



**Minutes of the Board of ESNZ Endurance
Held from 8.00pm on 3rd August 2020
Zoom Meeting**

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|-----------------|------------------|----|
| Present: | Sue Reid (Chair) | SR |
| | Pip Mutch | PM |
| | Jenny Weston | JW |
| | Nick Page | NP |
| | Trevor Copland | TC |
| | Kevin James | KJ |

Apologies Nil

In Attendance: Jo Lankow – Endurance Administrator & Minute Taker JL

1. Welcome:

Sue welcomed everyone to the meeting.

2. Conflicts relevant to the agenda:

Jenny – North Island Champs

3. Minutes of Previous Meeting – 26th July 2020

The Board agreed that the minutes of the meeting held on 26th July 2020 were a true and accurate record. **Moved: Sue**

4. Matters Arising from Previous Minutes

Nil.

5. Action List

Sue had spoken to Sharon who advised that she is not in a position to consider this at present but that may change in a few months' time.

Sue had spoken to Aimee about a meeting room for a Board meeting the morning of the AGA. Cost for a room at the hotel would be \$350.

Jo suggested the ASB Sports Centre at Kilbirnie where a meeting had been held last year and it only cost approximately \$100 for the room. Sue will check room availability. **Action: SR**

All other actions completed.

6. Board Meeting Dates

- Next meeting will be on the 29th September in Wellington starting at 9am.
- Further meeting dates to be set at the next meeting.
- Voting delegates to be Board members and Jo (proxy), plus Heidi and Shane if they are available.
- Sue will check with Shane, Jo will check with Heidi. **Action: SR & JL**

7. 2021 Endurance AGM Date

- To be held in the North Island with Wellington considered to be the best location
- Hold the first weekend in July as that is the only weekend in July (3rd / 4th) that isn't part of the school holidays.
- Jo to check availability of room at the Miramar Golf Club and book if available.

Action: JL

8. Appointments

NEC Committees

- Taupo – check with Ola Schreurs and John Stevenson to see if either of them are available
Action: SR
- Christchurch – check with Sue Billigheimer to see if she would like to remain as the Endurance rep on this committee.
Action: SR

ESNZ Technical Committee

- Sue has spoken to Murray Smith and he will remain on this committee.

Endurance Technical Committee Chair

- Murray Smith has agreed to be chair of the Endurance TC.

Club Liaison

- Pip and Jenny will do this. Jo to add them as Admins on the Club Liaison Facebook group.
Action: JL

Development & Mentoring

- Discussion on what to do about the D & M programme. The previous Board had called for expressions of interest for anyone interested in running the programme or coming up with a suggested alternative so the new Board had some options. But no one had put their name forward.
- Sue said that she and Andrea felt the best option was just to run the seminars in each Island at the end of the season. The end of season seminars were the most popular part of the programme.
- It was difficult to get the riders in the programme to engage throughout the season.
- Sue and Kevin, as coaches, are happy to help anyone who contacts them for advice.
- Check with the clubs again to see if they are happy to handle this at club level.
- Jenny and Pip to approach the clubs.
Action: JW & PM
- Trevor said he is happy to help run camps as he has all the NZQA coaching qualifications for sport. Also keen to become an Elite High Performance coach.
- Sue advised Trevor he would need to go through the ESNZ coaching system to become an Elite coach. Sue to send coaching information to Trevor.
Action: SR
- Sue and Kevin both advised that ESNZ were going to be making changes to the coaching programme at some stage in the future.

Officials Training Panel

- Heidi Bulfin had advised that she is prepared to remain on the OTP.
- Helen Bray to be asked if she would also like to remain on the OTP.
Action: SR
- Sue and Kevin also appointed to the OTP.

Publicity Panel

- Sue suggested some of the younger members be asked if they would be interested in taking on publicity and producing The Distance.
- It has been difficult to get articles for The Distance from the clubs so if there is a group doing the role it may make the job easier.
- Ideally The Distance needs to be produced every two months.

- Sue will email some of the younger members to see if they are interested. **Action: SR**

Sponsorship

- This Panel is responsible for obtaining sponsorship for the sport in general such as for annual awards and for anything that helps to improve the budget. They are not responsible for obtaining sponsorship for Championship events
- Sue appointed as the Board member on the Panel.
- Vicky Whitehead and Deirdre Bartlett to be asked if they would like to continue helping with sponsorship. **Action: SR**
- Trevor thought that Linda Pullar would be good in the sponsorship role and will ask Linda about it. **Action: TC**

Finance Committee

- Nick and Jenny have already been appointed and Sue as Chair is automatically on the committee.
- Jenny will continue with reconciling the bank statements.
- Kevin though the current Board should discuss the budget at the next meeting as they shouldn't have to inherit a budget drawn up by a previous Board when most of that Board are not on the current Board.
- The budget as presented in the AGM papers had been approved at the AGM and that is what ESNZ have on their files
- The Budget to be added to the agenda for further discussion at the next meeting. **Action: JL**
- Jenny advised that the only way to improve the finances in the coming year is to increase income as expenses have been trimmed back as much as they can. Only expenses that could be trimmed at this stage are the grants to clubs for hosting the championship events. Holding in-person meetings will add to the expenses. Will have to work on getting grants and sponsorship to increase income – this couldn't be listed in the budget as it isn't guaranteed income.

9. Champs Hosting Agreements

Hosting Agreement changes, as presented in the meeting papers, were approved.

The amount of grants to the host clubs will need to be decided after budget discussions at the next Board meeting.

10. General Business

Schedule/Health & Safety Plan

Checking the Schedule /H & S Plan is the role of the Technical Committee.

Jo emailed the TC to see who was going to be doing this job and both Heidi and Murray replied that they didn't have the time. Trevor didn't reply to advise one way or the other.

Heidi then said she would agree to the job if Jo could help her and if the requirement for the schedules to be sent in one week prior to the event was changed to two weeks so there was more time to get things done. Jo said she would help but isn't prepared to be chasing around after clubs one or two days prior to the event so the schedule can be approved and the event go ahead.

Kevin said this longer lead-in time wouldn't work as his experience was that the information wouldn't be available two weeks out from a ride. Trevor said that whilst he could understand the reason why it needed to be two weeks to ensure things weren't left till the last minute, he also agreed with Kevin.

Trevor was asked if he, as the Board member on the TC, could check the schedules but he said he also didn't have the time for that.

Jo said that if it stays at one week then she just needs a name to put on the form so the clubs know who to send the schedule to.

Nick commented that if no one else was prepared to do the job then it would need to be two weeks.

Sue suggested it was changed to two weeks and see how it goes.

Jo advised that the rule in the Supplementary Rule relating to schedules state one week prior to the event so that rule would need to be changed to read two weeks

It was moved that the rule be changed so the Event Schedule/H & S Plan were to be sent in a minimum of two weeks prior to the event

Moved: Sue/Jenny

For: Sue, Jenny, Pip, Nick

Against: Kevin, Trevor

Motion passed

FEI Events

Jenny suggested that with NZ's borders closed we apply to the FEI for a dispensation regarding the requirement for foreign officials and vets. We should just ask for a dispensation from the requirement rather than say we could use officials/vets from the opposite Island to which the event is being held.

Jenny also suggested we ask for a dispensation regarding the number of treatment vets required. At the moment on the day of a 3* we require one treatment vet per 30 entries and in most cases there are more than 30 entries across all classes held on that day. We don't have a high number of horses that require treatment and needing two treatment vets is a high cost to the OC.

Jenny will draft a letter to go to the FEI.

Action: JW

11. Next Meeting

Next meeting is to be held in Wellington on 29th September from 9am.

12. Close of Meeting

There being no further business the meeting closed at 9.05pm