



## (SPECIAL) Schedule Meeting Minutes (Committee)

**Date: Monday 19 August 2019 at 7pm**

**Location: Winton's Top Pub**

**Present:** Rebecca McKee, Corinne Ward, Sharon Muirhead, Theresa Kingipotiki, Marlene Parkinson, Sonja Swale, Dianne Elliotte

**Apologies:** Tyler McKee, Allie Harper, Bev Cason, Fiona Sharp, Tania Fairbairn, Jenny Affleck

**MOTION:** Apologies be accepted/received

**Moved/Received:** Marlene Parkinson      **Seconded:** Rebecca McKee      **Carried? Yes**

### **General Business:**

1. Welcome
2. Setting of fees. To be discussed and decided upon. Financial analysis report (based on one tournament) provided as information, along with Survey results.

#### **Registered Entry fees**

- Last season introduced the officials fee – time for a review
- Sonja shared a proposal and idea...
  - Flat entry fee: \$15 graded and non-graded \$10
  - Flat rate for prize money
  - Admin fee across both registered and unregistered (could include ground fee, etc) \$40 (half day fee \$20)
  - Would increase funds using the non-graded admin fee
  - Pro-rata system for prize money i.e. 1-3 entered in the field =1 paid out, 4-6 =2 paid out 6-10 =3 paid out and 10+ is all prize money paid out.
  - Upper levels cost more
  - Grading scores are only eligible for prize money

- Maybe look at trialling for local shows (keep regionals the same?)
- More fundraising is needed. Young Rider Camp, Pole Clinic and Winter Series have been very successful in providing funds for the bank balance. Last year we didn't have South Islands which is potentially a large expensive for the group unless significant sponsorship is received?
- Otago has changed its structure... i.e. C1 and C2 classes have gone to save money
- Need to think of long-term financials.... i.e. trailer, judges' expenses etc.
- Sponsorship (emphasis on getting more money and approaching more people)

After more Discussion...

- Level 1-4: entry fee \$15
- Prize Money: 1<sup>st</sup> = \$30 2<sup>nd</sup> = \$25 3<sup>rd</sup> = \$20 4<sup>th</sup> = \$15
- Rosettes to 5<sup>th</sup> ( $\leq 15$  entries) Rosettes to 6<sup>th</sup> (over 20 entries)
- Level 5+ entry fee \$20
- Prize Money (1<sup>st</sup> = \$40 2<sup>nd</sup> = \$35 3<sup>rd</sup> = \$30 4<sup>th</sup> = \$25) for all tournaments
- Rosettes to 5<sup>th</sup>
- Grading score is required to receive prize money for all levels

**MOTION:** That the entry fee, for all tournaments, for Level 1-4 (Preliminary to Medium) will be \$15 with prize money being 1<sup>st</sup> = \$30, 2<sup>nd</sup> = \$25, 3<sup>rd</sup> = \$20, 4<sup>th</sup> = \$15, and Rosettes to 5<sup>th</sup> with  $\leq 15$  entries and 6<sup>th</sup> with entries  $\geq 15$ . The entry fee for Level 5 (Advanced Medium) and above will be \$20 with prize money being 1<sup>st</sup> = \$40, 2<sup>nd</sup> = \$35, 3<sup>rd</sup> = \$30, 4<sup>th</sup> = \$25, and Rosettes to 5<sup>th</sup> with  $\leq 15$  entries and 6<sup>th</sup> with entries  $\geq 15$ . Grading scores are required to be eligible for prize money.

Moved/Received: Rebecca McKee

Seconded: Corinne Ward

Carried? Yes

Non-graded Entry Fees:

- Currently \$10 (\$4 goes to ESNZ, rosettes, etc...)

**MOTION:** That the entry fee, for all tournaments, for all Non-Grading classes will be \$12.

Moved/Received: Rebecca McKee

Seconded: Corinne Ward

Carried? Yes

**AMEND THE MOTION TO INCLUDE:** Rosettes to 5<sup>th</sup> with  $\leq 15$  entries and 6<sup>th</sup> with entries  $\geq 15$ .

Moved/Received: Marlene Parkinson

Seconded: Theresa Kingipotiki

Carried? Yes

Ground/admin/official's fee/s

- Do we feel we need to split for accounting purposes? Yes.
- Currently we are collecting in total \$45
- Admin fee \$25                      \$20 officials fee
- Proposal that a fee is applied for ALL competitors (graded and ungraded)

**MOTION:** That the administration fee of \$25 per horse be set for 2 days and \$15 for 1 day, and the official's fee be set at \$20 per competitor for 2 days and \$10 for 1 day for all registered and non-graded riders.

Moved/Received: Marlene Parkinson      Seconded: Sharon Muirhead      Carried? Yes

Tournament Breakdown based on Oct 2018 (the largest number of entries for last season)

- As attached
- Income/expenses
- Oct made the most money
- December/February lost \$4,700 (December loss was bigger than February)
- Judges are a significant expense (maybe look at that in more detail for next season as most are already booked and paid for)
- Refer to breakdown... (Training and development levy is \$4, S.E.P.T fee \$5 per horse per day)
- Reminder from the judge's clinic recently held in regards to non-grading classes:
  - Need to use listed judges (most riders that have a good amount of experience should be a G judge). Barbara Chalmers is willing to support people. There is a need for more consistency from non-graded to graded when being judged.
- Proposal:
  - Non-graded classes are only Introductory tests then from Level 1/Preliminary is registered at our tournaments (there are 6 tests in the new format). There is a need to have a session about the new tests possibly on the Saturday before the Winter series non-graded day in September. Coaches need to help spread the word about the new tests.

**MOTION:** For the November tournament, Beginner classes will use the Introductory A & B tests (Walk and Trot); Introductory classes will use the Introductory C-F tests; and that no preliminary or novice tests will be offered for non-graded classes.

Moved/Received: Marlene Parkinson      Seconded: Rebecca McKee      Carried? Yes

*Action Points:*

<u>Who</u>	<u>Task</u>	<u>Date to be completed</u>
Sonja	Talk to Brendan and Sandra about the non-graded series and how the above affects the series.	ASAP

3. Southland series – parameters to be finalised for Registered and Non-Graded

- Good idea from survey
- Inconsistency and promotion and keeping track of progress
- Southland Points Prize: Prizes were donated in the past... What levels? Who was eligible (where they live etc.)

**MOTION:** That the Dressage Southland Registered Points Prize Series for the 2019-2020 season be based on all entrants, regardless of geography, at the local and regional competitions based on the following conditions:

- Based on percentages as per graded,
- Saturday of March Tournament is double points,
- Final concludes Saturday March tournament and prize giving.

Moved/Received: Dianne Elliotte

Seconded: Marlene Parkinson

Carried? Yes

#### 4. Saddlery Warehouse CN-C2 encouragement series

- (Information from Otago: Central Otago 5&6 October; Otago 12&13 October; Southland 2&3 November; Otago 1&2 February; Southland 21&22 March – final)
- Everyone agreed that it looks good and accepted.

#### 5. Youth classes

- Much discussion from the AGM as to the use of Youth classes
- Potential hold backs for young girls and boys (coaches in classes, not wanting to go against the horses)
- Run with horses but they are separated into Youth classes in the registered section
- Email sent to Wendy Hamerton with queries as implications for National league series and grading

**MOTION:** Seek permission from Wendy Hamerton and if Wendy says yes then look at incorporating into schedules, if she says no then develop a youth series

Moved/Received: Marlene Parkinson

Seconded: Rebecca McKee

Carried? Yes

**MOTION:** To include the led rein classes in our local tournaments using Introductory A and B tests with entry fees as per non grading classes.

Moved/Received: Rebecca McKee

Seconded: Dianne Elliotte

Carried? Yes

#### 6. Other special classes

- Huntlie (November)
- Sanoussie (March)
- Holyport (March)
- Genius (January)
- All musical awards/trophies (Regional competition)

#### 7. General classes for each tournament (2019-2020)

- November – musical? Ground conditions are not ideal or manageable

- January musical?
- December - musical?
- March - musical?

**MOTION:** To have musicals at the following tournaments:

- December (Regional)
- January (local)
- February (South Islands)

Moved/Received: Sharon Muirhead      Seconded: Marlene Parkinson      Carried? Yes

#### 8. Tests:

- Tests will be A, B, C, A. (B test alternative to Musical)
- Para Tests: Put in for Regionals and South Island Championships
- For our registered tournaments, alternate test for musical will be test B (applies to Level 2 and 3). No alternative offered for Level 4 and above.
- For local events – for FEI (level 7-9) Riders will be contacted to gain suggestions for tests. Rebecca to contact (Level 7-9 riders) Jill, Sonya, Jude, Mura, Barbara, Fiona S, for their preference of test for our November and January tournaments. Sonja to put a notice on FB.

#### Action Points:

<u>Who</u>	<u>Task</u>	<u>Date to be completed</u>
Sonja	Communicate on Facebook about level 7-9 riders to get in touch	ASAP
Rebecca	Contact known level 7-9 riders (Gill Edgar, Sonya McLachlan, Barbara Chalmers, Mura Love, Jude Nickolls, Fiona Sharp) to request their preference of test for our local tournaments.	ASAP

**MOTION:** To offer tests A B C A for each of the local tournaments with the B test as an alternative for musicals (Levels 2 and above) and to add Para tests for Regional and South Island tournaments.

Moved/Received: Sharon Muirhead      Seconded: Marlene Parkinson      Carried? Yes

**Close of meeting:** 9:01pm

**Next Committee meeting:** Monday 26 August 2019, 7pm, venue Top Pub in the garden bar