

## **Minutes of the Board of ESNZ Endurance**

Held at 9am on Wednesday 19<sup>th</sup> April 2017

At Placemakers, Wellington

### **1. Present:** Alison Higgins (Chair)

Braden Cameron (BC)

Ashley Cole (AC)

Wendy Farnell (WF)

Kathryn Nicholas (KN)

Daryl Owen (DO)

Mark Tylee (MT)

**In attendance:** Nick Pyke (NP)

**Members in attendance:** Sylvia Ireland, Shane Dougan, Greg Bickerton (attended after lunch)

Meeting opened 9am. AH moved that NP Chair meeting. Refused by Wendy Farnell. AH asked to chair meeting by the board.

NP spoke about a potential idea to address the current diversion within Endurance. His idea was for the current Endurance Board to resign effective immediately and allow ESNZ to place a temporary governing committee in place until the AGM. This temporary managing committee would consist of some current Endurance Board members, some members who signed the request for a SGM and some ESNZ board members who are independent. The board listened to this idea and reject this idea at this stage. The reason for rejecting this idea was that the Board felt this was not appropriate especially as the reasons for the SGM were not clear to the Board. The Board felt that at the SGM the group who called it will explain what they think the Board has breached then more discussion could be had.

### **2. Minutes of last meeting**

KN raised that the process for the release of the summary of minutes from the last Board meeting (20<sup>th</sup> February 2017) was not followed in that the majority of the Board did not have a chance to review and approve them before they were disseminated. She pointed out that there were some inaccuracies which caused a lot of confusion and unrest within the membership. The Board discussed amending the minutes to show a true and accurate record of the meeting however felt that by doing this it could be misinterpreted and cause more unrest. It was decided to leave the previous meeting minutes as they currently are.

**Moved:** Alison Higgins

**Seconded:** Kathryn Nicholas

### **3. Correspondence**

Correspondence items were accepted, with the addition of two items as follows:

a. Email from Sylvia Ireland regarding:

1. No notification by the Ruahine board rep (Ashley Cole) regarding the 19<sup>th</sup> April Board meeting
2. Ashley Cole being rude to 3 Ruahine Club members during the National Championships.
3. Concerns regarding a bid from the Waitomo Club to run the North Island Champs as CEN only
4. The King Country Club asking for the Labour weekend date to run a 1\* event. Sylvia was concerned that the King Country club board members would not abide by this bid and hold CEN only, therefore Ruahine should have this date back.

Meeting date - AC stated that she only received notice of this board meeting on the 13th of April while she was at the National Championships. She declared that her attention was on the 3\* event she was due to ride in that night and the remaining National Championship competitions, and apologies to the Ruahine Club for not notifying them of the board meeting set for the 19<sup>th</sup> April. The issue of behaviour was seen as "rider hat on" and she was not wishing to discuss any issues while at the National Championships; she was not trying to be rude.

The issue of North Island Champs. The Board explained that calls for expressions of interest have been sent out to all clubs and are due in by the 30<sup>th</sup> April. So far only Waitomo had expressed interest in holding the NI Champs. It was discussed that Waitomo are only prepared to hold the event as CEN only as they feel the cost of holding CEI rides is too great for their club. Sylvia asked KN (as she is a Waitomo club member) if Waitomo had approached another club to help with the CEI component. KN responded that she was not sure and she would need to check with the Club Committee however she did not think that they had.

It was stated that once all the expressions are in, depending on what is received from the Clubs, more discussions would need to be had with clubs. It is the Boards intention to work with clubs to see that both CEN and CEI classes are offered at all Championship events.

MT confirmed that it is King Countrys intention to hold a 1\* event at labour weekend as put forward in the calendar.

Moved and seconded that this issue was tabled and addressed. **Alison Higgins/ Ashley Cole**

B. Email from Jenny Weston regarding engravings for Nationals trophies.

It was confirmed that the Board awarded the National trophies as per the ESNZ General Regulations.

**Action Kathryn Nicholas:** Contact this year's winners to ensure the correct engraving goes on the trophies.

**Action Mark Tylee:** Reply to Jenny's email to confirm this is being dealt with.

It was discussed that a number of the trophies are not branded as CEN or CEI but are in the ESNZ General Regulations as specifically CEN or CEI which is incorrect. It was also discussed that there are a number of trophies not listed. It was moved and passed that during the 3 year CEN/CEI trial period (of which 2 years remain), that all trophies will be awarded to the class winners only or not at all ie. If the class is won by a CEN rider and the trophy (as per the general regs) is CEI specific then it won't be awarded and vice versa. It would not be awarded to the first CEI rider home.

It was also agreed that no trophies will be rebranded during the trial period despite donors requesting/agreeing to have them rebranded.

It was decided that the North and South Island Championship trophies remain with the winners awarded the trophies on the day.

**Moved and Seconded - Alison Higgins/ Braden Cameron**

**Action Kathryn Nicholas:** Communicate to the members regarding the above, after checking with Dana Kirkpatrick in case there is something we have missed.

#### 4. Finance/ Budget

Accepted with note that Nationals expenditure of approximately \$30 000 is yet to come in.

**Moved: Alison Higgins**

**Seconded: Mark Tylee**

**Action Wendy Farnell:** Ask Sharon to follow up on Toft invoice.

**Action Alison Higgins:** EPOC machine invoice to go to Sharon.

## 5. Subcommittee Reports

### a. Technical Committee

- Changes have had to be made to a couple of ride dates
- Canterbury Club are running a CTR Winter Series
- Moved that report is adopted. **Wendy Farnell/ Ashely Cole**

### b. Officials Panel

- The panel is disappointed that the list of suggestions submitted to the Nationals OC was not taken on board, as it would have been good to have higher qualified officials. Better communication on this is needed in future.
- Ongoing query regarding the process by which Heidi Bulfin was appointed to attend an AUS event without consultation with the officials panel.  
**Action Nick Pyke:** Follow up with Heidi for clarification.
- Kelly Haywood is going on an exchange to the USA. She will apply for funding from the FEI. It was noted that this kind of thing should be publicly celebrated and that there is no current mechanism to do this.
- Ron Guest's appointment as an IGA means that Wendy Farnell is the only Level II qualified Steward in the country.
- There are some officials who need to do a course in order to maintain their officials status as well as some new people interested in qualifying. A vet course is being run in early July, so a TD/ GJ course could be run alongside this. Ron Guest can still act as course director.  
**Action:** Wendy Farnell to write up a budget for running this course so that possible funding can be investigated.
- Moved that report is adopted. **Wendy Farnell/ Ashely Cole**

### c. CTR Committee

None

### d. ESNZ Board

Email report read by Alison Higgins. It was good to see plenty of feedback from members regarding the membership structure review.

### e. NEC

None

### f. 40<sup>th</sup> Anniversary debrief

This was well celebrated. A quiz night was held on the Saturday night, which was popular and very successful. Some old members attended, a special cake was made, and old photographs were on display to add to the atmosphere.

Moved that report is adopted. **Mark Tylee/ Ashley Cole**

### g. High Performance

None

### h. Performance

None

### i. Juniors

None

## 6. General Business

### a) Special General Meeting

- Alison Higgins received the SGM notice and acted in accordance with the bylaws to set a date and time- Mirimar Golf Club on Wednesday 10<sup>th</sup> May at 1pm. This must be paid for by the discipline; approx. \$350 + GST.
- A notice to the members must go out by 1pm on Thursday. Documents for this are being prepared by ESNZ as requested by the Chair as the Board does not have a secretary. Proxy voting will include 'Yes/ No/ At Your Discretion' options.

**Action - Alison Higgins:** Contact ESNZ to put notice and voting information out today (Wednesday 19<sup>th</sup> April).

- It was discussed that the Board did not understand the reason for calling for the SGM as the request only stated "that they (Endurance Board) are failing to comply with the ESNZ constitution, Regulations and By-Laws"; no further explanation or clarification have been given to the Board or endurance members. The Board asked the members present (Shane and Sylvia) if they had some facts/information regarding the points in the SGM letter as they both signed the request. The members replied they would talk to their group and see what could be released prior to the SGM.

The matter noted in the previous minutes regarding leaving ESNZ was touched on. It was agreed by all board members that the full context of this discussion at the previous meeting was not included in the minutes which means it is open to interpretation. It was agreed by the full board that the only mention of leaving ESNZ was made by ESNZ President Richard Sunderland in response to being asked for the ESNZ value proposition when he stated "If you don't like it, you have 2 options, raise more money as a discipline e.g. increase start fees or pack your bags and leave". This statement was made in reference to the Endurance discipline.

- It was noted that issues around communication with the members must be addressed, regardless of the result of the vote so we are not back in this situation again. One idea was to create a working party with a clear mandate to be put in place to deal with this. A recommendation could be made to the new Board to carry this over.
- Nick Pyke points out that although the chain of events may never be fully understood, that an agreement must be made to prevent this kind of thing from happening again.
- A robust discussion was held regarding the misconceptions surrounding the FEI protocol document and how that has affected the sport and atmosphere, particularly at Nationals. The OC and full Board were not aware of any deadlines for the signing of this document and this caused many problems. The timeline of emails was discussed and it was discovered that the Board Chair (AH) had emails and discussions with ESNZ staff regarding an actual date of deadline but failed to communicate with the board or the Chair of the OC regarding this. Jo Lankow also knew of this deadline and did not communicate it with the OC or Board. Some Endurance members have the impression that ESNZ stepped in, however they were not aware of the solutions the Board were actively discussing. Ultimately before these discussions could be confirmed and a decision made, ESNZ was invited to help by the Board Chair.
- AH made comment that some members feared that it was the intention of the board/OC to hold only CEN rides at the Nationals. This was challenged by the Board as not once was there ever a discussion by the OC or Board about this being an option. AH was questioned how members would have got this understanding in the first place.
- NP made comment he was not aware that the FEI Protocol was a new procedure only put in place this year and had he been aware maybe it could have been handled differently so all parties knew what was expected and when.
- Communication from Warren James released to the members supporting the original SGM stated they had the support from Alison Higgins, Board Chair; this communication also

stated that AH believes the Board was dysfunctional. The Board questioned AH on this. AH informed the board that her concerns surrounding the “dysfunction” was to the Boards current focus on operational issues rather than strategic issues and not how the Board was functioning with each other. The consensus is that this Board has achieved a number of things over a very difficult year.

- The Board discussed potentially utilising the two co-opted Board positions to bring different skills into the Board. It was agreed that a skills assessment needs to be done on the current board so we know what skills we are missing.
- A query was raised regarding the perceived negativity of the Endurance Board toward ESNZ, and how asking questions about a service agreement and value proposition should be seen as such. Nick Pyke confirmed that the perception of ESNZ in terms of this, is that open discussion is important in any client relationship, albeit it a locked one. Nick admits that information regarding the service agreement was not provided in a timely fashion. He also confirms that other disciplines are also asking similar questions and thus the Endurance approach was not perceived as negative in any way. Moving forward and building trust is the most important thing - ESNZ wants to support Endurance and Endurance wants to continue to work with ESNZ.
- NP was asked if Warren James was an employee of ESNZ. NP replied no but that he is currently working on the ESNZ policy document for ESNZ and is on the ESNZ Technical Committee.
- Alison Higgins was asked for clarity on why she wrote a letter to disassociate herself from the Current Board as it came at a shock to the rest of the Board. She stated that her letter was in reaction to comments made to her from two endurance members where she was concerned regarding the effects this could have on her ability to represent her country.
- Alison was queried by the Board about comments she has made to Richard Sunderland (RS) regarding her resigning as Chair due to her lack of ability to chair the Board and for RS to take over as Chair. She acknowledges that a discussion regarding this has occurred. She stated she has felt pressure as well as a lack of communication from the rest of the Board. It was noted that this resignation cannot have any conditions attached and that the whole Board would vote on a new Chair should this happen. AH stated she would remain as Chair.
- It was discussed and agreed that although the responsibility of chairing the SGM falls to Alison Higgins, that given the nature of the issue at hand, it would ideally be done by an independent person. NP stated that he would be happy to Chair the meeting however is unavailable; he suggested Richard Sunderland as an alternative.

**Action Wendy Farnell/ Kathryn Nicholas:** Approach Richard Sunderland in the first instance to see if he is available to chair the SGM. **Vote: Passed.**

#### **B. 2017 AGM**

- Alison has contacted Trevino’s who have quoted approx. \$400 + GST for venue hire for the AGM
- **Action: Alison Higgins/ Daryl Owen:** Book venue, get menus, and confirm parking arrangements with Trevino’s, and contact City Park hotels about package deals. AGM notice to go out with Forum notice.
- **Action Alison Higgins:** Contact Jo about sending out nominations for the Board, Technical Committee and CTR Committee.

### C. Forums

- Agreed that three localised Forums will be run to enable more members to attend as historically only small numbers attend these forums. It was decided that they would tentatively be held as follows:  
Upper North Island – Location TBC on 20<sup>th</sup> May, Lower North Island – Location TBC on 21<sup>st</sup> May.  
South Island – Location and date TBC
- **Action Braden Cameron/ Mark Tylee:** Dates and locations TBC asap and will be released with the AGM notice.

### D. Calendar

**Action Daryl Owen:** Draft calendar to be sent to TC for review then sent to Board for final approval.

### E. ESNZ Membership Review

- The new structure comes in on 1<sup>st</sup> June.
- It was stated by NP that it was positive to see so much feedback come in from endurance.
- NP stated that all disciplines were concerned with the impact that the increase in fees would have on introductory level, whereas overall, Open level riders seemed okay with the \$120 fee.
- Important to note that the overall Endurance membership figures and number of clubs are down significantly from previous years.
- **Action Alison Higgins/ Wendy Farnell/ Kathryn Nicholas:** Work on amended review document provided by ESNZ. This is to be circulated to Board for approval prior to sending back to ESNZ. (Points to include: Day Memberships can ride up to 46km, CTR Memberships @ \$40, Day Memberships @ \$10, Ability to claim one ride retrospectively for both horse and/ or rider.)
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### F. Debrief on Nationals

- Overall the event was successful and smooth
- 83 entries
- The weather turned out not to be as bad as what was expected, however the delayed start on the Friday proved to be a good idea.  
**Action Wendy Farnell/ Mark Tylee:** Ask ESNZ to consider sending a letter to a competitor regarding their approach to ride officials regarding the weather conditions. Wendy to send information about what happened to ESNZ.
- Mark Tylee states that he was not aware of contact by Alison Higgins to volunteer track markers and her declining their offer of help. This caused inconvenience to several parties and Mark Tylee requested a formal apology from Alison to all parties. Alison agrees to do so.  
It was noted that both parties acted in what they believed to be in the best interest of the sport at the time and unfortunately problems were caused by a breakdown in communication.  
**Action Alison Higgins:** To contact all parties to apologise for the inconvenience caused.

### G. Equidays

- **Action Kathryn Nicholas/ Daryl Owen:** Follow up on booking sites and contact NZAHBS (Caitlin Dalton). Noted that Kathryn will not actually be involved in running the stand, but is happy to help with booking.

#### H. Quilty

- Rooms booked for 10 people
- Only 3 definite combinations have put themselves forward
- Selectors would like to make a public announcement as soon as possible
- **Action Mark Tylee:** Last call for expressions of interest to go out now that Nationals are over. This will include a note that one NZ horse is available at rider's expense, plus a call for appointment of a Team Manager.

#### I. Cloud

Dana will provide Braden with the login details to the existing ESNZ system so that endurance folders can be accessed. It can then be established how much information is already on there, and decided the best forward after that.

#### J. TransTasman

**Action Wendy Farnell:** Selection criteria to be set based on existing criteria and invitation guidelines.

#### K. ESNZ Proposal for Disciplines (Loan)

Discussed in committee at the request of NP.

The members were thanked for their attendance and Sylvia Ireland, Shane Dougan and Greg Bickerton left the meeting for this section.

AC reminded NP of his opening suggestion regarding the board resigning immediately and an interim Management Committee being put in place until the AGM. AC asked NP if he still felt the same potential action is necessary after being present at an Endurance Board meeting and hearing the discussion. NP replied that it is always an option available however may not be needed; it's important for a Board to work through any issues that may arise.

The Board thanked NP for attending the meeting.

Meeting closed 4pm.