



**Minutes of the Board of ESNZ Endurance
Held from 8.00pm on 23rd May 2019
Zoom Meeting**

Present: Marie Wakeling (Chair) MW
Sue Billigheimer SB
Jess Kennedy JK
Daryl Owen DO
Jenny Weston JW

Apologies Shane Dougan, Louisa Muir

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

1. Welcome:

Marie welcomed everyone to the meeting.

2. Conflicts relevant to the agenda:

Jenny – HP.

5. Minutes of Previous Meeting – 19th March 2019

The Board agreed that the minutes of the meetings held on the 22nd January 2019 were a true and accurate record. **Moved: Marie**

Minutes approved for publication.

Action: JL

6. Matters Arising from Previous Minutes

Nil

7. Action List

Action list completed.

8. AGM Forum Format

Presentations

- ESNZ
- Jenny Weston – February meeting with the FEI Temporary Endurance Committee
- Vicki Glynn (if available) – FEI Sports Forum. Invitation to Vicki **Action: JW**
- Warren James – ESNZ Constitution Review

- Prize giving being held immediately after the AGM.
- Trophies awarded to the incorrect people at South Island Champs to be presented at the AGM prize giving.
- South Island Champs OC to sort out getting the three trophies back from the people they were incorrectly awarded to.
- Add a Saturday evening meal option to the AGM Registration form. **Action: JL**
- Kevin James to be asked again to return the two National Champs trophies that were awarded to Kate James at the 2018 Nationals. **Action: SD**

- People who don't return trophies to go on the list of people who aren't permitted to take trophies home.

9. Trans-Tasman

Invite to be for:

- Two riders for the 1* 80km and two riders for the 2* 120km.
- Minimum of one JY rider.
- One groom per rider.
- One Chef d' Equipe
- ESNZ Endurance to pay for accommodation for the above people for a maximum of four nights depending on ride programme.
- ESNZ Endurance to pay for a meal the evening before the event commences and all meals the day/days of team competition.
- Ruahine Club need to finalise the event programme.
- Invitation to be issued to Equestrian Australia. To be forwarded via ESNZ. **Action: JL**
- Call for Expressions of Interest for Chef d' Equipe and selectors.
 - 1st June Call for EOI's **Action: JL**
 - 20th June Applications close
 - 7th July Decision to be made **Action: Board**
 - 10th – 12th July Announcement to be made **Action: JL**

10. Constitutional Review

Discussed at both forums and Warren James will be at the AGM forum for further discussion.

11. Dubai Trophy

Team members would like the trophy to be displayed at the ESNZ office. Marie has the trophy and will take to Wellington next time she is going there.

Action: MW

12. Officials Exchange Programme

Marie has spoken to Peter Toft.

- The programme to be for the development of officials and riders.
- Peter will put something in writing and send to Marie.
- Three year cycle with a competition in each country in years one and two with riders on borrowed horses followed by a Test in year three with riders on own horses.
- Where will the TransTasman fit in with this proposal?
- Marie to discuss further with Peter Toft and Leigh Ann Sample after the AGM. **Action: MW**
- Would need to be self-funded.

13. National Rule Changes

- Back to back rides can be done using the multi day ride rules.
- No reason why unregistered rider and horse combinations can't do a 20km Intro ride one day and another 20km the following day.
- If they are not an ESNZ member then no sanctions can be applied to them.
- Best option is to hold CTR on first day and endurance on the second day but up to clubs what programme they set for their events.

14. Endurance Bylaws

Change the Bylaws to decrease the number of Board members and quorums.

- Bylaws need to be changed by a Notice of Motion.
- All Notices for the AGM were due in no later than the 30th April.
- Agreed to hold a SGM immediately following the AGM to change the Board meeting quorum.
- A Board meeting quorum should be 50% plus 1.

- A General meeting quorum should be 25% of eligible voters.

15. **Hosting Agreement for Nationals**

- Mt Nimrod Club has said they would like to host the Nationals on their own.
- Rachel Stocks will be President of the OC.
- Discussion held on ESNZ Endurance financial contribution and this will be included in the hosting agreement
- Profit sharing if the event makes a surplus.
- Will be held at Macraes Flat at Easter.
- Sue to be the Board liaison with the club.
- Hosting Agreement to be drawn up.

Action: JL & SB

Also noted that the 2021 Nationals are rostered to Kohuratahi Club and the club will possibly hold the 3* as a two day competition. IF held as a two day competition it would need to be 90-100km per day depending on the FEI rules in place at the time.

16. **Sub Committees**

Sponsorship

- Vicky and Deirdre happy to continue as committee members.
- Look for sponsorship for FEI Series and Annual Awards.
- Look at makeup of the committee and review the ToR.
- A Board member needs to be a co-ordinator for the committee and to liaise with major sport sponsors..
- Sue doesn't wish to be on the committee but will remain until the AGM.

Technical

- Marie not keen to continue on TC after the AGM.
- Under the Bylaws the TC needs to include one Board member.
- The Board member doesn't need to be the committee chair.
- Jenny will think about the possibility of being the Board rep on the TC if she is re-elected to the Board.

Junior/Youth

- Two year term.
- Current appointment made in 2018.

Publicity

- Board appointed person to chase up clubs for publicity articles and photos for website.
- Post real time videos to the FB page.
- Daryl offered to take on the Publicity Chair role and co-ordinate with the clubs
- Daryl to post chat items on the ESNZ Endurance facebook page.
- Will need to keep a close eye on the page and be prepared to delete posts by members or others turnoff commenting and block people if need be.
- It is an ESNZ page and is first and foremost an information page.
- Daryl to be added as a page admin and Kelly to be taken off.
- Daryl to check with Jo prior to posting to important information isn't about to be posted.

Action: JL

17. **Ground Crew Loyalty Awards**

- Officials to be included
- Must be an ESNZ member (any level)
- Must be a member of an affiliated club.

18. Issues with Schedules and Results - Discussed at both South and North Island forums
Schedules

- TD to be responsible for chasing the OC for missing schedules and TMP's.
- Sue will draw up a procedure and check with Jo to ensure it is workable. **Action: SB**
- Advise clubs and officials of the procedure **Action: JL**
- Jo thinks timeframe for getting schedule in need to be 14 days prior to the event to allow for clubs who send schedules in late and to also allow time for all follow up.

Results

- Board to contact people to be members of the working group. Sue and Jo to be included to ensure the correct information.
- Working group to be set up prior to the AGM.
- Aim for a working system to be in place for the start of the 20/21 season.
- Would be an ESNZ Endurance system.
- Would need to be set up with interfaces for online entries and payments.
- Waikato Club's system is available for all clubs to use.

19. Long Term Sponsorship from Dunstan

- Approach them for sponsorship for three champs' events, FEI Series, Annual Awards, non-champs FEI events to allow for exclusivity.
- Sue will arrange for her and Marie to meet with Dunstan to discuss the proposal **Action: SB**
- It was moved that Endurance pay for Sue's return flights to Hamilton. All those present were in favour. **Moved Marie/Jenny**

20. Inwards Correspondence

- Email from Dunstan – already discussed.
- Email from Alison Higgins – Almeko Trophy
 - The Board agreed that Del can have the trophy rebranded and that it can be presented to Linda Harmon at the AGM prize giving.
 - Alison to be advised. **Action: JL**
 - Sue to follow up to ensure Linda will be at the AGM. **Action: SB**

21. Reports

- CTR Report noted as read and accepted.
- Development and Mentoring noted as read and accepted.
- Financial Report noted as read and accepted.
 - Budget needs some updates. Sue will contact Murray **Action: SB**
 - No increase to be made to levies and start fees.
- High Performance Report noted as read and accepted.
- Junior/Youth report noted as read and accepted.
- National Champs Budget noted as read and accepted.
- South Island Champs Report noted as read and accepted.
- Sponsorship report noted as read and accepted.
- Technical Committee Report verbal report accepted.
- Officials Training Panel Report noted as read and accepted.
- Publicity Report noted as read and accepted.

22. General Business

Annual Awards

- Due to issues with results on the database all distance awards will need to be done manually.

- Awards still to be calculated need to be prioritised as not all may get done prior to the AGM.

Dropbox

- Jo has requested from the Board a list of what they require to be put on Dropbox.
- Sue thought the Board just required things like the sponsorship spreadsheet that could then be shared with others on the committee.
- Documents that the Board and sub-committees may need easy access to.
- Jo has been advised by Dana that anything that could relate to the running and organisation of Endurance needs to be on Dropbox.
- What Board wanted and what Dana wants is different.
- Board to work out what is to go on Dropbox **Action: MW**
- Deadline given to Jo is for everything to be on Dropbox by September.
- Unlikely to meet deadline due to annual awards needing to be done manually.
- Discuss with Dana to extend time frame for getting files on Dropbox **Action: MW**
- Annual awards need to take preference.
- Sue will bring up the database issues at the ESNZ Board meeting during relevant discussion as neither Sue or Jo have had replies to emails. **Action: SB**

Supplementary Rules

- These are our Admin rules so should be no need for changes to them to be voted on at an AGM or SGM.
- Board should be able to make changes to them as and when required.

High Performance

- Board zoom meeting with Simon Bennett at 6pm on Wednesday 29th May. Jo can't make it at 6pm so Jess will take the minutes.
- Board needs to have input as to what events are targeted. WEC or WEG.
- Applications need to be called for selectors and manager.
- How is the qualification criteria worked out?
- Criteria are worked out by the HP group - Director, Manager, Selectors.
- If riders are self-funded t and meet the FEI criteria should they be considered for selection?
- If self-funded should the riders have a say in how things are done?
- Needs to be discussed once Endurance HP Manager appointed and ensure procedures are communicated to all possibly team members.
- Whoever puts their name forward for selection must understand and agree to procedures.

23. Next Meeting

To be held at The Redwood Hotel, Christchurch at 3pm on the 5th July.

18. Close of Meeting

There being no further business the meeting closed at 9.50pm.