Minutes of NSW ERA meeting held via Zoom on 4 July 2023, commencing at 6:50.

98. **Attendance**
Present: Annette Bailey (Chair), Darryl King, Susan Woodward, Linda Henley, Talea Hasko Stewart, Clare Fleming, Sarah Pollard Williams, Wayne Hegarty

In attendance: Helen Rich (minutes) Jax Barlow.

Visitor - Belinda Hopley joined the Meeting @ around 7.20pm

Apologies: Brandon Dick, Sharyn Coulston, Arvil Cummins.

MOVED Wayne Hegarty, Darryl King,
THAT the Minutes of the meeting of 31 May 2023 be approved.
Carried Unanimous.

Business Arising from Previous Minutes of 31 May 2023 –

There are three matters from the previous minutes that need to be raised with the AERA.

1) rule change. Refers to general rules 57.2 and 57.3. It relates to the rule regarding whips and spurs.

Resolved that Clare Fleming take to the AERA, the possible rule change regarding 57.2 and 57.3. NSW ERA would like the rule to be more specific. Specifically that no whips or spurs are to be used whilst riding a horse at any affiliated event. There is an anomaly in the current wording. This could be referred to the Rules Subcommittee advising what happened in the NSW division.

2) From Darryl - AERA to incorporate a junior state teams as a new Quilty option. Think this should be brought up at the next meeting.

3) from AERA minutes. Requirement for NSW AGM minutes to go to AERA. Noted that draft NSW AGM minutes for 2022 have been sent to the AERA.

This can come up in the AERA report. It is not part of business arising. Discussion as to what is required to be sent to the AERA. This is to be investigated. AERA may have a hard copy of the financial audited figures. 31 December 2022. LH was asked to send a copy of these reports

2021 AGM minutes. **Resolved**: HR Forward to the SMC.

AGM - With regard to the next NSW AGM, due to constitutional requirements we cannot hold our AGM on 9 December. Need to agree on a new date. If 14 January works for the accountant and the auditor, would 14 January work for the SMC?

Resolved to discuss a date for the AGM and the AGM awards via email.

Reports

99. **Registrar's report**

Members to date: adult 286, junior 36, intermediate 34, associate 9 and honorary 9. Total to date 374... Same period 2022 - 428, 2021 – 432.

New Members

DATE	FIRST NAME	LAST NAME	CATEGORY	ADDRESS
02-06-23	Amanda	Bradfield	Intermediate	South Wolumia
05-06-23	Suleiman	El Abed	Intermediate	Bringelly
06-06-23	Amanda	Edwards	Intermediate	Waukivory
06-06-23	Nataysia	Barnacoat	Intermediate	Crookwell
07-06-23	Mazhur	Ayoub	Intermediate	Greenacre
13-06-23	Bernadette	Robinson	Intermediate	Berry
13-06-23	Matilda	Strode	Intermediate	Shoalhaven Heads
13-06-23	Shona	Koller	Intermediate	Farmborough Heights
13-6-23	Muhammad	Kamaruldzee	Intermediate	Yarramalong
13-06-23	Muhammad	Zailani	Intermediate	Yarramalong
13-06-23	Muhammad	Mohd Ali	Intermediate	Yarramalong
26-06-23	Lisa	Blacker	Intermediate	Yass River

AERA is making membership numbers for new members generic. Computer allocates the numbers. Can no longer tell by the membership numbers which State a person comes from,

MOVED   Darryl King, Linda Henley
THAT   the new members be accepted as per Registrar's Report for meeting of 4 July 2023
Carried Unanimous.

Ride information.

3/6/2023 Central Ranges ride. 10 intro, 44 trainer and 39 in the 80. Total 93
17/6/2023 Willowvale. 107 in the intro, 49 in the trainer and 35 in the 80. Total 171.

Rides for approval

Tooraweenah – 20-21st April 2024 (Alternate date 27-28th April 2024). Saturday – 7 &20km. Sunday – 40 & 80km

MOVED   Clare Fleming, Wayne Hegarty
THAT   Tooraweenah ride as above shown above is accepted
Carried Unanimous.

AERA – logbooks merging.

Discussion on merging of horses in the database. As we now have an online nomination system for rides, riders put in their own information. In some instances the horses in the data base appear twice. Some people do a ride before getting a logbook. If a rider misspells their horse's name, they may have a problem entering their horse into a ride. NSW does not merge horses in the data base. AERA advised that everything is Australia wide so NSW needs to merge horses into the database. There is no way of proving the ID of a horse on a blue card or a pink card. If a horse has a log book, it must be used.

Jax Barlow seeks a directive from the NSW SMC to merge horse records wherever necessary. This has not been done in NSW before.

Resolved to ask NSW delegates to get a directive from the AERA that NSW must merge all horses with the same names in the database. It mainly involves horses that have a log book.

MOVED   Wayne Hegarty and Linda Henley
THAT   the Secretariat report be accepted
Carried Unanimous.

Executive reports

100. President- Annette Bailey
Report sent out previously and is attached.

Congratulations to everyone who attended the Quilty. Including Sharyn we had 100% completion from the SMC. Sent a report for the AERA meeting. 76.92% completion for NSW. Report was sent to Kim Moir, AERA Secretary for inclusion in AERA Meeting Minutes of 8 July 2023. In that report stated that AB was trying to find statistics for NSW and the AERA data base is limited in what it can supply. It does not allow us to gather statistics. These figures could show that the state is either growing or it isn't. Data base should allow us to find the information we need.

101. Vice President – Darryl King
Report sent previously and is attached.

102. Secretary – Susan Woodward
No time for a report this month. Will do a double report next month.

103. Treasurer's report attached
Two of the term deposits have been rolled over totalling $34k for a year at 4.25% the third term deposit of $15,475 requires Brandon to go in a branch with either AB or SW to rollover because it has 4 signatures on it.

Suggesting Kamper Chartered Accountants to finalise and check over our accounts and maybe get Bob Pierce the original auditor, to audit the accounts again?

All approved invoices have been paid except photography reimbursement and will do that next week.

MOVED   Wayne Hegarty, Linda Henley
THAT   the executive reports as presented be accepted
Carried Unanimous.

Email Discussion Trail – as per report attached

Nothing to add.

One issue that came up today that didn't make the cut off for reports was Belinda Hopley's accounts.

MOVED Linda Henley, Sarah seconded
THAT Belinda Hopley be reimbursed $128.00 for costs associated with the workshop at Yass hosted by the Snowy Zone and ACT ERA
Carried Unanimous.

Business Arising from Portfolio Reports attached

104. Marketing – LH/TH-S

LH has had lots of hits on her internet page for NSW ERA. Still to do some more post Quilty reporting. Still more photos to put up.

Received a few emails about the Pony Club. Need to comply with any PC requirements and get the word *endurance* out there with the Pony Clubs. Get it on the Pony Club News. Try for a small advertising campaign. Strip ads with our logo, use a tag line and keep it out there. What we are aiming for is something national but currently its only NSW.

Jax Barlow left the meeting at [7:58].

With the Intermediate membership drive, we had 17 at last count. Hoping for a lot more. Local promotion being done. Flyer sent to Pony Clubs. Kiwarrak entries still quite low. Usually don't get many in the 80 so depend on families who ride both days.

Discussing refunds. Riders did not like the refund policy decided on by NSW SMC, therefore the rides should be able to decide how they want to refund. This is causing people to be late in nominating. People should be able to have a full refund until 24 hours before the event. Ride organisers can design their own refund policy. They just need to include it on the ride booking form and advertise it. NSW ERA should not have a refund policy. It should be up to the ROs.

Talea left the meeting at [8:03]pm.

DK has a contact with a potential sponsor of barefoot boots. They could be interested in becoming a sponsor. They are open to collaboration. They advertise in equestrian magazines and spend a lot of money in advertising. Keen to get more involved with endurance. Advised where the new SMC was up to with promotion. Hopefully could get some gift vouchers. DK could be an ambassador for them and the sport. Would like us to do a survey of how many riders actually use boots and/or compete barefoot. Linda has discussed this with Talea. Need to get the survey approved.

Resolved that Linda Henley continue with developing the relationship with the barefoot boots company and also develop a Survey Monkey to determine who compete barefoot and/or in boots.

LH sent out emails regarding the State Ride booklet.

Agenda Item: NSW State ride. This needs to be an agenda item for future meetings.

Email Issue: Wix Site: Everyone knows the issues with emails. LH thinks we should purchase another domain name and use it for our emails and may be transition the website over. Asn.au part of our website, we cannot get the secretariat name back if we continue with Wix. Don't want to redo everything. We can buy domain names at $20 a year.

MOVED Linda Henley, Annette Bailey
THAT .that NSW ERA investigate purchasing a new domain name for NSW ERA
Carried Unanimous.

The Microsoft licenses on the Northern River Zones 6 x laptops are expiring.

Agenda item: Microsoft updates.

Resolved: Brandon to investigate purchasing six keys to update Microsoft on the NSW computers.

Talea is rebuilding the map on the website. As it stands, we cannot include any new ride basis.

105. Ride Calendar Report – CF

Report attached. Further discussion on the ride calendar took place.

Discussing the State Ride.

Advised a ride application form has been received. The South Coast Zone is running the ride. It is an incorporated body. Discussed a 120 / 160 elevator. Wanted a standalone 80 and a 120 elevator to the 160. This was discussed at the last meeting. Original form was 40 and 160. This was approved.

Discussion on the idea of an elevator as opposed to a 160k State ride. Discussion on whether the State ride can be a standalone 160k event. On the ride calendar it says an 80 and a 160.

QERA having an 80 and a 160 on offer.

Resolved that we need an updated ride application form for the State ride.

MOVED   Clare Fleming, Darryl King
THAT   the NSW SMC supports an 80, 120 elevator and a standalone 160 for the NSW State ride, to be held at Willowvale by the South Coast Zone.
Carried   Unanimous.

WH to speak to Amanda and ascertain if she is happy with this motion. If she is, a new amended ride form needs to be received. If not, then it should be a 160k ride only.

Resolved that via the Ramble, LH to invite the ROs to submit their intended ride booking forms for 2024 so that we might be able to formulate an earlier ride calendar. Would like to have a 2024 calendar out by November. Get rides in by October. LH agreed to do this.

CF would like to find a ride organiser who would hold a marathon of at least 240. Consider a new NSW marathon that we should support. Consider offering some financial support as is done for the NSW State ride. Alternatively consider sponsoring vets and chief stewards. WH advised that in the past he thought there was a financial contribution for Easter Carnivals.

Suggesting a new challenge for riders which could be called the '*Trilogy Trophy'*. Nothing to do with Shahzada. The Trilogy being the Quilty, NSW State Championship and a marathon of 240 or more.

CF elaborated on her proposal. Shahzada stays with the Big Three Award. The proposed Trilogy event would be a separate new event.

Resolved to pursue the idea of a new marathon ride for NSW.

Ramble and NSW Facebook page.

- Seek expressions of interest for running a 2024 NSW State Ride.
- Seek expressions of interest for a 240 marathon as detailed above.

Quilty is on in October in 2024.

CF advised on the Inglewood ride – Toft Endurance – putting on a ride on 15 July 2023. Clare said she has not sought dual affiliation at this stage. Week before Kiwarrak. 200k north of the Queensland border. 800k from Kiwarrak.

106. Governance – SC
A report was offered by the President on behalf of Sharyn Coulston stating that the current Grant of $6500 received from State Government is on track to having its deliverable met.

Sharyn will aim to get profiles and concussion details to us this week.

107. Ride Feed Back Report – CF
One of those things that still needs to be looked at. This needs to be discussed and decide if it is to be kept as an agenda item.

108. Child Protection/WWCC – CF
Make this a floating item. **Remove from the agenda**.

109. Bio Security/Vet Liaison/Horse Welfare – SPW
Sarah added to her report which is attached.

- There is an issue that we are not getting bio security plans into the AERA. Needs to be a reminder sent to ROs. Bio security plan should come in with the ride application.
- Differing opinions expressed on how easy or hard it is in preparing a bio security plan. Sarah was asked if this form could be less difficult to deal with. Need to reinforce this requirement on the Ramble. Consider adding the bio security requirement on the website.
- Vet training program is up and ready to go with a couple of test runs still to be done.
- On Horse Welfare – sent an abbreviated report on what she sent into AERA. Regarding horse deaths, sometimes horses are being treated at rides with inappropriate dosing. Need to encourage referral to vet

hospitals. Try to get the AERA to update the crash card. Colic needs to be handled very carefully at ride bases.

- On Line Accreditation is good news.

Sarah left the meeting at [7:54] pm.

110. AERA – CF/SP
Discussed this previously. Need to decide how we are going to select NSW delegates to the AERA.   We have the current four. Will need to select delegates again this year. It was overlooked at the last AGM. Need to get it onto the agenda.

It is understood that QERA choose their AERA Representatives and Delegate from their SMC.

Resolved this be discussed by email. Perhaps have a mixture of membership and SMC people.

Agenda Item: Selection of NSW AERA delegates.

111. Early Warning System – DK
As per Darryl's report which is attached.

112. IDP – DK
Nothing to report.

113. New Ride Assistance/CS & TPR training – WH
Wayne happy to take on this portfolio. Work on this in association with Talea. NSW ERA could provide assistance with this.

GENERAL BUSINESS –

114. NSW State ride.
Need a formal liaison person to the NSW State ride committee. Wayne has spoken to Amanda Apperley and he has agreed to be the liaison person.

Amanda said she has no voucher from Zilco for the Willowvale ride. Noted this is under control. Talea takes care of this aspect and it will get sorted.

Three vets have been confirmed. Amanda is secretary, president and treasurer. Wayne to discuss this with her.

Discussing the State Ride booklet. Discussion re obtaining the pdf or jpeg file of last year's Ride Booklet to use as a template/guide. Needs to be determined if the responsibility of for the Ride Booklet is that of the ROC. For ongoing discussion with Amanda Apperley/Linda Henley/Helen Rich.

Amanda supplies goodie bags at her rides and she wants a hard copy of the booklet to go with the bags. It has been suggested she give them a digital copy. Put the winner from last year on the cover. Approximately 32 pages.

Resolved WH to liaise with Amanda and supply a report to each meeting.

Resolved Amanda needs to do a bio security plan for the State Ride. Amanda should also consider having a promotions person.

MOVED   Linda Henley, Darryl King
THAT   the business arising from the portfolio reports be accepted
Carried   Unanimous.

115. AERA Meeting Agenda items - Course Checkpoints at TQ23
Discussion on problems at the TQ23 ride.

- Data base subcommittee knew the data base would crash and it did.
- Every Quilty course should have distance markers.
- Any time there is a loop there must be a check point on that loop. Innformation needs to be relayed back to the ride base. Consistent accountability of where riders are on course is important.
- Strapper call should be made at least 5k out. Particularly in VGIH.
- Should have a leader board.
- Reliable internet source needed.
- Must have water on course for riders. Big issue when it was so hot. People getting heat stress.

116. AEERA Database workshop hosted by Snowy Zone and ACTERA
Belinda Hopley provided verbal and written report. Report attached. Had 13 attend over the weekend and was very well received. Looking at running another one next year.

Most rides are now using AERA on line. Hendra vaccination status is updated regularly on the AERA data base. No need to ask riders about their vaccination status.

117. Next Meeting –
Wednesday 2 August, 2023.

There being no further business the meeting closed at 09:47pm

These Minutes of NSWERA SMC were approved at the NSW ERA SMC meeting of 2 August 2023 as per Item No. 118.

Annexure A

PRESIDENT'S REPORT

PRESIDENT'S REPORT – MEETING 4TH JULY 2023

Congratulations to all NSW Riders who attended the TQ23. Our completion rate was high, and to the best of my calculations, NSW had a completion rate of 76.92%, which is above the total completion for the event of 71.98%. An amazing result considering the travelling distances and the heat and humidity at Imbil.

HWT – 8 Entries with 1 V/O

MWT – 30 Entries with 7 V/O

LWT – 20 Entries with 4 V/O

JNR – 7 Entries with 3 V/O

The Teams Event was a great success for NSW taking out 1st place in the State Representative Team Event, 6th Place in Restricted Teams Event and 6th Place in Unrestricted Teams Event with the NSW Juniors. Thank you to Darryl, Wayne and Avril for organising the teams. We looked very professional and proud to bring home the State Teams Trophy.

The Stirling's Crossing complex certainly has a great infrastructure that provides the "razzamataz". However, in appreciating the fact that the TQ23 ROC only had 6 months to put this event together, there were issues that should be addressed for Quiltys moving forward, including ensuring full internet access to sustain modern data entry and a modern GPS on course tracking system; ensure a Running Board and strapper calls for crew and strappers; and addressing the issue of operational course check points to ensure a fair competition is experienced by all.

I attended the Tom Quilty Members' forum at the Quilty. It was evident to me, the lack of understanding that in order to promote our sport, we need to address the issue of the Quilty being our "headline event" and that it is important that we provide an event that is attractive to sponsors and media in order to showcase our sport. At the moment, very few people outside of the immediate sphere of our sport know about the Tom Quilty Gold Cup or the sport itself. In my opinion, this starts at AERA level with the input of promotional and event management skills becoming increasingly important if the sport is to have an equestrian profile to attract members.

At our state level, we should be proud that Endurance NSW is at the forefront in promoting endurance riding. The social media platform is providing dividends which will hopefully translate into membership growth.   Consequently, I believe we, as an SMC, should be confident to invest funds into our promotions portfolio.

Vice President's Report

It was a pleasure to be part of the teams' coordinators with Avril Cummins & Wayne Hegarty. Avril did an amazing job organising the uniforms for the teams, individually wrapped for each rider. It was quite hard for Wayne & I to coordinate with everyone due to poor mobile & internet reception, but it all came together in the end. Wayne Hegarty, Stuart Lymbery & Alan Lindsay selected the three teams - State team, Restricted team & Unrestricted Junior team, with great results. Our State team smashing it out of the park in 1st place and our Restricted team & Junior team doing really well, both in 6th place in their categories.

I would like to see in the future, AERA incorporating a Junior State team.

As I am a stockist and rider in Scoot Boots, I was approached by the Marketing manager about sponsorship. I had a lengthy talk with her, and suggested Linda was her next point of contact. Linda is currently corresponding with her.

EWS

A Early Warning letter (EWS) was issued to a Rider and horse combination on the 30th June. The rider on 34 Points and the horse on 38 points.

IDP = Nothing to report

Treasurer's report – Brandon Dick

See details in the Email chat below.

Ride Calendar – June summary

Dual Affiliated Rides:
 - **Kiwarrak,** NSW [NSWERA/QERA]; 22nd/23rd July; Ride application submitted NSWERA; Biosecurity form received NSWERA. The new ride base is just down the road from the old one. The amended ride application was received; and, SMC/Secretariat was notified via email about the change to ride base.
On AERAspace ride calendar & NSWERA website ride calendar is DA. ☺
- **LOVERS QERA State Championships** [QERA/NSWERA]; 26th/27th August; Ride application received QERA/NSWERA; Biosecurity form received QERA. Cindy Holden [Ride Secretary]. Note: both 80 and 160-km events are on offer.
On AERAspace ride calendar & NSWERA website ride calendar is DA. ☺
 - **Rapville,** NRZ [NSWERA/QERA]; 29th/30th September; Ride application submitted QERA; Biosecurity form received QERA. Note: change in ride base from Rapville to Wiangaree.
On AERAspace calendar as DA. On NSWERA website calendar as DA. ☺

Other Rides:
- **Inglewood,** SE QLD 15th July – new ride – do I contact QERA/ROC to seek DA with NSWERA?
- **VERA rides** – suggestions for rides to be DA – happy to make to call to get the ball rolling for DA.

Affiliated Rides:
- **NSW State Championships** – 3rd/4th /5th November – 40, 160 [approved]; Ride application submitted NSWERA. Discussion re: 80km [not a problem – makes the weekend more financially viable]; **160[120] km elevator ride – decision pending SMC and ROC?? Could this be discussed, confirmed and updated on calendars to allow members to plan appropriately? Currently, there are no distance events indicated on the NSW RIDE calendar and on AERAonline calendar it indicates 160 & 80km.**

FORMS:
Thanks to Linda and Annette who worked with me to update and finalise the following forms:-
 - NSWERA Ride Application Form "Claim the Date"
 - NSWERA Ride Policy
- Removed the old and/or irrelevant forms/paperwork relating to NSW rides from the website eg CAPPING rides

Future:
- Invite ROC secretaries to submit ride application forms for 2024 … to formulate of a detailed ride calendar by the end of this year to allow riders/trainers to plan best for their horses in the year to come.
- Source a new marathon event of at least 240km
- Consider promoting/adopting/discussing a new challenge for rides in our sport - "**The Trilogy Trophy**" - awarded to each rider who successfully completes all three events [TQ; 160km St Champs; 240km marathon]

Marketing Report SMC Meeting 4th July 2023

TQ Wrap Up - Online Stats
We had an incredible online response over the TQ23 lead-up and during the event. The figures are phenomenal and going up daily. In the last 28 days we'd had 7,342 reach and 9,929 engagements. This will stabilise post TQ but we will follow up with some more "local hero" posts from Willow Vale between now and the next ride on the Calendar to keep the momentum going. The website has had 5,736 visitors in the 3 months since relaunch. I'd like to see more Ride Reviews added but understand they tend to go onto FB easily and it builds more direct engagement and feedback for the ROCs.

Pony Club - Discipline of the Month
We have made contact with PC Australia about Endurance being included on their Discipline of the Month Program. We have an initial agreement and will be working on supplying the required content to them ASAP.

New Sponsorship Negotiations/Marketing Collaboration
We have started initial discussions with a potential new sponsor who we believe we could collaborate with in other mediums in a targeted marketing programme.

Shorter Term Promotions: - Now till September

Half Price Intermediate Membership Promotion/Promotion in Zone 6
So far 17 new Intermediate Memberships have been sold. Zone 6 have 3 rides coming up between July and September so I've done some trial local promotions to around 20x Pony Clubs and Riding Clubs around the first ride base, Kiwarrak, promoting the 3 events and the half price Intermediate Membership. An email blast was also sent to all the JR Intro Clinic entrants. Some contact has been made with Kiwarrak Club from this and one new rider attended their last Committee meeting after seeing the promotions. The Want To Do Endurance Flyer advertising all 3 rides has been produced and also distributed locally and the promotion will pick up again before Johns River and Watagan Rides. ROCs have been advised we are happy to work with them around their Ride Bases in a similar manner.

Half Price Adult/Junior Full Membership

Will kick off 1st July and will be promoted online.

ROC Ramble
#4 has been sent out and #5 will follow up shortly. LH to add Bio-Security reminders.

Promo Sub-Committee
Next meeting mid July.

Ride Booking/Policy/Calendar Forms
Clare to approve or supply amendments and Linda will upload.

Event Check List/Tick List
Linda to create first draft.

State Championship Promotions
Website, Ride Booklet/Programme - to be discussed.

Governance report

Sharyn organised this grant.
We have $6,500 from the government – things like teams, uniforms, junior uniforms – lot can be allocated as deliverables for that funding. Also $2,000 within that that can be used for the website. Government asks how the deliverables were done for using this grant.
Sharyn will get profiles and concussion details to us this week, if possible. Make sure that we are on track for achieving these deliverables. First Aid could be part of the training. Pretty open.

Horse Welfare report

Sourcing of swab stewards remains a major problem.

Three horses were subject to intensive treatment at the Tenterfield ride.

Two of these horses had no outcome (rest orders etc) but the third horse was euthanased some hours later, after transit from the base to home.

This horse (and another horse death in WA) was discussed at length by the AERA HWSC, and copies of the veterinary notes were obtained with permission of the owner.

It was deemed that the final outcome (euthanasia) would not have been altered. However, the administration of non-steroidal anti-inflammatory drugs and sedatives at high doses almost certainly masked clinical signs. High doses of painkillers are also risk to kidney function. A recommendation has been made to AERA to update and circulate the 'crash card for endurance vets' and this will include advise to refer any horses treated at ride bases that may have ongoing problems on the journey home (colic cases) to a referral centre as early as possible. The final outcome may remain unchanged, but horse suffering and distress of owners will be minimised.

Sarah Pollard Williams

BIOSECURITY REPORT – June 2023

No biosecurity plans were submitted for two rides; Central Ranges and Willow Vale.

I hope that Linda can put a regular post in the ROC ramble to remind organising committees to submit plans. AERA wants plans to be submitted with ride applications. Identifying all the roles at that stage may be difficult, so either a draft biosecurity plan needs to be submitted or the ROCS need to be chased up prior to the ride about the plans.

Sarah Pollard Williams

EMAIL TRAIL – MEETING 4 July 2023

2/06/23

Discussion re Concussion Policy in Governance Manual.

Agreement that the policy should be worded so that the responsibility lies with the individual to seek medical clearance to ensure they are medically fit for purpose to ride at any affiliated endurance event.

29/06/23

Email request from Treasurer to accept for payment the following invoices for payment –

Panorama Accounting & Advisory	Xero Subscription	$87.00
Jacky Barlow	Secretarial Fees June	$2300.34
Landers & Rogers Inv 1230793	Legal Fees	$1155.00
AERA Inv 1653	Liability Insurance	
	PA Insurance	$1637.00
AERA Inv 1654	Affiliation Fees	$1417.00
AERA Inv 1673	Yellow EHLB Stickers	$32.50

Carried unanimously

2/07/23

Approval for Dual Affiliation with QERA of Wiangaree/Kyogle Ride 30Sept/1Oct 2023. Carried

AERA Online/Ride Database/ETS Workshop Report. Belinda Hopley

The Snowy Mountain Zone and ACT Endurance Riders Association hosted this workshop on the weekend 1st and 2nd July. Thirteen people attended with some having had some involvement with this but most having little or no knowledge. We were fortunate to be able to use the meeting room at Tom's workplace, as this enabled Tom to link his computer to a large TV screen. The ETS was also able to be set up indoors and use mains power.

Starting at 9.30am on Saturday, Tom McCormack gave us the background and knowledge to setup and manage their own ride setup for AERA Online, have a better understanding of ride day data entry procedures and get a working understanding of the ETS and how it integrates with the ride day data.

The AeraOnline module described the prerequisites required - setting it up, processing refunds and transferring nominations into entries. The advantages of using AERAOnline are accurate planning for vets, catering etc, all entries are prepaid and are automatically transferred into AERASpace, and all forms are electronically stored so no paperwork is required on the day. Any potential issues (membership, horse and rider age etc) are identified and can be sorted out prior to ride day.

The database processes greatly assist the RO personnel, from the pre-ride nominations (ie various nomination reports, horse and rider changes, etc) to ride day responsibilities. It can run reports very useful to the Chief Steward (such as Ride Setup and Starters Checklist) and the Ride Secretary (checking form completion, pre-ride info is all entered, accurate checkpoint lists, BC forms etc).

Both of these processes were very hands on, from creating our own ride, nominating for a ride and then transferring the nominations to entries.

 All this was put to the test on Sunday when we entered a ride that Tom had setup. Tom then took us through the data and physical requirements for ETS setup required for a ride. We then "saddled up" and rode, with various issues happening along the way, such as leaving before due out time, coming in late losing the RFD tag etc. The remote data entry using the IPad was also demonstrated. This allows the vetting data to be entered into the logbooks at the vet area and replaced back into the logbook box, minimising lost logbooks and leaving the office staff free to do the myriad of other tasks required.

This system does make it much easier for ride organisers, and Tom's knowledge and relaxed manner gave everyone the information required and a greater sense of confidence in using the system.

The Snowy Mountain Zone Mountain Zone and ACT Endurance Riders Association are anticipating running this workshop again in the New Year. Participant numbers will again be restricted as even with Kim Stephens assisting Tom with the ride database module, he was in demand. We sincerely thank Tom McCormack for his help and patience and the NSWERA SMC for their support and providing lunch and teas. All the participants were very grateful for the workshop and Tom's support. We thank them for their interest and support of our sport and making out workshop a success!