



## **ESNZ Endurance Board Meeting**

**23rd July 2023 9 am**

**ESNZ office, Wellington**

### **1: WELCOME & APOLOGIES**

**Start: 9.10am**

**Present:** Sue Billigheimer (Chair) , Nick Page, Kate Honour, Louise Holmes, Chris Enstrom, Jorja James, Fiona Stephen, Sue Landis via Facetime

**Apologies:** nil

### **2: MEETING ADMINISTRATION**

Conflicts relevant to agenda - none declared.

Code of Conduct forms - all signed

Board Disclosure forms distributed - to be returned to Sue B

### **3: Co-opted Members to the Board**

As per Endurance By-laws the board has the ability to appoint members for any reason as needed.

Chris Enstrom has significant experience in the sport and skills as outlined in the Board nomination questions.

Chris was voted on unanimously as an appointed member for two years. A face book post announcing this to be put up.

#### **4: Annual Appointments**

- **Board Chair - Sue Billigheimer**
- **Board Vice Chair - Louise Holmes**
- **Veterinary Panel - Nick Page**
- **Finance Committee - Louise Holmes, Sue Billigheimer, Chris Enstrom**
- **Bank Account Admins - Louise Holmes, Sue Billigheimer, Chris Enstrom**
- **Board Rep for Endurance Technical Committee - Jorja James**
- **Chair of Endurance Technical Committee - Heidi Bulfin**
- **Board Rep for CTR Committee - Sue Landis**
- **Board Rep for Officials Training Panel - Fiona Stephen**
- **Members of Officials Training Panel - Heidi Bulfin, Wendy Farnell**
- **Endurance Rep for ESNZ Board - Sue Billigheimer**
- **Endurance Rep for NEC Taupo Committee - Kate Honour**
- **Endurance Rep for NEC Christchurch Committee - Sue Billigheimer**
- **Endurance Rep for ESNZ Technical Committee- Ursula Keenan**
- **Junior Committee - Jorja James, Jane Ferguson**
- **Publicity/ Social Media - Fiona Stephen, Ursula Keenan, Dani from ESNZ**
- **Sponsorship - Kate Honour, Chris Enstrom**
- **Grants - Kate Honour, Sue Billigheimer**
- **Minute taker for meetings - Louise Holmes**

#### **5: Finance**

Discussion around the budget presented at AGM. Louise was notified by Sue Reid yesterday that \$3000 from PSP is no longer available. This puts us in a deficit position for the budget of \$2824.

Update of Signing mandates for ANZ.

Ron Guest and Sue Reid are to be removed.

Sue Billigheimer and Chris Enstrom to be added.

Account viewing access to be granted for Sue Billigheimer & Chris Enstrom.

Louise to investigate options for Endurance doing their own accounts.

We need to make sure we are smart about claiming GST wherever we can.

#### **6: Junior Camps**

Jorja to take the lead with Juniors plus Jane Fergusson ( to ask).

Jorja suggest to try a Summer camp date, possibly January @ NEC CHCH. More horses would be available at this time of year. Funding needs to start now as would need applied for by November. NEC availability at that time of year look good but needs booked as soon as dates proposed.

## **7: Sports Manager Role**

Workload must be spread around as much as possible and involving people outside of board members.

**ESNZ Endurance email** - Clubs will be instructed to bring all sport manager business communications eg Claiming rides, results, through the endurance email so it is manageable for board members

**Results Cover sheets and EVO Proformas** - to endurance email and into *Finance Folder*

- RCS & EVO need updated with new levies - Louise to sort

**Website updates** - Fiona to work with Sue B to do website updates of results etc

**Lifetime Km's** - Rena to be asked to do lifetimes km's for CEN.

- CTR committee asked to do lifetime km's for CTR

**EVO** - Wendy Farnell has offered to do quick reference guides for clubs. Louise to follow this up

**FEI schedules** - Wendy Farnell ( plus results to FEI)

**Claiming Rides from 22/23 season** - needs to come through board & Endurance email. Goes onto spreadsheet and then to ESNZ registration(Emma Gowan) - Louise to do

**Terms of Reference** out to all committees, especially TC & OTP as they are external - Sue B to do

**Sports Managers Meeting** - Sue B to attend and build on relationships already formed over past season.

## **8. Combined AGM's**

Discussion on how we best manage this to sync our AGM with the combined disciplines. We need to be seen and involved here. ESNZ have indicated they will rotate 2 in NI to 1 in SI due to membership base.

It was decided to hold next year's AGM in NI to align with this and then re evaluate.

## **9. Follow up from Forums**

### **9.1 Championship Strategy**

Several clubs had no representation at forum (East Coast & Waitaki). Need to talk to these clubs and get agreement to at least try for one year and re evaluate. Aim is to have a static fund.

Discussion was had on specifics of how the Champs Fund will work. Separate NI and SI pools. Terms to access funds would be that if a profit is made on the Championship ride, the pool is reimbursed. Repayment for Champ Pool to take precedence over repaying the Board Champs grant.

## **9.2 South Island Champs**

East Coast has track and track markers, but the committee understandably lacks confidence. Needs to be talked through the amount of help that would be available from outside people coming on to their OC. Sue B and Louise to follow up with East Coast.

## **10. General Business:**

### **10.1 Land Rover Sponsorship**

\$5000 is available to us but Sue B needs to talk with Julian re specifics of how Land Rover wish to see this used. Possibly naming rights for nationals and or series.

Discussion on Endurance as a great marketing opportunity for Land Rover in terms of shots for adverts etc. Nick is keen to work with Land Rover on this once we have things better defined.

Land Rover ran a bar tent at Dressage nationals which worked very well.

### **10.2 Advisory Group**

Board is in agreement that the Advisory Group's role has ended as we are now moving forward ourselves with a letter having been sent to DRNZ requesting meeting.

ESNZ value queries have all been addressed to the satisfaction of all at the forum and it was agreed to " put this to bed".

### **10.3 DRNZ**

A letter has been sent already asking that the two groups meet. Julian is keen to be a part of this and board unanimously agreed. Sue B to check his availability and then schedule.

Delegation to DRNZ meeting to be.

Julian, Sue B & Sue L.

Important that our focus is totally on the betterment of our sport.

### **10.4 Breeding Project**

We are not quite sure of the direction of this at this stage. Verifying Sire Parentage on ESNZ reg horses seems to be the initial focus.

Chris going to be Board rep on this.

### **10.5 Letter to Ashley Cole**

Sue B to write on behalf of the board to congratulate Ashley on her win at the Quilty and also to encourage her to contact our board with any queries ( eg HP etc)

### **10.6 EVO Training**

EVO have upcoming secretary training starting early August.

Board agreed to fund 2 x sessions for 1 person from each club - total \$20. Club to invoice for refunds.

Event set up 101, 201 and managing entries 101 likely to be the most important one for club

Louise to email reminder out to clubs asap

### **10.7 Strategic Plan**

Sue L has circulated draft stage 1 but we will table to discuss this in depth next meeting.

Sue L to continue to work on this and circulate via email for feedback.

Sue L suggested that we need to work on SMART goals for board for next 12mths eg Admin - have all clubs competent on EVO , Club Development.

### **10.8 Response to FEI**

Nick's original letter hasn't been sent as once the full list of rules proposals came out the FEI feedback to each rule explained things better.

However we would still like clarification on the format of the FEI forum. Nick to reconstruct letter.

Communications need to go out to the clubs re the proposed rule changes and the foreign official 500km rules.

Heidi has ability to facilitate overseas officials exchange/ FEI travel fund. Vet funding is separate.

It is still important for clubs to utilize Foreign Officials exchange as cheaper than using our own.

### **10.9 Trans Tasman**

Dates confirmed for King's Birthday weekend 2024. Verbally announced at AGM forum. Official invite to follow.

Board will need to choose selectors and determine and advertise criteria.

Performance sub-committee to work on this - Chris & Kate

### **10.1 HOY**

Kate has been approached re opportunity for all ESNZ disciplines to have a tent/ display at HOY.

Thoughts were a Marketing tent - photos, videos, what happens at a ride, run through of a vetting video.

Kate to get more details.

**Close of Meeting**

**Time: 1.30pm**

**Next Meeting night before ESNZ AGA, place & time TBC**