

**Minutes of Equestrian Queensland Board meeting held  
Tuesday 21 July 2020 (6.40pm – 9.15 pm)  
Via ZOOM**

Agenda Item	Decision/Outcome/Discussion	Action/Time Frame
<b>1.0 In Camera Session</b>	No in-camera session. Meeting opened at 6.40pm VIA Zoom	
<b>2.0 Meeting opened</b>	<p>Directors in Attendance: D Finch, J Huppert, C Keable, S Austin, J Harm, N Ballard</p> <p>Apologies: N Lockhart</p> <p>Guests: B Toft, S Duffy</p>	
<b>3.0 Declarations of Conflict of Interest</b>	No new or additional conflicts noted.	
<b>4.0 Minutes of Previous Meeting including flying minutes</b>	<p>Items not yet actioned - High Performance and outgoing communication to tribunal panel and other parties.</p> <p><b>MOTION 1 (EQ180801)</b></p> <p>“That the minutes held on 15 July, 2020 and any flying minutes circulated and summaries of the Board Meeting be approved.”</p> <p>Board in agreement that the minutes be approved.</p>	Publish all approved summaries of the minutes to the EQ website and include in the next e-news.
<b>5.0 Sub/Sport Committee Reports/Minutes</b>	<p><b>MOTION 2 (EQ180802)</b></p> <p>“That the summary minutes of sport committees received be accepted”.</p> <p>Board in agreement that the sport committee minutes be approved.</p>	
<b>6.0 Matters arising from the Sub/Sport Committee Minutes/Other</b>	No matters arising.	
<b>7.0 Strategic Objectives &amp; Executive Reports</b>		
<b>7.1 EA Administration/ EA Engage /EQ Strategy</b>	<p>Overview of situation was provided by CK, DF and BT. Draft communications to members was slightly amended and released at the time of the meeting. Important to ensure that members understand where Equestrian Queensland stands in relation to the draft Constitution. Board thanked those who had been involved to get to the current position.</p> <p>Email received from States on skills and diversity matrix and nominations committee – BT to forward document with feedback to be provided ASAP.</p> <p>After consideration, EQ’s current position as it relates to the NST stands. Supportive of the NST moving forward and will engage NST for new matters. EQ not going to refer closed matters.</p>	

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<b>7.2 CEO Report &amp; Monthly Financials</b>	Positive month. Solid return to memberships with release of part year and horse registrations. Positive position and should hold strong leading into the end of the year. Remain cautiously aware, leading into September with large events, IQ States, Brisbane CDN, Spring into Jumping and Showhorse HOTY.	
<b>7.2 CEO Report &amp; Monthly Financials</b>	<p><b>Policy and Risk Review</b> - work has recommenced. Please see Interschool Queensland Risk Management Plan in Item 8.1</p> <p><b>Biosecurity &amp; Coronavirus</b> – Revised Industry plan release by 20 July. Submitting special plans for Spring into Jumping, Horse of the Year, Brisbane CDN, Interschool State Champs. Letter submitted to State Gov to request further easing of camping restrictions (attached). Currently awaiting formal response but preliminary gov advice is positive. New Biosecurity resources developed to support COVID-19 recovery and return to activity.</p> <p><b>Horse Welfare</b> - EQ and QHIA nominated and appointed to be part of the newly established Animal Welfare Project within Biosecurity Queensland. First meeting held Friday 7 August 2020 (see correspondence)</p> <p><b>Officials &amp; Coaching Committee/Advisory groups</b> – Proposing to draft term for a EQ Coaching Committee and EQ Officials Committee. Also commencing work on proposed levy to support officials education for introduction in 2021 to be included in 2021 budget for consideration</p> <p><b>State Wide Facilities Project</b> – project on track. Terms of reference document in draft but yet to be finalised.</p>	
	<p><b>Operations</b></p> <p><b>Staff and remote working</b> – mixed remote/office working in place. Office attending Tues – Friday with some working from home.</p> <p><b>Membership Statistics</b> – See break down below. Trend with decrease in senior competitor membership and increase in participation membership. Membership stats starting to recover</p> <p><b>Budget</b> – 2020 re-forecast and 2021 draft budget to be provided by 31 August.</p> <p><b>Club Development</b> – Good Governance workshops being planned for Toowoomba and Central Queensland. Toowoomba workshop deferred to likely Nov. Expensed in 2019 so there is not fixed cost for these workshops other than travel.</p>	
	<p><b>Opportunities &amp; Advocacy</b></p> <p><b>Impacts of COVID Sport Industry Survey</b> - industry survey underway to support return to competitions. EQ Feedback regarding relaxation of numbers and camping.</p> <p><b>Safety &amp; Medication Service Provision</b> – EA currently preparing resources to support event organisers, clubs and officials with determining level of medical/first aid coverage and personnel required in line with national discipline rule and state rules.</p>	

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	<p><b>QSport – One Management Model</b> - Working on paper re management models and options</p> <p><b>MOTION 3 (EQ180803)</b> “That the July management &amp; financial reports including commentary be accepted”.</p> <p>Board in Agreement</p>	
<b>7.3 COVID-19 Impact/Easing of Restrictions</b>	Consolidated submission with motorsports has been submitted to Queensland Health, as it relates to the 15 metre camping buffer. Due to be reviewed this week.	
<b>8.0 Other Items for Ratification &amp; Noting</b>		
<b>8.1 Interschool Queensland Risk Management Plan 2020</b>	Interschool Queensland Risk Management Plan has been well received. Department of education has been supportive of the revised documentation. Document used as a tool to schools that have been reluctant to let students participate.	
<b>8.2 Event planning and support</b>	Overview of the upcoming weeks and events given by SD. Board provide support where required.	
<b>8.3 High Performance Planning 2020-21</b>	JHa, BT and SD to meeting in the coming weeks to discuss what key areas can be delivered in 2020 and strategies of engagement of all athletes.	
<b>8.4 Dressage Queensland /QSEC</b>	COVID-19 operational plan provided by Dressage Queensland. Extra layer of complexity due to the need to support the event due to trade village area.	
<b>8.5 Driving Queensland Strategy</b>	Engaged CPR group – driving strategy – reference Equestrian Queensland – 2 day program financial contribution to the strategy. Product that we can adapt using driving as the pilot – AGM each sport discipline which aligns with the EQ strategic plan, same pillars and uniformity – with an EA strategic plan, this is a perfect induction tool. Engagement tool. Final to be released once changes have been made with further consultation with stakeholders.	
<b>8.6 State-wide Facilities Plan</b>	Ongoing.	
<b>8.7 Yellow Cards, Official Warnings, reported Concussions &amp; Rider Falls</b>	Report not received.	
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<b>8.8 Membership &amp; Horse Registrations</b>	<p><b>MOTION 4 (EQ180404)</b>  “Horse registrations and new memberships be accepted for July, 2020”.</p> <p>Outline on particular issues with prefix/suffix and change of horse name Nintendo. Set fee for prefix registration fee. Future report to be provide re change of names.</p> <p>Board in agreement.</p>	
<b>8.9 Correspondence</b>	Animal Welfare Project co-ordinated by Biosecurity Queensland – terms of reference document provided for information. As a Board member EQ is the conduit that supports broader horse sport and industry.	
<b>8.10 Member &amp; Other complaints</b>	Report provided with an overview given of issues arising during the course of the month.	
<b>9.0 Other Business &amp; Next Meeting</b>		
<b>9.1 Board Calendar</b>	2020 Board calendar tabled.	.
<b>9.2 Other Business</b>	2020 Equestrian Queensland Awards night – opportunity to reshape the awards night. DQ & EVQ not hosting an awards night this year. Gives an opportunity to bring everyone together with a less formal event and reinvigorate the awards.	
	<p>The meeting closed at 9.15pm.</p> <p><b>The next scheduled Board meeting is to be held on Tuesday 15 September, 2020.</b></p>	