

Attendance: N O'Farrell, C Collier, D Finch, K Bickford, S Austin, C Gregory

P Toft (via teleconference)

Apologies:

In attendance: M Helmers

Issue	Decision/Outcome				
Welcome, Apologies & Conflict of Interest Register					
	The Board meeting commenced at 6:50pm. No conflicts of interested were tabled.				
Approval of minutes					
	Sue Austin identified a typo to be amended on page 2 (delete 'Major').				
	MOTION 1 (EQ180401) "That the minutes and summary of the Board Meetings held on 15 March, 2017 be approved". MOVED: Sue Austin SEC Naomi O'Farrell CARRIED				
Financials					
3.1 March EOM (EQ & SC)	Budget commentary was discussed as circulated with EOM February financials. Actuals tracking slightly ahead of forecast for revenue and expenditure is also under although most are timing related and will be realised.				
	MOTION 2 (EQ180402)				
	"That the March Finance Reports as presented be accepted". MOVED: Charles Gregory SEC Katie Bickford CARRIED				
	Charles provided an overview that the past month was spent familiarising himself with the weekly payment process and monthly reporting. Appreciation was expressed to Sam Duffy for providing all the information in a timely manner. Charles indicated that the monthly reporting was comprehensive and with his comfort in the management controls in place, suggested making a more concise higher level summary for the monthly board papers to streamline the reporting & review process.				



Issue	Decision/Outcome					
3.2 ROI for EQ Surplus Funds	CG tabled proposal with three options for improved ROI of EQ & SC accumulated surplus funds.					
	Everyone was impressed with the effort in researching highest interest rates while maintaining flexibility and agreed to move forward for EQ funds. It was preferred to put proposition to SC treasurer prior to investing SC funds.					
	MOTION 3					
	"That option B for \$700k be adopted for implementation'.					
	MOVED:	C Gregory	SEC	Katie Bickford	CARRIED	
3.3 2016 Audit Clearance Report	Summary of the hook up with auditor prior to board meeting to review the 2016 audit clearance report (tabled) and preview expectations for the 2017 Audit.					
	Performance improvement observations from the 2016 audit clearance report were noted. The ten recommendations from the previous 2014 report have been implemented.					
	efficient and		n including timi	_	based retained to ensure most report with hook up in	
3.4 Compliance register	Status for all	compliance items	either complete	ed or on track.		
CEO Report						
4.1 Management Report	Summarised succinct report including highlights included Queenslanders success winning three categories at EA Annual Awards, DQ securing Charlotte Dujardin for masterclass at Brisbane CDI. Matt was congratulated on the quality of the report.					
	MOTION 4				(EQ180404)	
	"That the CEO Management report be accepted".					
	MOVED:	Sue Austin	SEC Dav	rid Finch	CARRIED	



Issue	Decision/Outcome					
4.2 Communications Trends	Report tabled.					
5.1 Sport Committee	Naomi had raised some queries which were clarified in written correspondence.					
Minutes						
	MOTION 5 (E	EQ180405)				
	"That the March minutes received from Sport Committees be accepted".					
	MOVED: Naomi O'Farrell SEC: Katie Bickford CARRIED					
Items for Ratification						
5.2 Membership and Horse	MOTION 6	EQ180406)				
Registrations and Approvals	"Horse registrations be accepted for March, 2017".					
	MOVED: Katie Bickford SEC: Cathi Collier CARRIED					
	David raised an issue for an internal follow up regarding one of the new member coaches.					
	·	EQ180407)				
	"Membership be accepted for March, 2017".					
	MOVED: Naomi O'Farrell SEC: Cathi Collier CARRIED					
6.1 Eventing Queensland	Eventing Queensland levy proposal circulated along with subsequent correspondence. Confirmed					
Levy Proposal	there is are some unique and valid safety challenges within Eventing which requires additional					
	funding to appropriately address. Cathi filled in some blanks that were extracted from					
(note brought forward to	the EvQ meeting on 12/4.					
discuss earlier on agenda						
under CEO report)	•	EQ180408)				
	"That the proposal be accepted on the condition that the criteria is targeted on safety and there is					
	transparency on reporting of supported projects to demonstrate value to members".					
	Charles suggested that EvQ also review their balance sheet to determine if there is any surplus					
	which could be provisioned to safety so that the resource allocation is consistent with the priority.					
6.2 Equestrian Australia	Katie provided an overview of the working group meeting in Sydney on 13/4. Concern	s expressed				
Strategic Plan 2017-2020	by states on EA intent to publish without concise preamble or flowchart. Also didn't appear to have					
	the goals and performance measures determined. Outcome was some finessing of language and					
	adjustments which Paula was going to circulate.					



Issue	Decision/Outcome				
6.3 CEO/Chair Meeting 24/3 Teleconference 5/4	Notes from both meeting and teleconference were tabled with compliments to EQ for hosting and facilitating cohesion between the state branches which was the catalyst for the strategy working group meeting on 13/4.				
6.4 EA HP Structure 31/3	Documents and ensuing correspondence circulated. Supportive of inclusive approach. More to be presented at CEO forum and visit to states in May/June.				
6.5 Annual CEO Forum 20-21 Agenda	Agenda circulated last week. Some disappointing omissions were noted but not accommodated.				
General Business					
7.1 QHIA AGM 6/4	Peter provided an overview of the importance of the AGM, including MH re-election. Disappointing that EA & PCA have not renewed their affiliation with AHIC particularly given 'embrace all horse sports' is an immoveable component of their strategic plan.				
7.2 EA Board Meeting- Minutes Action Items	Circulated with accompanying comments including the NJC minutes. Katie noted EA were good at declaring any possible conflicts. Sue raised concerns over EA considering hosting IQ Nationals in same location for consecutive years without considering PCA alignment and broader implications to members. MH to check with EA that cost/benefit analysis is compiled and appropriate consultation with relevant stakeholders for impact statement precedes any decision.				
Next Meeting	The next scheduled Board meeting to be held on Tuesday May 16, 2017.				
	Katie noted apologies in advance due to personal family commitment. Agreed to schedule strategic plan review for June meeting when Katie next attends.				
	Meeting closed 9:11pm				