



## Minutes of Equestrian Queensland Board meeting held 18 July, 2017 (6.30pm-10.10pm) At Sports House South, Woolloongabba

**Attendance:** C Collier, C Gregory (teleconference), P Toft, K Bickford, N O'Farrell, S Austin

**Apologies:** D Finch

**In attendance:** M Helmers, S Duffy

For agenda item 3.1:

**Guests:** B.Jenkins & N.Breeze- JQ, C.Simpson-EvQ, N.Ballard-IQ, S.Christofis & R.Spring-SHQ, D.Cumming & W.Mungomery-VQ

Apology: L.Murray- DQ

Issue	Decision/Outcome
<b>Welcome, Apologies &amp; Conflict of Interest Register</b>	
	The Board meeting commenced at 6:29pm, chaired by CC. No conflicts of interest were tabled in relation to agenda items.
<b>Approval of minutes</b>	
<b>2.1 Previous Meeting - June</b>	CG- action item relating to PD suggestion on page 1 to be removed. Preference to have a more in depth discussion at a later date. Wording of 5.4 was clarified to ensure that the board were on the same page that the initiative/trial is on hold until privacy issue is satisfied.  No further matters arising from the minutes.  <b>MOTION 1</b> <span style="float: right;"><b>(EQ180701)</b></span> "That the minutes and summary of the Board Meetings held on 20 June, 2017 be approved with the agreed amendment". MOVED:        K Bickford                                SEC                                P Toft                                CARRIED
<b>3.1 EQ 2016-2019 Strategic Framework Mid- Review</b>	Eight delegates representing five sport committees arrived at 7pm for a facilitated discussion led by CC reviewing the EQ strategic framework incorporating the recently published EA priorities. The proposed amendments were unanimously endorsed and the opportunity for all SC's to integrate their operational plans into a consistent template welcomed. An overview of the achievements over the past 18 months were highlighted and each sport committee identified their priorities for the coming year.

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<b>CEO Report</b>	
<b>4.1 Management Report</b>	Summarised succinct report of highlights including delivery of Dressage Youth Nationals, announcement of naming rights sponsor for AIC, support from NPSR development of media accreditation, sponsorship agreements and marketing plans and how it relates to broader strategy, EA proposed HP funding allocation, and Jean Betts selected to represent Australia at the World Junior Vaulting Championships in Austria. Some hot issues were also discussed.
<b>4.2 Budget Commentary</b>	Budget commentary for EOM June financials with additional CEO explanatory notes. Improved consolidated P&L on YTY comparison predominantly on the back of sport committee events.
<b>4.3 Board Pack</b>	<p><b>MOTION 3 (EQ180703)</b>            "That the June financial reports including commentary be accepted".            MOVED: C Gregory SEC P Toft CARRIED</p>
<b>4.3 EQ &amp; SC EOM- June</b>	Circulated for reference only.
<b>Items for Discussion/Noting</b>	
<b>5.1 EQ Risk Register</b>	<p>Top ten for monitoring. Allocated responsibilities to each board member to lead.</p> <p>Mitigation controls under each of those risks to reduce each risk to an acceptable level. Each director to assist CG and CC and report back any changes to then put a mitigation strategy and controls in place. To work through top 10 and workshop/brainstorming at board meetings starting next meeting with risks 1 and 2 on the register.</p>
<b>5.2 EA June Board meeting minutes</b>	<p>Teleconference held with State CEO's and State Chairs 27/6 for response to EA letter on 14/6. It was agreed that DF would take the lead in drafting a letter to be endorsed by the states.</p> <p>Specific list of question was compiled by the CEO's and provided to EV CEO (Fiona Baxter) on 30/6, ahead of her meeting with EA CEO (Paula Ward) on 4/7. Her summary was emailed 14/7 to states.</p>
<b>5.3 EA 2017-2020 Strategic Pillar KPI's</b>	EA strategic KPI's were belatedly provided on 4/7, several months after the publication of the 'EA wheel' in April.

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<b>Items for Ratification</b>	
<b>6.1 Sport Committee Minutes</b>	<p><b>MOTION 4</b> <span style="float: right;"><b>(EQ180705)</b></span>            "That the June minutes received from Sport Committees be accepted".            MOVED:            N O'Farrell                    SEC:            K Bickford                    CARRIED</p>
<b>6.2 Membership and Horse Registration approvals - June</b>	<p><b>MOTION 5</b> <span style="float: right;"><b>(EQ180705)</b></span>            "Horse registrations and memberships be accepted for June, 2017".            MOVED:            K Bickford                    SEC:            N O'Farrell                    CARRIED</p>
<b>General Business</b>	
<b>7.2 Website Bios</b>	Website should be updated to highlight the credentials of the board as another way to demonstrate value to members.
<b>Next Meeting</b>	<p><b>The next scheduled Board meeting to be held on Tuesday August 15, 2017.</b></p> <p>Meeting closed <b>10:10pm</b></p>