

SUMMARY
Minutes of Equestrian Queensland Board meeting held
22 January, 2019 (7.25pm – 9.05pm)
At Sports House, Castlemaine Street, MILTON

Agenda Item	Decision/Outcome/Discussion
1.0 In Camera Session	The meeting was opened at 7.25pm after an in-camera session.
2.0 Meeting open	Attendance : D Finch, C Collier, S Austin, K Bickford, J Huppert, N O'Farrell Other : C Gregory and S Duffy Apologies: Nil
3.0 Conflict of Interest	No new or additional conflicts noted.
4.0 Minutes of Previous Meeting	MOTION 1 (EQ220101) "That the minutes and summary of the Board Meetings held on 27 November, 2018 be approved subject to MOVED: S Austin SEC N O'Farrell CARRIED
5.0 Business Arising from the Minutes of Previous Meeting – Previous Action Items	No action items outstanding.
6.0 Sub/Sport Committee Reports/Minutes	MOTION 2 (EQ220102) "That the November minutes of DQ be accepted". MOVED: SEC S Austin CARRIED
7.0 Matters arising from the Sub/Sport Committee Minutes	DQ Minutes from November received. Important that Sport Committees use full names when referencing in minutes. Succession planning should remain on all SC's agendas. Encourage progress with DQ to identify positions and include those descriptions in the Sport Committee Manual.
8.0 Strategic Objectives & Executive Reports	
8.1 Strategic Milestones 2018 – Review	Strategic Milestone report for 2018 tabled. Overview of end of year meeting with Pryde's Easifeed as it related to the partnership. Agreed that the blogging at events created engagement for both the event and Pryde's. This will be continued in 2019. Ensure that messages focus on safety and welfare of the horse, participation, fun in a sport we love in safe environment and show diversity.
8.2 Strategic Milestones 2019	Limited time at the board meeting. Populated document to be provided at the next EQ Board and Sport Committee Forum.
8.3 Membership Strategy	Document provided by SA and tabled. Document will form the basis of the membership recruitment and retention strategy that will be refined periodically.
8.4 Office Structure & Systems	Discussed in in-camera session.
8.5 Executive Director Recruitment	Position has been re-advertised and closes on 22 January with interviews to follow.

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8.6 Executive Report & Monthly Financials	2018 has seen a surplus across Equestrian Queensland Branch and Sport Committee (exception of VQ with small loss). MOTION 3 (EQ220103) “That the December management & financial reports including commentary be accepted”. MOVED: C Collier SEC K Bickford CARRIED
8.7 Risk Register Standing Item-	Deferred to meeting on 20 March, where new board members in attendance.
9.0 Other Items for Ratification & Noting	
9.1 Membership & Horse Registrations	MOTION 4 (EQ220104) “Horse registrations and memberships be accepted for December, 2018”. MOVED: K Bickford SEC: N O’Farrell CARRIED
9.2 Correspondence for noting	<ul style="list-style-type: none"> • response on carriage driving questions • Member Protection issue • Letter to EA CEO
9.3 Yellow Cards & Official Warnings	Document available on EA website. Update when required on yellow cards and official warnings.
9.4 Member & Other Complaints	Brief overview provided on member complaints. Complaint register to be kept and tabled each month. Will show trends.
9.5 ICDF	EQ allocation of event funding (which now includes the International and Development levy) to be discussed at EQ Board & Sport Committee forum. Consistent approach to application and acquittal process.
9.6 Board & Sport Committee Nominations	Details of nominations and summary of incumbents to be published as per constitution on 30 January.
9.7 State-wide Facility Project	Overview of project tabled. Announcement has created engagement from the affiliate clubs and membership both on social media and communication into the office. Affiliate clubs seeking assistance as it relates to securing grounds and grants.
10.0 Other Business & Next Meeting	
10.1 Board Calendar	2019 Board calendar tabled.
	The meeting was closed at 9.05pm. The next scheduled Board meeting is to be held on Tuesday 22 February, 2019 at Sports House Milton.