

COACHING NSW COMMITTEE MEETING MINUTES

Time and Date	01/09/2021 7:00pm
Location	Zoom
Attendees	Megan Joerg, Ally Mclean, Sally Ann Barbera, Caroline Hooper, Rachael Downs, Dave Cameron, Sandy Lucas
<p>1. ADMINISTRATION</p> <p>1.1 Welcome</p> <p>With a quorum in attendance, Sally as Chair opened the meeting at 6:34pm.</p> <p>1.2 Apologies</p> <p>1.3 Conflicts of Interest</p> <p>As recorded.</p> <p>1.4 Review of Previous Minutes</p> <p>The Meeting Minutes from last meeting on 5 August 2021 were reviewed.</p> <p>Motion: to accept the Meeting Minutes from 5 August 2021.</p> <p>Proposed: Sandy Lucas Seconded: Rachael Downs Motion Carried</p> <p>1.5 Business Arising</p> <p>The Business Arising from 5 August 2021 was reviewed. All items included in the 5 August Action List.</p> <p>1.6 Correspondence</p> <p>- Emails from various coaches re coaching in covid</p>	

2. GENERAL BUSINESS

2.1 Zoom Presentations

- Sally to write risk assessment for virtual coaching and send to committee members prior to online presentation.
- Presentation to be done in webinar format.
- Chat box to be used for questions for attendees.
- Committee to do Zoom webinar training session on Friday night.
- Prue Barrett has agreed to speak about how she does virtual coaching and the OnForm video analysis app.
- Webinar will include comparison of virtual coaching tools.
- Sally to send out timetable to committee.
- Invite only to be sent to current coaches.
- Sally and Rachael to send Ally promotional materials for webinar.
- Giorga Gall will be the following presentation with digital marketing.
- There is another interview for business topics tomorrow night.
- Options for doing pre-recorded presentations for some presenters.
- The committee is looking at options to make it clear that some of the presenters have donated their time and expertise for no payment. All presenters in the show jump presentation donated their time, as is everyone in the virtual coaching presentation.

Action: Sally to write risk assessment for virtual coaching and send to the committee (Sally by 5 Sept) (50)

Action: Sally to send out timetable to committee (Sally by 5 Sept) (51)

Action: Sally and Rachael to send Ally promotional materials for webinar (Sally and Rachael by 3 Sept) (52)

2.2 Casual Vacancy

- Brett Parbery has resigned from the committee.
- The committee has the decision to add another committee member or leave the position vacant until the next intake of committee members.

Motion: To leave the committee position that has been vacated vacant until we call for nominations again.

Proposed: Caroline Hooper Seconded: Rachael Downs Motion Carried

2.3 Learning Management System

- Helen Batson, Julie Jones and Kay Barney have been involved in piloting a learning management system with Dressage.
- Coaching is another potential pilot committee.
- The committee was given a preview of the LMS everyone in the committee could see the

benefits that using this platform could have for the coaches.

2.4 Governance

- Bruce Farrar gave an overview on governance procedures.
- Email response time from the committee expectation 48hrs.
- Committee decided to use WhatsApp for communication to trial for the next month
- Minutes to be done within a week, sent to the board as a draft copy once approved by the chair, then once ratified sent for publishing on the website.

2.5 Other Business

- Due to the ever-changing public health orders and the ambiguity within those health orders it is not appropriate for ENSW or any of its representatives to interpret these orders.
- The committee discussed how to best get this message out to its members. Video message was suggested, further discussion needed.
- ENSW has already issued several statements on its Facebook page and website.

Meeting closed at 8:56 pm

NEXT MEETING

WEDNESDAY 6 OCTOBER 7.30PM