



2021 ANNUAL GENERAL MEETING MINUTES FOR MEMBER REVIEW

Time & Date	7:30pm on Monday 22 November 2021
Location	Virtual meeting via Vero

1. MEETING ADMINISTRATION

1.1 Open Meeting

Director Katie Robertson as Chair, on behalf of Board President Brad Frankum who was an apology, opened the meeting at 7:30pm.

1.2 Quorum

With a quorum of 62 present, the AGM proceeded.

1.3 Apologies

17 Apologies were noted.

2. PRESIDENT'S WELCOME

Brad Frankum, via recorded video, reported:

- FY21 had been a very difficult year in NSW and across Australia, due to the COVID-19 pandemic. It had profound effects on members, clubs, coaches and the entire equestrian community. As a medical professional in the field of immunology, he had to deal with the distress experienced by many people.
- The Tokyo Olympics and Para-Olympics had been an amazing success, especially with the Eventing team silver and Andrew Hoy's bronze medal.
- The Equestrian NSW office team, working reduced hours, often from home, had maintained high levels of service throughout, confirmed by a recent survey.
- Helen Batson, Dave Cameron and Jamie Winning-Kermond decided to step down from the Board, with their hard work and contribution appreciated. Suzanne Doyle also had stepped down as Chair of the Finance Audit and Risk Management (FARM) Committee. With six on the Board, another appointment was expected soon.
- Earlier in 2021, the Board held a strategic planning workshop which proved to be a productive exercise. The resulting LegUp Plan is a blueprint to move the organisation forward.
- The Board was committed to improving communications with members, so a Board Marketing and Communications Committee was established, with Lisa Winn as Chair, ably assisted by external consultant Giorga Gall from Gallant Media.
- A Board Education Committee had also been established to help with the training of officials, coaches and clubs.
- A Chief Governance Officer would be appointed to help with regulatory and member protection compliance and assurance.

[Type here]

- Equestrian NSW had made a submission to and participated in the NSW Parliamentary Inquiry into the Sydney International Equestrian Centre (SIEC) Arenas and awaited the outcome.
- The Board looked forward to equestrian emerging from COVID-19 and would continue to serve members with the LegUp Plan as a guide.

3. CONFIRMATION OF BOARD ELECTIONS

Bruce Farrar, as Secretary and Returning Officer, announced that there had been four Board positions available and two valid nominations were received. Under Rule 16 of the Constitution, Katie Robertson and Amber Fuller were appointed. Lisa Winn was subsequently appointed under Rule 15.

4. REVIEW OF PREVIOUS MINUTES

4.1 2019 Annual General Meeting

Motion: to accept the 2019 Annual General Meeting Minutes as a true and accurate record of proceedings.

Motion carried.

4.2 2020 Annual General Meeting

Motion: to accept the 2020 Annual General Meeting Minutes as a true and accurate record of proceedings.

Motion carried.

5. CHIEF EXECUTIVE OFFICER'S REPORT

Bruce Farrar, as CEO, reported:

5.1 Horse and Rider Safety and Welfare

- Most of the 31 recommendations from the Inglis/Fisher Coronial Investigation had been implemented. Medical coverage remained a challenge.
- Equestrian NSW supported the new Equestrian Australia National Health & Safety Committee and their work.

5.2 Governance

- A new Board Marketing and Communications and Education Committees had been established.
- The Equestrian Australia reform project was ongoing. Equestrian NSW would support any model based on proper due diligence and which delivered improved services to members and would not veto any proposal supported by the majority of members.
- Equestrian NSW had achieved 95% in the NSW Office of Sport Governance Survey, continuously improving from 87% in 2017/18.

[Type here]

- Equestrian Australia and Equestrian NSW had adopted the new National Integrity Framework under Sport Integrity Australia, which would provide a referral process to deal with member complaints.

5.3 Membership and Services

- Memberships increased by 6.8% to 8,973.
- Membership fees including insurance were reduced by 25%.
- Discipline support increased by 9% to \$423k.
- Equestrian NSW won a \$220k grant from the Federal Government for our Para dressage (Equibility) project.

5.4 Education

- A new Coaching NSW Committee had been elected.
- The Coaching Committee had staged an outstanding Professional Development Clinic at Willinga Park, attended by more than 120 coaches.
- The Board had resolved to appoint a Board Education Committee and Education Manager.
- Equestrian NSW had assisted Dressage NSW with its Learning Management System for judge education.

5.5 Looking Forward to 2021-22

- New “Leg Up” Strategic Plan.
- New Communications Plan.
- Equestrian Australia Reform.
- Break Even.

6. FINANCIAL STATEMENTS & REPORTS

Bruce Farrar presented the Finance Report, noting:

- Revenue was \$2,684k, with a surplus of \$379k.
- The healthy surplus resulted mainly from government grants and COVID support, as well as disciplined cost control.
- Equity increased to \$1,217k.
- Current Ratio: 2.1, Debt to Equity: 1.1 and Return on Equity: 31% met targets.
- Discipline support increased to \$423k.

6.1 Motion: to approve the Financial Reports of Equestrian NSW Incorporated for the year ended 30 June 2021.

Motion carried.

[Type here]

7. MOTIONS FROM MEMBERS

Member Robyn Parked submitted the following two motions:

Motion 1

That ENSW provide in writing to the members, fully and unedited:

- List of complaints submitted to ENSW staff and/or board by members since January 2020 to present. Personal details removed.
- Timeline of responses and actions undertaken by ENSW staff and board for all above complaints.
- Outcome of above complaints.
- Are there any unresolved complaints and how long have these complaints been ongoing and unresolved?
- Actions, if any, in response to above complaints.
- Cost of legal fees to members of ENSW relating to above complaints.

These results to be made available to all members with (sic) 14 days and comments received in response

Motion not carried.

Motion 2

- Provide the total of all funds paid on legal fees for the 2021 FY
- Provide breakdown on reason for these legal expenses:
 - Action or complaint against members
 - Action or complaint against staff
 - Action or complaint against board
- Projected legal costs to resolve all outstanding complaints

Motion not carried.

8. Appointment of Auditor

Bruce Farrar reported that:

- Ross Fowler and Co had provided outstanding external audit services to Equestrian NSW for seven years.
- At the 2020 AGM, it was resolved to call for tenders to provide audit services for 2022.
- Four tenders were received and the FARM Committee recommended the appointment of DFK Laurance Varnay, for a term of three years, subject to satisfactory performance.

8.1 Motion: to approve DFK Laurance Varnay, for a term of three years, subject to satisfactory performance.

Motion carried.

[Type here]

9. General Business

Question: What was the membership at year end and current?

Answer: Bruce Farrar responded: 30 Jun 21 – 8,973 and Current – 6,442 which was in line with normal membership renewal patterns.

Question: Would the Board be providing a rebate for FY22 memberships?

Answer: Bruce Farrar responded that the Board had decided not to offer a rebate, but to work with the Discipline Councils/Committee and Clubs to provide funding for COCID recovery and development projects.

Question: Would the AGM attendees and apologies be published?

Answer: Yes.

10. Meeting Close

The meeting closed at 8:25pm.

**EQUESTRIAN NSW INCORPORATED
2021 ANNUAL GENERAL MEETING**

Attendees			
John	Maunder	Helen	Batson
Jane	Frankum	Sally-Ann	Barbera
David	Lawrence	Lauren	James
Coco	Miles	Sarah-Louise	McMillan
Margaret	Warwick	Robyn	Parker
Cynthia	Jarratt	Amy	McGregor
Megan	Joerg	Jane	Kibble
Katie	Robertson	Caroline	Hooper
Sylvia	Gordon	Tina	Mougios
Cathie	Drury-Klein	Danielle	Roberts
Trevor	Klein	Julie	Jones
Amber	Fuller	Colleen	Brook
Anthony	Townsend	Vicki	Burgess
Christine	Johnson	Jenny	Carroll
Pauline	Thompson	Linda	Skinner
Suzanne	Middleton	Alison	McLean
Kerry	Patchett	Helen	Chugg
Catherine	Brown	Mark	Bradley
George	Sanna	Susanne	Burns
Susie	Middleton	India	Gready
Janet	Dillon-Smith	Georgia	Rodgers
Lyndal	Patterson	Paige	Gready
Amy	McCabe	Lynette	Lynch
Toni	Venhaus	Jamie W	Kermond
Derek	Pascoe	John	Vallance
Megan	Scrivener	Lynda	Bruce
Suzanne	Doyle	Ruth	O'Grady
David	Cameron	Amanda	Madigan
Simon	Kale	Elysha	Sargent
Franz-Josef	Venhaus	Robert	Stewart
Edwena	Mitchell	Dee	McVicker

Apologies	
Lauren	Balcomb
Mark	Lindh
Mary	McInerney
Sarah	Lawley
Lynn	Murphy
Katherine	Strelein
Linda	Heuke
Ruth	O'Grady
Susan	Nixon
Louise	Horsley
Carolyn	Wiseman
Susan	Low
Bradley	Hayden
Jane	Josephs
Danielle	Roberts
Anne	White
Janet	Dillon-Smith