

SUMMARY

Minutes of Equestrian Queensland Board meeting held 27 November, 2018 (7.00pm – 9.40pm) At Sports House South, 866 Main Street, Woolloongabba

Attendance: D Finch, C Collier, N O'Farrell, S Austin

Apologies: K Bickford

In attendance: C Gregory, S Duffy

Agenda Item	Decision/Outcome/Discussion
Welcome, Apologies & Conflict of Interest Register	The meeting was opened at 6.30pm after an in-camera session followed by a meet and greet with the Eventing Queensland committee at 7.00pm
1.1 Risk Register Standing Item-	Equestrian Australia discussed in context.
1.2 Conflict Register	No new or additional conflicts noted.
Approval of minutes	
2.1 Previous Meeting – October	<p>MOTION 1 (EQ271101) "That the minutes and summary of the Board Meetings held on October 16, 2018 be approved subject to clarifying agenda item 5.4 should read "Squad Criteria for both Jumping and Vaulting, Development Group criteria for Jumping and Squad Agreements for Vaulting and Jumping <u>are approved</u>".</p> <p>MOVED: D Finch SEC C Collier CARRIED</p>
CEO Report	
3.1 Management Report	<p>Executive report given verbally CG provided a high-level overview of the numerous operational issues that have been addressed in the last six weeks. CG advised the board that EQ's office structure and strategy required more focus and potentially refinement. In particular, the role currently vacant, that is focused on membership retention and membership growth. While vacant the club sign on function would be carried out by an existing staff members as far as is possible. CG has met with the members of the team and has a comprehensive over view of team member role responsibilities and current and future time commitment to EQ. General discussion around the future strategy and supporting structure was held.</p>
3.2 Budget Commentary and board pack	<p>EQ branch at surplus. The surplus currently enhanced by savings in the CEO wage while the position is vacant and a "refund" of ICDF levies received from EA.</p> <p>EQ Sports Committee Finance meeting to be held on Tuesday 4 November.</p> <p>MOTION 2 (EQ271102) "That the October management & financial reports including commentary be accepted".</p> <p>MOVED: D Finch SEC S Austin CARRIED</p>

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Items for Discussion /Noting	
4.1 EA Update	<p>RESOLUTION</p> <p>“That Equestrian Queensland Inc gives notices and hereby confers the authorities referred to in the proposed notice and confirmation of authority set out below:</p> <p>Proposed notice and confirmation of authority</p> <p>Equestrian Queensland Inc a member of Equestrian Australia hereby reconfirms:</p> <ol style="list-style-type: none"> 1. notice given under section 203D(2) of the Corporations Act of its intention to move a resolution to remove directors of Equestrian Australia; 2. its call for a special general meeting to be held for the purpose of moving such a resolution; 3. the authority in its chair David Finch to vote at such a meeting on its behalf; 4. in addition to giving notice executed only by Equestrian Queensland authorises the execution on its behalf by its chair David Finch of any joint notice of points 1 and 2 with one or more member states”. <p>MOVED: C Collier SEC: D Finch CARRIED</p>
4.2 Outstanding items	<p>Ensure all action items remain on the to do list until completed.</p> <ul style="list-style-type: none"> - State Championship/Major event tendering process review to be considered with event scheduling guidelines
Items for Ratification	
5.1 Sport Committee Minutes	<p>Management requested by the board to ensure that any information or commentary endorsed or the opinion of the board would need to be ratified prior to distribution.</p> <p>MOTION 3 (EQ271103)</p> <p>“That the minutes received from Sport Committees be accepted”.</p> <p>MOVED: N O’Farrell SEC: D Finch CARRIED</p>
5.2 Membership and Horse Registration approvals – October	<p>MOTION 4 (EQ271104)</p> <p>“Horse registrations and memberships be accepted for October, 2018”.</p> <p>MOVED: C Collier SEC: S Austin CARRIED</p>
5.3.1 Eventing Queensland Squad selection criteria	<p>Noted and endorsed.</p> <p>MOTION 5 (EQ271105)</p> <p>“The Eventing Queensland Squad selection criteria was approved”.</p> <p>MOVED: N O’Farrell SEC: S Austin</p>
5.3.2 Eventing Queensland Squad agreement form	<p>MOTION 6 (EQ271106)</p> <p>“The Eventing Queensland Squad agreement was approved”.</p> <p>MOVED: N O’Farrell SEC: S Austin</p>
5.3.3 Eventing Queensland Squad approval	<p>Changes provided for an additional inclusion and removing any horse that was potentially sold so therefore deemed eligible the 2019 Eventing Squad was approved.</p> <p>MOTION 7 (EQ271107)</p> <p>“The 2019 Eventing Queensland Squad was approved”.</p> <p>MOVED: C Collier SEC: S Austin</p>

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5.4 Jumping Queensland squad approval	Approval will need to be done by flying minute as further discussions with JQ and EQ. CC has advised of the interpretation of the criteria which allowed for a logical rationale around the ranking. Lists will need to be resubmitted based on the ranking of top 10 in World Cup events firstly, followed by National Championships and then a points allocation based on the events list in specified GP classes. Squad allows for maximum of 10 riders. Voucher system approved for senior squad, but attendance required at the HP off the horse seminar to be eligible for the voucher.
5.5 2019 Membership Fees	As presented. MOTION 8 (EQ271108) “The 2019 Membership fees was approved”. MOVED: C Collier SEC: N O’Farrell
5.6 EQ Branch Budget	MOTION 9 (EQ271109) “The 2019 Equestrian Queensland Branch Budget was approved”. MOVED: C Collier SEC: N O’Farrell
5.7 EQ SF Regional Subsidy	Further consideration of the proposed criteria was needed.
5.8 Flying Minute Dressage Squad Selection	Ratified previously, for information only.
Agenda Item	Decision/Outcome
5.9 Appointment of Board director	EQ formally noted that two applications had been received for the casual vacancy on the board.
General Business	
Next Meeting	The meeting was closed at 9.40pm The next scheduled Board meeting is to be held on Tuesday 15 January, 2019 at Sports House Milton.