



**Minutes of Equestrian Queensland Board meeting held 16 May, 2017 (650-945pm)
At Sports House South, Woolloongabba**

Attendance: N O'Farrell, C Collier, D Finch, S Austin, C Gregory, P Toft

Apologies: K Bickford

In attendance: M Helmers and S Duffy

Issue	Decision/Outcome
Welcome, Apologies & Conflict of Interest Register	
	The Board meeting commenced at 6:50pm. No conflicts of interested were tabled in relation to agenda items.
Approval of minutes	
	CG enquired as to the status of the action item in relation to resolution EQ180408. MH tabled an email communicating the required message on 2/5. It was agreed that the email clearly communicated the message as intended, however noted the draft EvQ May minutes was not sufficiently expansive to acknowledge the accompanying conditions on approval of the levy. MOTION 1 (EQ160501) "That the minutes and summary of the Board Meetings held on 18 April, 2017 be approved". MOVED: C Collier SEC S Austin CARRIED
Financials	
3.1 April EOM (EQ & SC)	Budget commentary with additional CEO commentary was circulated and discussed along with EOM April financials. CG highlighted that EOM volume of reporting was huge so 'board pack' has been provided this month as high level overview and will refine as the year progresses. Further detailed reports can be made available for those Board members that require it.
	MOTION 2 (EQ160502) "That the April Finance Reports as presented be accepted". MOVED: C Gregory SEC D Finch CARRIED

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3.2 Risk Review	<p>EQ had a collective obligation to monitor and manage risk. CC distributed a briefing paper outlining a process with several steps to work through to develop a register. First step was initiated with a workshop to capture identified known risks across key categories. Those risks were then to be populated into the template using defined ratings across three variables. Engage similar processes with the sport committees.</p> <p>Duty of care and a safety issue arose out of this discussion and how we fulfil the obligation while working within the current sporting rules. Eventing Chair, Des Hughes, was called to provide a perspective on the matter.</p> <p>MOTION 3 (EQ160502) In circumstances where a member’s level of competency as demonstrated by repeated falls, and, or dangerous riding exposes them to potential harm, the Board of Equestrian Queensland has the right to restrict their eligibility to compete and if necessary to suspend their membership.</p> <p>MOVED: C Collier SEC C Gregory CARRIED</p> <p>EQ to pass a resolution for adoption of a rider safety bylaw and provided to EA for it to be considered for adoption a national level.</p>
3.3 Compliance register	Status for all compliance items either completed or on track.
CEO Report	
4.1 Management Report	<p>Summarised succinct report including highlights included impressive ticket sales for Charlotte Dujardin for masterclass, Aquis Champions Tour success including new express eventing exhibition to showcase on the final day of the program. Some hot issues were also discussed:</p> <ul style="list-style-type: none"> • MH outlined a scenario around ‘fitness to compete’. Through a recent fall the member identified a medical condition which did not compromise riding ability but highlighted an elevated health risk in the event of a fall. TD had some concerns of rider welfare and safety but there was no precedent for ongoing exclusion based on medical condition and limitations within the rules as the rider (parent) had accepted the risk. • DD State School interpretation of supervisor requirement to participate in IQ.

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4.1 Management Report (cont)	MOTION 4 (EQ160504) "That the CEO Management report be accepted". MOVED: D Finch SEC S Austin CARRIED
4.2 Communications Trends	Report tabled
Items for Ratification	
5.1 Sport Committee Minutes	NO had raised some queries which were clarified in written correspondence. Unlike ADC, Show Horse rules are not prescriptive for judge payments and required a mechanism to manage expectations. Eventing minutes (discussed previously) suggested adjusting wording on levy proposal. EvQ were also notified of clash of their rescheduled TEG 3DE event with the EQ annual sponsorship forum. EvQ minutes discussed Kooralbyn being impacted but wasn't clear if they had been advised/reminded of the disaster funding that was available to them. MOTION 5 (EQ160505) "That the April minutes received from Sport Committees be accepted". MOVED: N O'Farrell SEC: C Collier CARRIED
5.2 Membership and Horse Registrations and Approvals	MOTION 6 (EQ160506) "Horse registrations be accepted for April, 2017". MOVED: D Finch SEC: N O'Farrell CARRIED MOTION 7 (EQ160507) "Membership be accepted for April, 2017". MOVED: P Toft SEC: C Gregory CARRIED
Items for Discussion	
6.1 Preview EQ Strategic Plan Review – June 2017	Consolidated summary of previous review with all leads in July/August circulated. Hold over to next meeting. To be combined with the management report and 12 month review. Sport Committee to nominate a delegate. Meeting to commence at 6pm. 7-8pm with SC.

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6.2 EA Grievance and Disciplinary Procedures	EA proposed flow chart circulated for feedback. Preliminary comments tabled highlighting the need to keep a simple overview for members and a more comprehensive detailed summary for state branches who implement. EQ has raised questions around defining the MPIO role and current capabilities as concerns over costs and capacity to service the proposed structure. EQ staff members all trained as MPIO and this preliminary step had been left off the flow chart. Suggest that there be 2 flowcharts. One for the member and second one for internal use and this would ensure that consistency was applied within the states. Since there was an overlap in jurisdiction so important that we are consistent with our application.
6.3 2016 EA Annual Awards Submissions	Summary of winning submissions for noting.
General Business	
7.1 HMBALG 18/5	Government release of the parliamentary findings, which did not require any changes to EQ current position. The findings would make people more self-reporting of adverse reactions and DAF to communicate this recommendation to industry bodies. EQ would then disseminate the information to the clubs and the members so that members were aware of it. More detailed discussion around recommendations were on the agenda for the HBMALG meeting scheduled on 18/5. All Board members agreed that our current position remains unchanged.
Regional Biosecurity Coverage	The AHA EADRA training proposed for 31/5 had been postponed.
7.2 Website Bios	EQ website should be updated to highlight the credentials of the elected volunteer directors as another way to demonstrate value to members.
Next Meeting	The next scheduled Board meeting to be held on Tuesday June 20, 2017. Meeting closed 9:45pm