

**SUMMARY of the Minutes of Equestrian Queensland Board meeting held
Tuesday 16 September 2020 (7.30pm – 9.30pm)
Held at Sports House, Milton & ZOOM**

Agenda Item	Decision/Outcome/Discussion	Action/Time Frame
1.0 In Camera Session	In-camera session commenced at 6.30pm. Meeting opened at 7.30pm	
2.0 Meeting opened	Directors in Attendance: D Finch, C Keable, J Harm, N Lane ZOOM N Ballard, J Huppert and S Austin Guests: B Toft, S Duffy	
3.0 Declarations of Conflict of Interest	No new or additional conflicts noted.	
4.0 Minutes of Previous Meeting including flying minutes	MOTION 1 (EQ160901) “That the minutes held on 18 August, 2020 and any flying minutes circulated and summaries of the Board Meeting be approved.” Board in agreement that the minutes be approved.	Publish all approved summaries of the minutes to the EQ website and include in the next e-news.
5.0 Sub/Sport Committee Reports/Minutes	MOTION 2 (EQ160902) “That the summary minutes of sport committees received be accepted”. Board in agreement that the sport committee minutes be approved.	
6.0 Matters arising from the Sub/Sport Committee Minutes/Other	No matters arising.	
7.0 Strategic Objectives & Executive Reports		
7.1 EA Administration/ EA SGM/ EA Committee of Inspection	Board worked together collectively to revise the draft member release for website and facebook dated 15 September. Discussion around continuing to work towards strategy document, whilst EA transitions towards new board, keeping in mind that the strategy may well be change. The input provided from the outgoing EA was extremely valuable but the new strategy document, may have a completely difference perspective. Seek to receive detail as it relates to reporting from KordaMentha.	
7.2 EQ Strategy and Pony Club Queensland Joint Board Meeting	Work towards a joint session. Seek agenda items and items where EQ can work closely with PCAQ.	

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7.3 CEO Report & Monthly Financials	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.	
7.3 CEO Report & Monthly Financials	<p>Policy and Risk Review - work has recommenced. Please see Interschool Queensland Risk Management Plan in Item 8.1</p> <p>Biosecurity & Coronavirus – Revised Industry plan. 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>Officials & Coaching Committee/Advisory groups – 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>State Wide Facilities Project – project on track. See Item 8.5 regarding Lockyer Valley Equine Project development.</p>	
	<p>Operations</p> <p>Staff and remote working – mixed remote/office working in place. Office almost daily, with some working from home periodically.</p> <p>Membership Statistics – See break down provided. Trend with decrease in senior competitor membership and increase in participation membership. Membership stats starting to recover</p> <p>Budget – 2020 re-forecast and 2021 draft budget planned but deferred to October meeting.</p> <p>Complaints – separate action item.</p> <p>Club Development – 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>Opportunities & Advocacy</p> <p>Impacts of COVID Sport Industry Survey - industry survey underway to support return to competitions. EQ Feedback regarding relaxation of numbers and camping.</p> <p>Safety & Medication Service Provision – 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>	
	<p>QSport – One Management Model - Working on paper re management models and options</p> <p>MOTION 3 (EQ160903) “That the August management & financial reports including commentary be accepted”.</p> <p>Board in Agreement</p>	
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7.4 COVID-19 Impact/Easing of Restrictions	Additional measures in place for IQ State Championships which will exceed 500 people per day under the standardised plan. Requirement for restriction of parents with children and any supporters.	
8.0 Other Items for Ratification & Noting		
8.1 ICDF Funding	That the funding allocation was accepted.	
8.2 Event Planning / Awards	Item deferred to October.	
8.3 Sport Committee Appointments	MOTION 4 (EQ160904) “That Sport Committee appointments for Eventing Queensland and Driving Queensland be accepted”. Board in Agreement	
8.4 High Performance Planning 2020-21	JH gave overview of future planning. To provide report at October meeting.	
8.5 Statewide Facilities Plan / Lockyer Valley Racing and Equine Collaborative	Lockyer Valley Racing & Equine. Stakeholder collaborative invited EQ to be an active participant in the project joining Lockyer Valley Equine and Racing Collaborative. Terms of reference tabled. Exciting opportunity. Forward vision is to see how they link into the 2032 Olympic Games potentially.	
8.6 Yellow Cards, Official Warnings, reported Concussions & Rider Falls	Reports received. Corrective actions piece at HOTY and disclosure to Gow Gates.	
8.7 Membership & Horse Registrations	MOTION 4 (EQ160904) “Horse registrations and new memberships be accepted for September, 2020”. Board in agreement.	
8.8 Correspondence		
8.9 Member & Other complaints	Report provided with an overview given of issues arising during the course of the month.	
9.0 Other Business & Next Meeting		
9.1 Board Calendar	2020 Board calendar tabled.	
9.2 Other Business	Nil.	
	The meeting closed at 9.30pm. The next scheduled Board meeting is to be held on Tuesday 20 October, 2020.	