

Date & Time	6:30pm on 10 November 2015
Location	Sydney International Equestrian Centre Conference Room

1. MEETING ADMINISTRATION

1.1 Open Meeting

Peter Dingwall, as Chair opened the meeting at 6:30pm.

1.2 Quorum

With a quorum in attendance, the meeting proceeded.

1.3 Confirmation of Board Elections

Bruce Farrar, as Secretary, announced that Suzanne Doyle, Derek Major, Vicki Roycroft and Prue Spurrett had been elected to the Board.

453 valid votes were received, out of a total of 905. Stephen Luck from Ross Fowler & Co audited the voting process and affirmed its accuracy and commented that the proportion of informal votes was unusually high.

Comments were made that the voting process used:

- was complicated and too hard to use;
- had obvious problems shown by the number invalid votes; and
- needed to be changed so that if there are three positions available, each member, entitled to vote, gets three equal votes.

Action – Improve the voting process in 2016 (Bruce Farrar by the 2016 AGM).

1.4 Apologies

Bunty Thompson and Linda Beneke

1.4 Review of Previous Minutes

2. President's Welcome

Peter Dingwall welcomed the members and the new Board Directors. He also thanked outgoing Directors Kelly Paton, Fiona Macleod and Damian O'Connell for their service on the Board.

Peter said that the increase in members who voted was encouraging, but that the voting process would be improved next year.

3. Review of Previous Minutes

3.1 2014 Annual General Meeting

The 2014 Annual General Meeting Minutes were reviewed.

A statement by Judy Fasher that “EA had received a directive from the FEI to mandate Hendra vaccination” was not included in the minutes.

Action – Confirm with Judy Fasher that EA received a directive from the FEI to mandate Hendra vaccination – Derek Major.

Motion: to accept the 2014 Meeting Minutes.

Proposed: Andrew Inglis

Seconded: Derek Major

The motion was not carried, so the 2014 AGM Minutes were not accepted.

3.2 2014 General Meeting

Suellen Saals stated that her comment that she did not trust Bruce Farrar to represent the membership must be included in the minutes. This had previously been agreed.

In relation to the proposal by Vicki Burgess to amend the proposed Hendra motions, which was minuted as “was rejected by the members” be changed to “was rejected as motions can’t be changed”. This was agreed.

Motion – to accept the amended Minutes of the 2014 Hendra General Meeting.

Proposed: Simon Kale

Seconded: Bronwyn Doong

Motion carried

4. Chief Executive Officer’s Report

Bruce Farrar presented a summary of Equestrian NSW operations for FY15, including:

- Membership grew by 4.6% to nearly 8,000.
- A surplus of \$52,000 was achieved against a budget of \$100,000, with the shortfall due to prepayments for competitions after 30 July 15.
- Cash on hand as at 30 Jun 15 was a healthy \$1,300,000.
- Discipline support increased by \$120,000.
- IT remained a challenge, but with good progress on some project deliverables.
- The Education Subcommittee was relaunched.
- Interschools was an emerging opportunity
- The objective to have an effective Biosecurity Protocol was not delivered.
- A review of the Equestrian NSW Constitution was initiated.

Questions from the floor included:

Question - How is Equestrian NSW Discipline funding support agreed?

Answer – The structure and funding is agreed with the NSW Discipline Councils and Committees, as the peak representative bodies.

Question - How do clubs get access to funding from Equestrian NSW?

Answer – through the Equestrian NSW Development Projects Program.

Question – Where is the Constitution Review up to and what will be the process to consult with Members?

Answer – The Review is in its early stages, with the first step to explore how to make the Equestrian Australia and State Branch Constitutions consistent and complementary. The benchmark, according to the Australian Sports Commission, was Netball and meetings were organised to find out how they did it. Any proposed changes, arising from any stakeholder, would need to be agreed by a two thirds majority of Members.

Question – When will the breakdown of Discipline Support be detailed?

Answer – in the FY16 reporting.

Question – Does Equestrian NSW have a breakdown of membership participation and interests?

Answer – No, but more information will be gathered in FY16.

Question – What does Equestrian NSW do for Endurance Members?

Answer – Not enough, apart from providing insurance and access to FEI affiliated events.

Question – With a healthy cash position, are there any plans to do anything great in the future?

Answer – The Equestrian NSW Board will consider a range of options for FY17 and beyond, but will keep about \$800,000 as insurance against any disasters like equine influenza. The FY16 budget deficit was about \$100,000.

Question – Why can't disasters be insured against?

Answer – This will be investigated, but in the past, it has generally been too expensive.

Motion – to accept the Chief Executive Officer's Report.

Proposed: Fiona Macleod

Seconded Bronwyn Doong

Motion carried

5. Financial Statements

5.1 FY15 Financial Statements

The FY15 Financial Statements were presented.

Motion: to accept the FY15 Financial Statements.

Proposed: Shane Rose

Seconded: Andrew Inglis

Motion carried

5.2 Appointment of Auditor

Bruce Farrar advised that a competitive tender process had been conducted and that Ross Fowler and Co were the recommended auditor.

Motion: to appoint Ross Fowler and Co as the auditors of Equestrian NSW for FY16.

Proposed: Franz Venhaus Seconded: Damian O'Connell Motion carried

6. New Business

Peter Dingwall introduced Garth Towan, from Lander & Rogers, who explained the rights and roles of Equestrian NSW Board Directors and Members.

In summary:

- Members elect the Board who then oversee the affairs of Equestrian NSW on behalf of the Members.
- Members are able to submit motions to General Meetings, but the Board is not obliged to act on motions carried by the Members.
- In 2013, when the new Constitution was approved, the tenure of current Directors was reset to zero.
- The powers of the Board and Members under the Equestrian NSW Constitution are consistent with the Australian Sports Commission Mandatory Governance Principles

Peter Dingwall stated that whilst any motions carried were not binding, the Board would consider the proposals in good faith.

6.1.1 – Motions submitted by De'Arn Packett

Motion 1

The members resolve:

To abide by any requirements of state and federal agencies regarding any mandatory vaccination requirements for horses competing in any ENSW related events;

and that

ENSW will not impose any mandatory vaccination requirements as a pre-requisite to competing in any ENSW related events other than those required by state and federal agencies;

and that

Any club affiliated with ENSW that imposes a mandatory vaccination requirement as a pre-requisite for competing in their events that is not required by any state or federal agencies will be expelled from its affiliation with ENSW.

Discussion

De'Arn Packett supported the Motion:

- In February, the Members voted to remove mandatory Hendra vaccination.
- Her two horses had allergic reactions to Hendra vaccination and she didn't want to keep vaccinating.
- Some organising committees were still requiring Hendra vaccination as a condition of entry.
- She was not opposed to Hendra vaccination, but that it should not be mandatory.
- Her local competition organising committee was not aware nor had they been provided with a risk assessment about Hendra.

Bruce Farrar was challenged about the risk assessment that he said he had completed as part of the process to develop the EA Hendra By-Law. He responded that he had developed a document that ended up as a checklist and that he apologised for the confusion.

Other comments from the floor included:

- Property owners, where many events are staged, must have the right to implement whatever risk mitigations measures that they see as necessary.
- It is unacceptable that EA will not release the so-called risk assessment that was used to justify the Hendra By-Law.

Motion 1 Proposed: De'Arn Packett Seconded: Libby Englert

Voting For: 51 Against: 45 Motion carried

Motion 2

In accordance with Part 4.1 of the Equestrian Australia Constitution which defines a delegate as:

"the person elected or appointed from time to time by a Branch to act for and on behalf of that Branch and represent the Branch at General Meetings or otherwise."

The members resolve:

To appoint a delegate from amongst the members to represent NSW at the next meeting of EA members and that the delegate put the following motions to that meeting:

"That EA make public all risk assessments produced in relation to the decision to mandate Hendra vaccination at a state & national level."

"That EA make public all decision processes including any risk assessments that resulted in the above By - Law being revoked."

"That EA make public the report/s from the EA hendra by-law review panel that was due July 2015."

Discussion

De'Arn Packett asked for the Motion to be withdrawn as she had faith in Peter Dingwall to attend the EA meeting and ask the appropriate questions on behalf of Equestrian NSW members.

Item 6.2.1 – Motion Submitted By Erin O’Neill

Motion

That members resolve the following:

That ENSW conduct an anonymous member satisfaction survey of all members by electronic methods at least on an annual basis.

and that:

The results of the survey be made available to all ENSW members for comment.

and that:

The results of the survey be used as the basis for any future planning decisions made by ENSW.

Discussion

As Erin O’Neill could not attend, Richard Brown spoke on behalf of the motion:

- Survey Monkey and other electronic forms of communication can provide the desires, feelings and moods of Members.
- It can be done at minimal cost.

Other comments from the floor included:

- A survey was done after Sydney 3DE with really good responses.
- Cost is about \$230 for 28 questions.

The motion was put to the floor and unanimously carried.

Item 6.3.1 – Motions Submitted By Richard Brown

Motion 1

That members resolve the following:

“That all funding requests made by Equestrian Australia (EA) to ENSW be subject to submission of a proposal from EA outlining in detail, a budget of spending for the requested funding,

and that any funding paid to EA is subject to an acquittal procedure at the end of each financial year detailing spending of funding, with any non - acquitted money to be returned to ENSW,

and that any funding granted to Equestrian Australia is to be paid on a quarterly basis over the course of the financial year of the payment.”

Discussion

Richard Brown supported the Motion:

- What goes between Equestrian Australia and Equestrian NSW should be transparent, with a clear paper trail.
- What revenue, including interest, is spent on should be covered by rules and regulations.

Bruce Farrar clarified the arrangement:

- Equestrian NSW pays Equestrian Australia about \$510,000 per year, for Administration (\$194,000 which is adjusted by CPI annually, Insurance (\$248,000), International Competition and Development Funding (\$61,000) and National Horse Research Levy (\$6,000).
- Payments are made quarterly.
- Payments are covered under an MOU between Equestrian Australia and Equestrian NSW.
- Equestrian Australia relies on payments from State Branches to pay for its non-high performance activities, which are funded by the Australian Sports Commission.

Proposed: Richard Brown

Seconded: De'Arn Packett

Motion carried

Motion 2

That the members resolve the following:

"That a sub - committee of no less than 12 members of ENSW be established annually to consider any funding requests made to ENSW by EA."

Richard Brown withdrew the Motion as he said it would not be binding.

Motion 3

That the members resolve the following:

"That conditions and agreements for payment and acquittal of any funding by ENSW to EA be drafted in accordance with current best financial practices and the Australian Accounting Standards."

Richard Brown withdrew the Motion as he said he now had more information and that more transparency was promised.

7. Other Business

Comments from the floor included:

- Too many proxies are being declined, due to the confusion about membership categories. Peter Dingwall suggested that this would be addressed in the Constitution Review.
- A contact was needed for Endurance Members.
- Peter Dingwall thanked the Members for their attendance.

Meeting closed at 8:10pm.