conclusion that was met at earlier meetings) and so the decision was made to run in one bubble. Therefore, we would need to be sure that our numbers were below 100. To this end, Corinne will notify the last minute / still to pay riders that they had lost their place. We would then run a wait-list in case of last-minute scratchings. This will be communicated on Facebook ASAP.

It was noted that in order to continue to run shows (in general), we must have as many OC members available each weekend and that this needed to be addressed at a later date, ie AGM.

Tania was concerned that there might not be enough 'hands-on-deck' to cover the various jobs /roles which arise over the weekend. The group brainstormed names of local riders who often offer help and feel comfortable that the jobs are now covered.

It was agreed that a decision needed to be made next week around whether the show would / would not ultimately proceed. One suggestion was that the Executive Committee meet (via Messenger call) and decide the shows fate however the consensus was that the decision should largely be made by those who will be at the show. Therefore, on Tuesday at 8pm Tania will initiate a

Facebook Messenger phone call to the OC. **We ask that those who are immediately involved in the running of the show attend this call (limited numbers allowed via this platform).**

Correspondence:

Tabled and discussed as appropriate

Inwards

NA

Outwards

NA

SHOW ORGANISATION

Item	Discussion	Who-To-Do?
Arenas	3 – Likely to be going up Friday 25	Allie to organise and advise times
Caravan	?	
Confirmation of Judges	Sharon confirmed judges – Mura Love and Judith Cunningham. Plus Noelene Keen, Fiona Sharp, Kristin Cottam and Karin Robins	
Travel arrangements for judges	Mura and Judith arrive into Invercargill @ 5.45 on 25 th Feb.	Theresa to ask Stacey to do airport run and drop to Gore
Accommodation for judges	The Esplanade – separate accommodation booked due to Covid.	
Judge's vehicles	Regional Ford – we need 3	Fiona to organise. Collect cars at 4pm 25/2
TD – Ground Jury - Steward	TD – Kristin Cottam Ground Jury – Judith, Mura and Noelene Steward – Gillian MacKay	
Start / End times	Sat: 8am – 5pm Sun: 8am – 2.30pm	
Invitations to Sponsors	NA	
Office staff	Meredith McEwan Runner – Briar Sharp, Briar Irwin, Fiona Sharp, Lucy McKelvie and other Southland runners as required. Jeanette Peters has also offered to help over the weekend.	Corinne to contact Fiona to set up on Friday afternoon (printers etc)
Catering – officials	Tania has asked Sonja – failing that, (Plan B) Sharon will step-in	Tania to confirm Sonja and/or let Sharon and the OC know of Plan B
Catering – riders	NA	NA
Writers	Theresa and Stacey are working on a plan. Running in one bubble makes this easier	Please forward names to Theresa and Stacy
Parking	Tyler will be away	Tyler to organise a deputy
Stables / Yards	Tyler will be away	Tyler to organise a deputy
Health and Safety Briefing	Mary usually organises this – in Mary's absence Sharon will complete Sharon and Lucy will allocate wrist bands to riders / support crew on Friday evening and Saturday morning.	Sharon and Lucy – wrist bands
Trophies	To be chased up by Corinne – Genius and Allie – Sanoussie	Corinne and Allie
Arenas Up?	Friday	Allie to sort (see above)
Photographer	Tania to ask Tania	Tania
Speakers	NA	NA

Close of meeting: 9.35 pm

**Next meeting: Tuesday 8th March @ 7.30pm. Venue – Agnes' home: 80 Anderson Road,
Browns**