

STATE COUNCIL MEETING

THE PONY CLUB ASSOCIATION OF NEW SOUTH WALES INCORPORATED

NOTICE IS HEREBY GIVEN that a Meeting of the **'Elected Council'** of the Pony Club Association of New South Wales Incorporated will be held at the Campbelltown Catholic Club, 20-22 Camden Road, Campbelltown (Phillip Room) on Sunday 28th March 2021 approximately 9.00am after the AGM reliant on current Covid conditions.

A G E N D A

1. **OPENING AND APOLOGIES**
2. **CONFLICT OF INTEREST**
3. **MINUTES** of Council Meeting held Tuesday 1st December 2020.
4. **CONFIRMATION OF ABOVE MINUTES**
5. **BUSINESS ARISING** out of the above Minutes (other than referred to elsewhere in the Agenda).
6. **REPORTS**
 - I. President Report – Mr Gary Hamer
 - II. Executive Recommendations
 - That PCA NSW incorporate new riding shirts into the state uniform.
 - That PCA helmet standards be adopted by PCA NSW.
 - That the Terms of Reference for the Audit, Risk and Governance Committee be ratified.
 - III. Treasurer – Mrs Carole Hodges – as per the AGM
 - IV. Chairman of Chief Instructors Committee and Recommendations from the Zone Chief Instructors Meeting – Mrs S Woodhouse
 - V. Other Reports
7. **RATIFICATION** by Council of appointments of Chairman of Chief Instructors Committee and Zone Chief Instructor's Representative to the Executive.
8. **ELECTION OF OFFICERS**
 - i) President
 - ii) Vice President x 2
 - iii) Treasurer
 - iv) Council Representative x 2
9. **CONFIRMATION OF BANK SIGNATORIES**
10. **FIXATION** of Honorariums for 2021

	Present 2020
i) President	\$8,000
ii) Chairman of Chief Instructor	\$8,000
iii) Treasurer	\$7,000
11. **APPLICATIONS to host State Championships –**

12. NOTICES OF MOTION

Zone 25

Motion 1 – note this rule is applied by PCA relating to the Omni database system and will require submission to PCA if successful.

Current Rule - Active Kids Voucher not available in 'Pending Status.

Amended to Allow Pending Status to except Active Kids Vouchers

Rationale: With Clubs using Omni more and more Clubs are needing to have the right to reject or except there members. This maybe because that they have a number limit on members, and they want only last year's members to be accepted first before new members and stop at a particular number or that they may have a reason that a member is not permitted at the Club anymore. Members would be happier to use Omni if they can just enter all their details and then it would go to a pending status (including the Active Kids Voucher pending) Then the club does not have the stress of either requesting the bank and active kids details and refunding all the monies back to the parents.

Motion 2 – note this rule is applied by PCA relating to the Omni database system and will require submission to PCA if successful.

Current Rule - Cannot access Head of family login.

Amended to - Head of Family to be set up using Email address.

Rationale: If families could login using 'Head of Family' this would cut down the stress of logging in several times and minimise the email outs as currently one family may get several emails as they are all listed as individual and could also prevent emails being flagged as junk/spam.

Motion 3 – note this rule is applied by PCA relating to the Omni database system and will require submission to PCA if successful.

Request change - Updates My Pony Club or Omni App Issues

Rationale: Currently there is many issues around the Mobile app. Unable to scroll down, Screen Size will not adjust, App logging you out while you are halfway through doing things ETC. Can we have this updated to fix these issues? We need this app to be user friendly and convenient. This app is for horse people and when people are using the app they maybe in the middle of the paddock with their horse and have just remembered that they need to enter that Pony Club Comp/Day that is on. Horse people are generally people that have busy schedules and need you do thing on the run. Having to then stop and go login to a Computer at home is not convenient. I have had many mothers call me and ask for assistance as the app is just way too difficult to navigate around. Maybe we need to look at a project team that just can look at improving the App as going forward it is the new way and it does have so much more potential for clubs, Zones, State and Nationally to circulate and communicate the information needed for Pony Clubbers. Ask members, Club's, and Zones what they would like to see in their 'My Pony Club'. What is or isn't working for them.

Motion 4 – note this rule is applied by PCA relating to the Omni database system and will require submission to PCA if successful.

Current issue - Notification via Text on Omni is turned off

Request change - Allowing to Text Notifications Via Omni

Rationale: Allowing a text notification to be sent from Omni would be beneficial as currently clubs are trying to use many platforms such as 'Teams App', 'Facebook' and Emails. This can be very confusing and also a lot of private information is shared about. If we could utilise the system have it would allow us to also track the communication that gets sent to members and members would be happier to use the system going forward as it would be the one point of contact.

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.

Rationale: Currently with only people having access you need to toss up who will miss out. Access is needed for many reasons. Your Secretary needs access to update and access member information, Send out communications, Events, Member contact details ETC. A treasurer can use the access to follow payments and track monies in and out and pull financial reports ETC. President needs access to add notes of any incidents that may have happen at the club and needs to be reported so other clubs can view. Chief Instructor needs access to update grading and see other training information to allow it to be current and correct information.

Zone 10

Motion 6

Current rule - The State Office currently send all club and zone correspondence via Australia Post incurring significant cost annually to the Association (and its members).

Request change - It is proposed that all club and zone correspondence from the State Office, including mail outs and invoices, be sent electronically to club and zone secretaries.

Rational – the sending of correspondence is a very time-consuming method for the office and its also expensive. The Association spent over \$12,000 on postage in 2020. Given that there are now alternative methods such as email which offer efficiencies to both the time of office staff and costs it is recommended that this be explored. Additionally, this method reduces duplication of effort at the club and zone level with documents having to be scanned or copied for distribution to committee members or other relevant parties and is more environmentally friendly. It is recommended that the change is introduced as soon as possible. Clubs or zones still requiring hard copies to be posted could "opt-out" of email communication, as necessary.

13. AGENDA ITEMS

- I. Work Health & Safety
- II. Update of Working with Children Checks
- III. Dates for 2022

14. **CLUBS NOT FINANCIAL** – list provided on the day.
15. **CORRESPONDENCE** – List to be provided on the day.
16. **GENERAL BUSINESS**
17. **NEXT MEETING DATE (28 March 2021) AND CLOSE MEETING**