

SUMMARY
Minutes of Equestrian Queensland Board meeting held
16 October, 2018 (7.20pm – 9.30pm)
At Queensland Sport & Athletics Centre, Kessels Road, Nathan

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

Apologies:

In attendance: S Duffy

Agenda Item	Decision/Outcome
Welcome, Apologies & Conflict of Interest Register	The meeting was opened at 7.20pm after an in-camera session.
1.1 Risk Register Standing Item-	Held over to November meeting.
1.2 Conflict Register	DF declared a conflict of interest in relation to any calendar discussion involving TJC.
Approval of minutes	
2.1 Previous Meeting – September	<p style="text-align: center;">MOTION 1 (EQ16101)</p> <p>“That the minutes and summary of the Board Meetings held on September 18, 2018 be approved”.</p> <p>MOVED: K Bickford SEC S Austin CARRIED</p>
CEO Report	
3.1 Management Report – progress on milestones	No management report tabled at this meeting due to the CEO position being vacant. Statistic document tabled.
3.2 Budget Commentary and board pack	<p>DQ Treasurer advised management that additional event income in October to be received into the DQ accounts, which will rectify the current deficit.</p> <p style="text-align: center;">MOTION 2 (EQ16102)</p> <p>“That the September management & financial reports including commentary be accepted”.</p> <p>MOVED: C Gregory SEC P Toft CARRIED</p>
Items for Discussion /Noting	
4.1 EA Update	Two stream process of nominating for the EA Board. One as an individual (closed 16 October), the other nominated by the State Branch. EQ to endorse State representative Ulrich Klatt. State nominations close on 15 November. Endorsed DF and CG to attend as EA AGM on 21 November, as EQ delegates. CAG to collectively nominate delegate for EA for Coaching Forum 22 November.
4.2 Outstanding items	<p>Ensure all action items remain on the to do list until completed</p> <ul style="list-style-type: none"> - Add project management to risk register - Biosecurity log book – provision for RBE - State Championship/Major event tendering process review to be considered with event scheduling guidelines
4.3 Sport Committee forum 1 November	Constructive feedback provided from the sport committee survey with suggested improvements.
4.4 Draft Membership fees	Draft membership document provided with increases in membership in the various categories. Large increases due to EA passing on increased insurance costs and CPI on the admin component. Totals \$74k that needs to included in the budget build for 2019. Insurances increases has occurred due to large claims over the last couple of years.

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4.5 Private Equestrian facility development at Larapinta	EQ Board representatives met with Nikki and Jess Irvine to discuss the equestrian facility development at Larapinta. EQ through its board to stay engaged on this project as it fulfils a strategic pillar.
4.6 Potential collaboration with Polo	CC met with President of Brisbane Polo and Equestrian Club which is interested in collaborating with EQ. A membership growth opportunity starting with club affiliation and recreational member recruitment.
Items for Ratification	
5.1 Sport Committee Minutes	MOTION 3 (EQ161003) “That the minutes received from Sport Committees be accepted”. MOVED: N O’Farrell SEC: K Bickford CARRIED
5.2 Membership and Horse Registration approvals – September	MOTION 4 (EQ161004) “Horse registrations and memberships be accepted for September, 2018”. MOVED: K Bickford SEC: D Finch CARRIED
5.3 Sport development funding changes	Sport development funding changes tabled. Changes to program 1 reflected requests to provide greater funding to those clubs with larger EQ membership. Issues raised whether this will affect grant funding for regional clubs that provide to services to all equestrian sports not just EQ sports.
5.4 Sport Committee squad criteria and Squad agreements – Jumping and Vaulting	MOTION 5 (EQ161005) “Squad Criteria for both Jumping and Vaulting, Development Group criteria for Jumping and Squad Agreements for Vaulting and Jumping are approved.” MOVED: K Bickford SEC: N O’Farrell CARRIED
General Business	
Future office space	Further consideration given to the opportunity of EQ moving to Milton. A large number of positives including financial commitment similar to current lease. Assistance with the transitioning to the new premises. Office layout. Further discussion around storage provisioning. Milton provides the same certainties as Woolloongabba but the same challenges around major concerts. QSAC rental costs were not within budgetary constraints. Chandler currently had no vacancy
Eventing Calendar	Some suggestions to be provided to EVQ to the 2019 EVQ calendar to address calendar conflicts and promote equitable club participation in hosting events
Next Meeting	The meeting was closed at 9.35pm The next scheduled Board meeting is to be held on Tuesday 20 November, 2018. Sport Committee Forum to be held at Sports House Milton, 1 November 2018