

**MINUTES OF THE COUNCIL MEETING
OF THE PONY CLUB ASSOCIATION OF NEW SOUTH WALES INCORPORATED**

DATE: SUNDAY 28 MARCH 2021

VENUE: THE CATHOLIC CLUB, (QUONDONG ROOM) CAMPBELLTOWN

1. OPENING AND APOLOGIES

PRESENT:

Chairman	Mr Gary Hamer (Zone 3)	Zone 16	Mrs Shauna Haipola, Mrs Louise Steinman
Zone 2	Mrs Antonia Brown		
Zone 4	Ms Fiona Pennell, Mrs Belinda Tink#	Zone 17	Apology
Zone 5	Mr Guy Thomas #*	Zone 18	Mrs Sarah Woodhouse
Zone 6	Apology	Zone 19	Mrs Leanne Bell, Mr Brian Murray
Zone 7	Mrs Clare Martin, Mr Phil Logue#	Zone 20	Ms Rachel Hodges#
Zone 8	Mrs J Morgan*	Zone 21	Mrs Sandra McDougall#
Zone 9	Mrs Kriss Wood, Mrs Felicity O'Neil	Zone 22	Apology
Zone 10	Mr Lance Syme, Mrs Vanessa Walker	Zone 23	Mrs Lorraine Carter
Zone 11	Mrs Tanya Foster#, Mrs Anna Davis#	Zone 24	Mrs Margrete Erling# Mrs Renee Delicata#
Zone 12	Apology		
Zone 13	Ms Belinda Williamson#, Mr Guy Croft#	Zone 25	Mrs Rachel Hum#
Zone 14	Mrs Michelle Nickson#, Mrs Michelle Marsden#	Zone 26	Mr Bob Gribben#, Mr Wayne Pernice
		Zone 27	Mr Grant Coe#
		Zone 28	Mrs Paula Durant#, Mrs Elaine Caswell
Zone 15	Mrs Deyarne Pointon-Wales#		

Visitors: Mrs Kerren Britton (Executive Officer), Mrs Rachel Ratini (Events and Marketing Coordinator)
#indicates members attending via zoom meeting * indicated member has proxy vote.

Mr G Hamer welcomed everyone and opened the meeting at 10.15am.

APOLOGIES: Mrs Margret Pestell OAM, Mrs Sarah Eyb, Mr Colin Donlin, Mrs Maree Tanti, Mrs Lisa Riley, Mrs Jacque Towns, Mrs Barbara Wiscombe, Mr Peter Painter OAM, Mrs Carolyn Arnold, Mrs Helga Frolich, Mrs Kerry Keatings, Mrs Amanda Wunderlich, Mrs Julie Taverner, Mrs Loesje McRae.

C1/21 That the apologies be accepted.

Moved: Mrs C Martin

Seconded: Mrs L Bell

(carried)

It was announced that there were 36 registered voters, including members attending via zoom, proxies and excluding latecomers or visitors.

2. CONFLICT OF INTEREST – Mr G Hamer asked if anyone had any conflict of interest to items listed on the agenda to declare prior to the meeting with nil response.

3. MINUTES of the Council Meeting held Tuesday 1 December 2020

4. CONFIRMATION of the minutes of the previous meeting.

C2/2 That the Minutes of the previous Meeting dated 1 December 2020 be adopted as true and accurate.

Moved: Mrs C Martin

Seconded: Mrs S Woodhouse

(carried)

State Jumping Equitation

That a Non-Championship/Novice group be offered for 2021 Jumping Equitation Championship with the two groups to be as below:

Championship Grade

Under 11	65cm
11 to under 13	75cm
13 to under 15	80cm
15 to under 17	85cm
17 to up to end of the year turning 26	90cms

Non-Championship Grade

Juniors (under 17) to choose	45cms
	65cms
	75cms
	80cms
Associate (17 to up to the end of year turn 26)	65cms
	75cms
	80cms

Non-Championship Grade not to be awarded Champion but to receive Highest Point score per height.

State Mounted Games –

That Daily Mail race replace Fishing race with the races to be:

Balloon Bursting Race: 1 minute 20 seconds	Pony Club Spillers: 3 minutes 40 sec
5 Mug Race: TBA	Five Flag Race: 2 minutes
Postman Chase: 2 minutes 20 seconds	Daily Mail Race: TBA
Sword Race: 1 minute 30 seconds	Pyramid Race: 2 minutes 30 seconds
Quoits: 2 minutes 30 seconds	Steppingstone Race: 1 minute 30 seconds

State Dressage and Showriding Championships

State Dressage Championship to now be held in conjunction with State Showriding Championship in a shortened format to be advised asap on the 23rd and 24th October 2021 at Nana Glen hosted by Zone 9.

- iii. **TREASURERS REPORT** – Mrs Carole Hodges report circulated in the 2020 Annual Report at the AGM

C9/21 That the Treasurers Report be accepted.

Moved: Mr G Hamer Seconded: Mrs S Woodhouse (carried)

- iv. **CHAIRMAN OF CHIEF INSTRUCTORS COMMITTEE REPORT** – Mrs Sarah Woodhouse report as per ZCI meeting to be circulated.

C10/21 That the Chairman of Chief Instructor Report be accepted.

Moved: Mrs S Woodhouse Seconded: Mrs C Martin (carried)

- v. Other reports – nil

Motion 5

Current rule - Only 2 login access for My Pony Club (Omni) per Club or 3 login access per Zone

Amend to - Having more people in the committee to have access to My pony Club (Omni). If we could have a max of 5 per club or Zone Access level could be altered in what they can access per user. This would prove to have true data with comments or changes track by the correct people. Current logins are shared around the committee.

Let us make the system our go too point to track member's progress and issues. Make it easier to use and accessible.

C23/21 That clubs and zones may have up to a maximum of five (5) MyPonyClub (Omni) access holders.

Moved: Mrs R Hum

Seconded: Mr L Syme

(carried)

Concerns over privacy were discussed and it was noted that it was up to each club/zone to determine the number of access holders required and all applications for access needed to be signed by the Club/Zone President.

Zone 10**Motion 6**

C23/21 That club and zone correspondence from the State Office, including mail outs and invoices, be sent electronically to club and zone secretaries.

Moved: Mrs V Walker

Seconded: Mr L Syme

Concern that club and zone officials would not receive correspondence if only sent to the club and zone secretary. Mr G Hamer asked if Zone 10 would be prepared to amend the motion.

Mrs V Walker said that Zone 10 would be happy to amend the motion leaving out the last part of the sentence from - to club and zone secretaries.

Amendment becomes the motion.

C24/21 That clubs and zones correspondence from the State Office, including mail outs and invoices, be sent electronically.

Moved: Mrs V Walker

Seconded: Mr L Syme

(carried)

13. AGENDA ITEMS

- I. Work Health & Safety – Mrs K Britton thanked clubs and zones for supporting the request for submission of risk assessments to the office prior to any activity and event and noted that clubs and zones have been very proactive in ensuring that paperwork is submitted. Updates relating to Covid-19 would be provided whenever available and clubs and zones have modified their practices to include contactless event entry, QR codes, payments etc. and are to be congratulated for their resourcefulness.

20. PCAV – Games for 2021 Nationals – tabled.
21. PCA National Program Committees, National Discipline Committees – tabled.
22. PCA reply to ZCI re changes to the Syllabus and Certificates – tabled.
23. PCA Incident Reporting System results – tabled.
24. BCS AGM minutes – tabled.
25. PCAT response re National Dressage judge program – tabled.
26. PCAQ response re National Dressage judge program – tabled.

16. GENERAL BUSINESS

- Mrs E Caswell said that she had received some feedback from Secretaries in her zone about the Omni database regarding riders not being financial when they nominate for an event including EOI for nationals. Mr G Hamer explained that EOI were an indication of rider's intent only and as many clubs didn't offer rally days etc. during 2020 we are aware that some riders were not current financial members when submitting their EOI and that all riders who are attending National Training weekends have been checked as being currently financial before being invited to attend.

Mrs V Walker suggested that one way to fix this problem may be to use Omni to register your EOI for Nationals, this would be a good reminder to rider's that they must be financial members.

Mrs V Walker suggested that it may be worthwhile surveying users to determine the main challenges when using the Omni database. Discussion held noting that invoicing, at all levels was an issue, PCA NSW moving to new system that will help with this for Active Kids voucher invoices, payments received for memberships paid outside of this system come from PCA and generally have a date range provided for clubs/zones to match memberships to payments.

Missing details relating to microchips and PIC's for state events was also a major issue, Mrs K Britton noted that these requirements were NSW only and as such probably could not be noted as mandatory fields, educating member was our only option and reminding them that they must complete all sections when adding horse details to a riders membership. PIC issue is being investigated by Omni at present.

Mr G Hamer said that PCA were aware of some of the issues facing clubs and were now working with Omni, the current contract with Omni expires in 2022 and if changes are not forthcoming PCA may seek another service provider.

- Mrs E Caswell asked for an update on the Victorian club mentioned in the National Redress Scheme, Mrs K Britton advised that PCA were working with the club in question and the National Redress scheme and noted that current PCA insurance policies provided better coverage than the redress scheme.
- Mrs K Wood asked about the Concussion Policy, Mr G Hamer said that a link to the PCA Policy was on our website as the PCA policy was adopted by NSW some time ago replacing the original NSW policy. Mrs K Wood said that her zone had a practice that all riders who fell must sit out for ½ to 1 hour before remounting, Mr G Hamer said that he believed that a medical diagnosis of concussion was needed to restrict a rider from participating and would follow up with PCA for clarification. Discussion held regarding the importance of the policy and the correct implementation held. Mrs L Bell asked if PCA NSW had a minimum requirement for first aid provision. Mrs K Britton advised that the PCA Safety Committee were working on providing some guidelines surrounding appropriate level of first aid for clubs.
- Request for information to be circulated by email as well as social media as not everyone had social media, office to attend to updates.

- Mrs S Woodhouse reminded everyone that any pony club activity or event must comply with the PCA NSW handbook and Bit Dictionary noting that there were some flyers circulating for competitions allowing the use of non-approved bits circulating.
- Request from Mrs L Bell and Mr W Pernice to circulate the report provided at the meeting by Mrs K Britton with membership details for the last five years to each zone.

17. NEXT MEETING DATE AND CLOSE MEETING – Mr G Hamer said that the next Council meeting would be held on the 25 July 2021. Mr G Hamer thanked everyone for their attendance both in person and via zoom and closed the meeting at 12.37pm