

## COACHING NSW COMMITTEE MEETING Minutes

Time and Date	7:00pm 10 August 2022
Location	Zoom
Attendees	Sally Ann Barbera, Rachael Down, Caroline Hooper, Vireena Peacock, Jim Collins, Sharmayne Spencer, Sarah Venamore, Ben Netterfield, Helene Brassier (Secretary)

### 1. ADMINISTRATION (WELCOME, APOLOGIES, CONFLICTS OF INTEREST, REVIEW OF PREVIOUS MINUTES)

#### 1.1 Welcome

With a quorum in attendance, Sally as Chair opened the meeting at 7:05pm.

#### 1.2 Apologies

None

#### 1.3 Conflicts of Interest

As recorded.

#### 1.4 Review of Previous Minutes

The Meeting Minutes from last meeting on 12 July 2022 were reviewed.

Motion: to accept the Meeting Minutes from 12 July 2022.

Proposed: Caroline Hooper

Seconded: Rachael Downs

Motion Carried

#### 1.6 Correspondence

We did get an email from Tina regarding Interschools. Sally mentioned that if she wants help with Interschools:

- We should be able to help her
- We need to send her EOI
- We need to help her as an opportunity for coaches

### 2. GENERAL BUSINESS

#### 2.1 Chairs Report

Sally has a meeting with Darren G. We are hoping that there will be a breakthrough in Coaching development as far as our relationship with EA goes. We have been given a pathway plan and have taken it away to review.

Bruce sent a copy to Vireena who will help us with it. There will be a next meeting on the 22<sup>nd</sup> of Aug. If the whole committee can have a look and confirm, that will be wonderful.

Sally is going to QLD in September. She will share any outcome next meeting.

#### Marsh Webinar

No further development so far.

#### Coach Development Day

Update on full cost will be provided next meeting

## 2.2 CNSW Zoom event

- 29 Aug: Angela Bennett => Mental skills for Coaches: 45min is ideal
- 31 Oct: Sarah Venamore => Group Dressage Training
- 3<sup>rd</sup> session: Finance topic: (5-year plan ...) – we have time for this one

All videos will need to be uploaded in our YouTube channel.

### Action:

- Peter Haynes sent them to **Sally**, who will be forwarding them. **Helene** will upload them in YouTube, and **Vireena** in LMS (Learning Management System).
- **Helene**: do an archive of previous Zoom trainings

## 2.3 Coaches' seminar with Gareth Hughes

He is coming out (5 hours, teaching 3 combinations - about \$50 for Coaches, then talking to Coaches):

- 1 in the Hawkesbury
- 1 in Canberra
- 1 in the Hunter Valley

**Friday 28<sup>th</sup> of October** would be the Day for Coaching NSW. At Brett's or Di White venue Agnes Bank – Di White might be better as it is set up for this kind of event (seats ...), in case of bad weather the indoor could be used with a smaller riding area, and space for coaches. SIEC would be too expensive. Kate confirmed we could have as many coaches as we want.

**Communication** will be made when Kate confirms everything.

The whole committee approves this. (Di white is \$300 + Gareth \$3,600)

Email from Kate O'Connor (extract)

*Gareth Hughes will be in our region from 23/10-1/11. It is expected he will be in Sydney from Friday 21/10-Sunday 23/10*

*I propose he takes a coaches' seminar with three or four horses presented that are on the cusp of a new skill. For example, a horse just beginning changes or a younger horse establishing shoulder in.*

*Gareth would discuss the building blocks required for horses to effectively reach these new skills.*

*The cost for 5 hours will be \$3600 (includes Gareth's fee and a component of his airfare).*

## 2.4 Level 3 Coaching Course

There was a meeting in July, Jill Taylor was going to tell all coaches who sent an EOI, that end of Aug there would be a proposal of modules / costs:

## 2.5 Coach of the month / Coaches' awards

Ben N: this is still in progress, we need to make sure we get data points, as per the criteria we defined.

## 2.6 Risk Management Refresher for Coaches + Incident Reporting Form (08)

If we do webinars, it is worth reminding the importance of that form. Coaches really need to know about this. Waivers as well are barely not used.

**Vireena** can do a Zoom about the Incident Reporting Form (communicating it is a must) and then using this to also do a little Risk management refresher.

## 2.7 List of Coaches

We need to know how many coaches have renewed.  
Sally will ask Jill Taylor to give an update

## 2.8 Business Arising

Business Arising from 12 July 2022 – this is ongoing, no particular update

#	Topic	Action	Action or due date	Status	Owner	Update since last meeting
1	Squads	Andrew Bennet rang Sally. Coaching NSW will keep promoting, and be proactive. Encourage kids to do their Intro level too.	On going	In progress	Sally	Sally has spoken to Dressage regarding this, ongoing

⇒ As part of squad membership, perhaps riders should be doing their Horse management and Riding Certificates? This could be encouraged / mandatory?

#	Topic	Action	Action or due date	Status	Owner	Update since last meeting
2	Coach Promotion & Development	Sally to contact EA regarding promotional videos for coaches	9/3/22	In progress	Sally	On going until we get it

#	Topic	Action	Action or due date	Status	Owner	Update since last meeting
3	Helmet tagging	Sally put a comm on Fb remind tagging requirements + encourage coaches / officials to become taggers	20/02/22	complete	Sally	Completed

#	Topic	Action	Action or due date	Status	Owner	Update since last meeting
4	Learning Mgt system	This is ongoing. The idea is to store everything in one place (videos...)	ongoing	ongoing	Vireena	Vireena is putting together a Project Plan.

**Meeting Closed: 8:27pm**

Next monthly Meeting: **Wednesday 14 September 22 7:00pm**