

## Minutes of Equestrian Queensland Board meeting held 19 July, 2016 at 700pm At Sports House South, Woolloongabba

**Attendance:** D Finch, P Toft, C Lok, S Austin, N O'Farrell, C Collier and K Bickford

**Apologies:**

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

Issue	Decision/Outcome
<b>Welcome, Apologies &amp; Conflict of Interest Register</b>	
	The Board meeting commenced at 7.00pm.
<b>Approval/Confirmation of previous minutes</b>	
	<p><b>MOTION 1</b> <span style="float: right;"><b>(EQ071901)</b></span></p> <p>“That the minutes of the Board Meetings held on 21 June, 2016 be approved”.</p> <p>MOVED: N O'Farrell    SEC K Bickford CARRIED</p>
<b>Financials</b>	
<b>EQ &amp; SC June EOM Financials &amp; YTD</b>	<p>Still tracking ahead of projection. Overview provided on EA's NCAS announcement.</p> <p><b>MOTION 2</b> <span style="float: right;"><b>(EQ071902)</b></span></p> <p>“That the June, 2016 Finance Reports as presented be accepted”.</p> <p>MOVED: C Lok            SEC D Finch CARRIED</p>
<b>CEO Report</b>	
<b>Summary of developments</b>	Scoping session appointments scheduled with lead directors to expand on deliverables and timelines for key priorities.
<b>EA National Commercialisation Framework</b>	The EQ Board supported the proposal but noted some possible concerns at this time and felt that it was premature to sign a legally binding document by the proposed deadline. Preference to work towards these objectives under an MOU. Request a summary of EA's properties and sponsorship arrangements.

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<b>Communications Trends</b>	<p>KB met with MH this week on her key priorities under the strategic plan.</p> <p>KB indicated that the tabled monthly communications trends tracking existing reach and engagement metrics was vital in assisting with attracting and retaining sponsorships and complimented the team on developing it.</p>
<b>SRQ Mid-year Activity Report</b>	<p>Submitted SRQ mid-year activity report tabled outlining participation growth, club support and service delivery. Minister announcement received on budget and target areas with application process for next round of indicative funding for 2017-2019 will commence in the coming months.</p>
<b>QSERA – 2015 Survey Results</b>	<p>SA provided a summary provided of the QSERA annual survey results. Some limitations to the report as it doesn't track junior participation, however provides useful context for participation rates across a range and some insights into the drivers and barriers to participation.</p>
	<p><b>MOTION 3</b> <span style="float: right;"><b>(EQ071903)</b></span></p> <p>“That the report as presented be accepted”.</p> <p>MOVED: D Finch      SEC: N O’Farrell      CARRIED</p>
<b>Items for Ratification</b>	
<b>Sport Committee Minutes</b>	<p>Suggested that IQ be put into the correct template prior to ratification at their next meeting.</p> <p><b>MOTION 4</b> <span style="float: right;"><b>(EQ071904)</b></span></p> <p>“That the June minutes received from Sport Committees and no issues arising”.</p> <p>MOVED: N O’Farrell      SEC: D Finch      CARRIED</p>
<b>Membership and Horse Registrations and Approvals</b>	<p><b>MOTION 5</b> <span style="float: right;"><b>(EQ071905)</b></span></p> <p>“Membership and horse registrations be accepted for June, 2016”.</p> <p>MOVED: K Bickford      SEC: N O’Farrell      CARRIED</p>

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<b>IT Support &amp; Hardware Proposal</b>	Quotes have been received but comparison summary not yet compiled. Decision deferred to next meeting.
<b>Items for Discussion/Noting</b>	
<b>Governance Reform – EA Constitutional Change Update</b>	<p>CC advised of EA proposed amendments following further consultation:</p> <ul style="list-style-type: none"> <li>• Remove the 40% gender balance clause from the constitution but integrated into charter.</li> <li>• Remove detail of the nominations committee and charter. Do be dealt with outside of the constitution in a separate charter document.</li> </ul> <p>While it did not include the annual board evaluation (recommended by EQ), satisfied it was a progression on governance and likely to achieve unanimous agreement across the states.</p> <p><b>MOTION 6</b> <span style="float: right;"><b>(EQ071906)</b></span></p> <p>“Recommendations provided as it related to the constitutional changes be accepted”.</p> <p>MOVED: C Collier                      SEC: N O’Farrell      CARRIED</p>
<b>EQ preferred events for EA/TEQ deliverables</b>	Summary notes from the meeting with TEQ in Toowoomba 29/6 was tabled along with a shortlist of possible events.
<b>Judiciary Panel Updates</b>	<p>ESA have put a proposal forward recommendation share outcomes of judiciary hearings to enable a guideline for judgement across the States due to the varying degree of penalties being imposed.</p> <p><b>MOTION 6</b> <span style="float: right;"><b>(EQ071906)</b></span></p> <p>“Agree to share outcomes of judiciary hearings.”</p> <p>MOVED: N O’Farrell                      SEC: S Austin      CARRIED</p>

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<b>Outstanding matters from correspondence</b>	<p>Letter received from K Cameron, lobbying a contingency for the Kirra tick spray facility relocation.</p> <p>Some discussion around where PCAQ sits, as they did not previously have registered horses (new system introduced in the past 12 months). Draft response tabled from PT, outlining empathy for the push and providing an overview of the incremental progress made over a protracted history and the absence of a contingency.</p>
<b>General Business</b>	
<b>NIC Minutes – Draft Statement</b>	<p>Overview of the outcome of the meeting specifically in relation to the agenda item expressing concerns regarding 2017 Nationals in Queensland. Draft document tabled to provide to the states to address their concerns.</p>
<b>Ministers Luncheon Debrief</b>	<p>Debrief from CC regarding the Ministers luncheon including the three potential opportunities to follow up.</p>
<b>RIO Blackout</b>	<p>Michelle Cook provided a document for the RIO blackout period from 27 July to 24 August – mainly targeted at big corporates, applies to national federations and then states. Recommendation is to engage.</p> <p><b>MOTION 7 (EQ071907)</b>  “EQ would be engaging in promotion via website and social media”.</p> <p>MOVED: C Lok                    SEC: K Bickford    CARRIED</p>
<b>EA Staffing Changes</b>	<p>Verbal update on staffing changes, Daniel Griffiths, Sue Hartog and Hayley Kirk.</p>
<b>Non-disclosure agreement</b>	<p>KB, DF and MH attended TEQ meeting. TEQ have provided a confidentiality letter that needs to be signed prior to providing the WEG Feasibility Study. EQ supports in principle but some clarity needed around feasibility study as well as contract and clarity around planning and delivery of the events.</p>
<b>Next Meeting</b>	<p>Meeting closed 9.20pm  <b>The next scheduled Board meeting to be held on Tuesday 16 August 2016.</b></p>