

Minutes of Equestrian Queensland Board meeting held 17 January, 2017 at 730pm At Sports House South, Woolloongabba

Attendance: P Toft, N O'Farrell, C Collier, D Finch, C Lok

Apologies: K Bickford, S Austin

In attendance: M Helmers

Issue	Decision/Outcome
Welcome, Apologies & Conflict of Interest Register	
	The Board meeting commenced at 7.30pm. No conflicts of interested were tabled.
Approval of minutes	
	<p>MOTION 1 (EQ011701)</p> <p>"That the minutes and summary of the Board Meetings held on 15 November be approved with a minor amendment to the wording of motion EQ111503".</p> <p>"That the 2017 budget forecast be approved including the 2017 membership fee recommendation subject to amendment for all renewing sport committee members receiving a membership rebate equivalent to supporter \$145."</p> <p>MOVED: C Lok SEC C Collier CARRIED</p>
Financials	
EQ & SC December EOM Financials & 2016 EOY	<p>Budget commentary was discussed as circulated with pre-audited financials showing a healthy surplus above forecast on the back of 25% growth in horse registration outperforming revenue expectations and frugal and disciplined expenditure. Six of seven sport committees also reporting surplus which will report a substantial consolidated surplus (\$120k+) accumulating a strong balance sheet for stability and potential scope to be more responsive to invest in future emerging opportunities within strategic priorities.</p> <p>MOTION 2 (EQ011702)</p> <p>"That the December Finance Reports as presented be accepted".</p> <p>MOVED: C Lok SEC N O Farrell CARRIED</p>
Annual Audit Timeline Overview	<p>MOTION 3 (EQ011703)</p> <p>"That the board ratify the EQ audit committee acceptance of the terms and conditions of the auditor which are consistent with budget forecast and comprehensive checklist".</p> <p>MOVED: P Toft SEC D Finch CARRIED</p>

Minutes of Equestrian Queensland Board meeting held 17 January, 2017 at 730pm At Sports House South, Woolloongabba

Issue	Decision/Outcome
CEO Report	
Strategic Priority Progress Update	<p>Tabled feedback provided to EA on 22/12 regarding their 2017-2020 Strategic discussion paper tabled at the joint session following the EA AGM in October. EA Chair and CEO will defer proposed meeting with EQ board in February to March/April.</p> <p>Update provided by leads on the following:</p> <ul style="list-style-type: none"> • EQ Awards night including compressed format and MC. Encouraging to report ticket sales exceeded the previous year and new venue can accommodate. • Presenters/topics/format for the sponsorship forum on 25/2 which KB had compiled. • HP Seminar audience (mostly new 2017 squad members announced in December), presenter topics and timetable overview with pre-season preferable timing based on feedback from squad members. Follow up intensive media training session proposed with ambassadors who are spokespeople for their discipline/sport. To review budget provisioning in March after seminar debrief. • Membership recruitment pilot commenced at sign on days with visits to ten clubs in various locations scheduled in January/February. Support from EA DO Tracey Vardy appreciated and improved efficiency in processing memberships has allowed EQ staff to also have presence. • Statewide Facility Plan Proposal tabled for discussion ahead of state government submission deadline on 30/1.
Communications Trends	Table communications trends highlight 19% annual growth with more than 90,000 unique visitors to the EQ website in 2016, expanding FB following and increased click rate for articles in the enews. New chart highlights correlation between competition season and traffic.
Sport Committee Minutes	<p>Sport Committees were acknowledged for timely and detailed minutes.</p> <p>MOTION 4 (EQ011704) "That the November & December minutes received from Sport Committees be accepted". MOVED: N O'Farrell SEC: P Toft CARRIED</p>
Membership and Horse Registrations and Approvals	<p>MOTION 5 (EQ011705) "Membership and horse registrations be accepted for November & December, 2016". MOVED: C Collier SEC: N O'Farrell CARRIED</p>

Minutes of Equestrian Queensland Board meeting held 17 January, 2017 at 730pm At Sports House South, Woolloongabba

Issue	Decision/Outcome
Items for Ratification	
Flying minute resolution	<p>MOTION 6 (EQ011706) “That the EQ 2017 state squads selected in accordance with the selection policy as outlined in flying minute circulated in December be ratified”. MOVED: D Finch SEC: C Collier CARRIED</p>
Items for Discussion/Noting	
EA Board and national sport committee minutes	EA board meetings minutes for 2016 as emailed to state branches on 13/12/16 were tabled. Endurance (November) and Vaulting (August) were also tabled.
EQ Constitutional Changes	<p>Provided to sport committees in October forum and no concerns or amendments raised. Three main objectives to be used in the preamble to accompany the expansive list of changes:</p> <ol style="list-style-type: none"> 1. To modernise 2. Reflect membership categories 3. Align with EA
Board Development and Assessment Policy	The evaluation tool was completed as a collective for the group as well as individually. Provides an opportunity for self-reflection and identifies areas for improvement.
EQ Office	Confirmation of the existing office lease extended for 2017.
Judiciary Panel	No tribunals to report. A brief update of the status of member protection matters was provided.
General Business	
Interschool Nationals-Event Director	Update on status of interview phase after shortlisting candidates from expression of Interest published in December. PT was impressed by the calibre of applicants.
National Safeguarding Children in Sport	CC participated with EA delegates in an interview of 42 NSO’s by the Australian Childhood Foundation (ACF) regarding National Safeguarding Children in Sport for the ASC following the Royal Commission into Institutional responses to child sexual abuse.
Blue Card Review	Update provide on the Blue Card and Foster Care system review by Queensland Family and Child Commission including a paper from an industry forum attended by a QSport board member which summarised the terms of reference and a discussion paper.
Next Meeting	<p>Meeting closed 8:45pm The next scheduled Board meeting to be held on Tuesday February 21, 2017.</p>