



Meeting Minutes

Endurance Board Meeting
Sunday 7th August 2022, start 10:05am
Venue: Christchurch

Present:	Sue Reid (Chair)	SR
	Sue Billigheimer	SB
	Nick Page	NP
	Ron Guest	RG
	Kate Honour	KH
	Petria Haigh	PH
	Marga Marshall	MM

1. Welcome

Sue R welcomed everyone to the meeting.

2. Meeting Administration

- Conflicts relevant to Agenda – nil
- Minutes of previous meetings for approval
 - Nick clarified that Scott McKenna is a barrister on the ESNZ board, but not specifically the ESNZ barrister
 - Marga will update this on the Board Meeting Minutes for 24th June
Action: MM
 - Board Meeting 24th June 2022 – **moved by Ron /seconded by Sue B**
 - Board Meeting 26th June 2022 – **moved by Sue R / seconded by Sue B**
 - CTR Minutes 25th June 2022 – **not approved until next year's AGM**
 - Forum Minutes 25th June 2022 – **not approved until next year's AGM**
 - AGM Minutes 25th June – **not approved until next year's AGM**
 - Meanwhile, the CTR Minutes, Forum Minutes and AGM Minutes can be **published as DRAFT**

- Matters arising from previous minutes
 - TMP

No resolution yet. Marga advised that she and Andrea met with Julian Bowden straight after the AGM and discussed the TMP issue. A plan was made to take that forward with ESNZ speaking directly with NZTA with relevant club members in attendance to address the specifics in relation to our sport. Sue B asked for an update to be able to inform members.

Action: Marga

Once Marga has confirmed where we are with the meeting Sue will write to update clubs and advise of alternative solutions ie local council funding or training of volunteers.

Action Sue B

Legal issues reported by the Waitaki Club

Nick has gathered a brief of evidence. This has now been handed over to the ESNZ legal team for a judicial review.

- ESNZ Affiliation request from East Coast Endurance Riders Club

The Board had agreed (by email) to the affiliation of the East Coast Endurance Riders Club.
- Board Etiquette
 - Board members should include all Board members in emails, with the exemption of matters which concern certain Board members only.
 - For transparency, all outward correspondence should go through the Board email address.
 - Minutes of this meeting: once moved/seconded, Marga will email these through to all club secretaries until we can publish Minutes directly on the ESNZ website.

Action: MM

3. Reports from Committees

- Finance Report
 - The amount of \$1832 has been received from the Ruahine Club, being the 60% profit from Nationals 2022 held at the Apiti Domain over Easter. Questions were raised as to why there are 2 term deposits and why there is a Current Account as well as a Savings Account. Ron will ask Murray for clarification.

Action: RG

- Kate brought up that when we apply for grants and sponsorship funding, it would be good to know what we have already applied for and what money has been set aside and what for, so we know what is available.
- Ron will check what he can find out about grants.

Action: RG

Moved by Ron/Seconded by Sue R

- TC Report

- Proposed rule change for claiming rides
Sue B explained that riders can now claim up to 2 rides at the time of registering a horse. We used to require paperwork to be sent in by post. The proposal is that when riders apply with ESNZ for horse registration they can notify ESNZ that they would like to claim a ride/rides, on the condition that this is claimed within the horse's qualifying period (24 months).
- Proposed rule change regarding Open Elevator rides
The proposal is that Open Elevator rides will need to be completed within a certain total time, rather than that there is a maximum time for each loop.
- Rides should only be changed to Elevator rides at Champs events in the event of extreme circumstances.
The proposed rule changes will need to be ratified at next AGM.

To be added to **ACTION LIST**

Moved by Sue R/Seconded by other Board members.

- High Performance Report

Moved by Sue R/Seconded by Sue B

- Junior/Youth Development

Jane will carry on; Leanne will have to step back. Emmy Bethel might be able to help.

Sue B mentioned that information to enable Grant Funding for Junior Camp needs to be in on time or we can not apply.

Moved by Sue R/Seconded by Kate

- Communication & Social Media

Everyone agreed that the ESNZ website is in general more formal and that the more fun and interesting stuff can be posted on Facebook and Instagram.

Anything published needs to be well written and with clear photos and any new entries should pop up. News articles for the website are still needed and they should be under publicity.

Kate stressed the importance of boosting important messages and target a big audience, so that sponsors get their names out there. Kate asked if it was possible to have a budget available to “bump stuff”. The Board agreed that the amount of \$200 for the coming 6-month period would be set aside for this purpose.

Petria was of the understanding that she would be looking after posts on Facebook and Instagram a member has offered help with social media and communication.

Petria will write a “Memo of Understanding”, stating who is responsible for what, which will be sent to the member on behalf of the Board

Sue R will send Petria a template to fill out.

The ESNZ website will be managed by Sue B.

A Communication and Social Media report will need to be submitted for every Board meeting.

ACTION: SR & PH

- Advisory Team Report

The Board discussed the next steps and opportunities.

CULTURE – Be more welcoming. This should be driven at Club level rather than Board level. Sue R suggested for Ron to be the mediator in the first instance before official processes. Flow charts for the complaints process to be sent to clubs. Action RG

DRNZ – This is still with DRNZ. No reply as yet.

ESNZ – A plan will need to be made with ESNZ in order to remain sustainable. ESNZ Endurance currently pay \$6500 in Service Fees to ESNZ. SB to forward breakdown Action SB

CLUB STRUCTURE – This is of less importance due to less impact on Endurance financial and overall performance.

DATA SYSTEMS – Sue B is looking after this.

RIDE RULES –

FEI Submissions for FEI rule changes need to be in early next year. These will need to be drafted and approved by the Board. Nick and Ron will do this, with help from others as required. They will get in contact with federations with similar interests to target the rule changes New Zealand are proposing. To get these approved for next year, a timeframe of around 3 months will need to be taken into account.

ACTION: NP & RG

Moved by Ron / Seconded by Sue R

National Rules The TC look at these yearly. Ron thought the official pathway should be looked at. This should be looked at by the Officials Training Panel

Moved by Ron / Seconded by Sue R

ESNZ Meeting Report

The ESNZ Annual General Assembly (AGA) is being held on 29 September.

7 delegates are required to attend (can be via Zoom).

Sue R, Sue B, Petria, Ron and Kate are able to attend.

Sue R will ask if Heidi is available and will find another delegate.

ACTION: SR

Moved by Sue R / Seconded by Sue B

BREAK 13:00 – 13:25

- Development Clinic

The idea is to be holding a clinic in both the North and South Island.

Money made at the last clinic if any has not been set aside for future clinics.

Possibility to look at applying for funding, and attendees will pay for the clinic.

Moved by Sue R / Seconded by Kate

- Health & Safety

New rules around helmets standards are not coming in yet.

No current covid issues/mandates.

First Aid Training – all ESNZ Officials are supposed to be First Aid trained.

Training has gone underway in Taupo, where all certificates can be achieved in 1 day. A 2-day course is generally around \$200 per person.

Marga asked when the changes will be taking effect. Kate advised that this needs to be clarified, but officially these rules should have taken effect many years ago.

Moved by Kate / Seconded by Sue R

- CTR Report

No report received.

A letter to resign from the CTR Committee was received from Andrea.

Ron to contact Andrea.

ACTION: RG

- Marketing/Sponsorship

Kate talked about targeting “happy hackers”, as they are our bread and butter. As HOY has massive marketing opportunities, the idea was put forward to organise a 40km endurance ride as an “Opening Act” for HOY. Invitations could be extended to eventers, dressage riders and showjumpers to participate and to get Land Rover to follow the riders.

Go-Pros and drones could be used and lots of photos should be taken. The Hawkes Bay Council are coming on board.

Sue B agreed, provided it fits in with the calendar from a TC point of view. Contact to be made with the Ruahine Club to ask if they are able to run it.

Moved by Kate / Seconded by Sue R

- Sports Admin Update
- Sue B advised that Sports Admin Procedures are in progress an Endurance Annual Report & Work Plan was tabled and agreed to.
- Buckles need to be ordered by early September. Kate to look at alternatives from rodeo club and advise.

Action Kate

- EVO update
Sue B advised that a lot of items go through our database rather than EVO. All clubs should be using EVO for their rides.

4. Items for Discussion/Vote

- Recognition for Jo Lankow – The Board came up with an idea for a gift for Jo
ACTION: RG, SR, PH
- Training for ESNZ website and tasks of Sport Admin Role – The Board approved for flights and taxi for Sue B to travel to Wellington to be reimbursed (around \$400).

- FEI

- Calendar/organisation fees

The Board discussed funding of Calendar/organisation fees for clubs offering to host FEI rides. Sue R proposed that ESNZ Endurance would pay these fees in full for 1 North Island club and for 1 South Island club who committed to running FEI events and that the Board would decide for which clubs these would be covered. Marga was concerned that this would discourage other clubs. The majority was in agreement with Sue R’s proposal. Sue B will notify clubs.

ACTION: SB

Moved by Sue R/Seconded by Nick

- Trophies – North Island, South Island and National trophies. Petria to create lists and upload these onto the Google Drive.

ACTION: PH

- Manual update of lifetime kilometres – This is expected to take 3-5 full days. ESNZ should be maintaining this and they should provide ESNZ Endurance with the info from the last 2 years. Sue R will contact ESNZ about this.

ACTION: SR

- Google Drive – Most Board members now have access.
- Endurance Email – Most Board members now have access.
- Affiliation – Mt Linton have not signed their Affiliation Agreement yet. Sue R will remind them.

ACTION: SR

5. General Business

Online Governance for Board Members

<https://www.sporttutor.nz/pages/description.jsf?menuId=1106#/users/@self/catalogues/110468/courses/112261/description>

All Board members are encouraged to have a look at the above link.

6. Correspondence:

In Resignation from Andrea Rigby – CTR Committee

Out: Mt Linton Endurance Riders Club
East Coast Endurance Riders Club

7. Next Meeting

- Zoom Meeting on Monday 5 September
- Face to Face Meeting on Saturday 29 October, probably in Christchurch
North Island Board members to look at flights

8. Close of Meeting

The meeting was closed by Sue Reid at 3:15pm.

