



**Minutes of the Board of ESNZ Endurance
Held at 15.25pm on 5th May 2018
At NEC Cafeteria, Rapids Road, Aratiatia, Taupo**

Present:

Alison Higgins – Chair	AH
Sue Billigheimer	SB
Louisa Muir	LM
Daryl Owen	DO
Jenny Weston	JW

Apologies:

Shane Dougan
Marie Wakeling

In Attendance:

Jo Lankow – Endurance Administrator & Minute Taker
Sue Reid – for Performance discussion only 15:25 – 15:50
Andrea Smith – for Performance discussion only 15:25 – 15:50

1. Welcome: Alison welcomed everyone to the meeting.

2. Performance:

Discussion with Sue Reid and Andrea Smith on the future direction of the Performance programme.

- Sue advised that only two members of the Performance squad were able to attend the upcoming camp.
- Decided not to hold the Performance camp this year.
- Change the Performance programme to a Development/Mentoring programme.
- Sue and Andrea to re-write the criteria and send it to the Board for approval.
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Sue and Andrea left the meeting at 15:50pm.

3. Conflicts relevant to the Agenda:

Sue – CTR Committee

Jenny – High Performance

3. Minutes of Previous Meeting 22nd February 2018

The Board agreed that the minutes of the meeting held on the 22nd February 2018 were a true and accurate record.

Moved: Jenny /Alison

Minutes to be put on the website

Action: JL

5. Matter Arising from Previous Minutes:

- No matters arising

6. Action List

- Rider Bibs – Louisa to forward sample bib to Sue who will get quotes and endeavour to get sponsorship or funding to cover the cost of bibs and screen printing of the numbers.
- New member pack – Work in progress.
- Proposed visit by FEI Director – Work in progress

Action list completed

7. Allowance for CTR Committee AGM

Discussion on providing an allowance for a CTR Committee member to attend the CTR AGM.

- Decision made to provide the CTR Committee with \$200. Receipts for travel to be provided following the AGM and prior to reimbursement.

Moved: Sue/Daryl

8. Budget

Discussion on draft budget.

- Sponsorship and funding will be essential to stay within budget.
- Tight rein will need to be kept on expenditure.
- Draft budget approved.
- Jo to send budget to Dana

Moved: Alison/Jenny

Action: JL

9. Calendar

Advised prior to the meeting that the clubs concerned had not yet been advised that some of their requested event dates had been moved to a different weekend from what was requested.

- Sue to put draft on Club Liaison FB page.
- No host club for South Island Champs as yet.

Action: SB

10. Proposed Rule Changed

The proposed rule change was approved

Moved: Alison/Sue

11. Terms of Reference

- All Terms of References approved except for Performance.

Moved: Alison/Louisa

- Performance ToR to be rewritten once revised programme details are received and approved.

Action: JL

12. National Championships 2019

Discussion on venue, host and OC.

- Will be hosted by the Endurance Board
- At this stage will be held at the NEC but keep options open for other suitable venues and tracks.
- Book NEC
- Organising Committee
 - Louisa Muir – Chair
 - Marie Wakeling – Vice Chair
 - Daryl Owen
 - Murray Smith – if available
 - Jo Lankow

Action: JL

- Louisa to contact Murray re his availability. **Action: LM**
- Updated Hosting Agreement approved

13. Island Champs

- Updated Island Champs Hosting Agreement approved.

14: Board Members Order of Retirement

Discussion on retirement of Board members for the upcoming election.

- All Board members willing to remain on the Board for 2018/2019.
- All current Board members elected on the same day so lots drawn to determine who needs to retire.
- Daryl, Sue and Shane will retire but they are eligible to stand again.
- Jo to advise Shane **Action: JL**

15. Funding for Sport Administrator

“It was resolved that a request be made to The Lion Foundation for funding for the amount of \$10,000.00” **Moved: Alison/Sue**

Meeting adjourned at 17:15pm until the following morning.

Meeting resumed at 9:10am at same venue.

All attendees from previous day present.

17: Breach of Stand Downs Notice

- Stand Down form to be modified: **Action: JW**
 - Bottom line to be removed
 - Clarify for endurance only
- Breach of Stand Down notice obsolete as stand downs listed on the form.
- Email to clubs and put on website **Action: JL**

18. Sponsorship

Discussion on ways of raising additional funds.

- Sponsorship Committee to be set up.
- Committee with comprise of Alison, Sue and up to two additional members.
- Draft ToR for committee **Action: JL**
- Call for expressions of interest for remaining committee members. **Action: JL**
- Other fund raising ideas could be an endurance ride at Equidays. Two – three real horses and some virtual horses. Include a gallop finish and vetting procedure.
- Sweepstakes on events – legality to be checked **Action: JL**

19. Hi Viz Vests

Dealt with under Action List

20. Inwards Correspondence

Email from S Swinbourne

- Has been dealt with

Email from Waitomo Club

- Has been dealt with

HP WEG Funding and Budget

- Not in a position to contribute anything in 2018-2019 budget.
- Endeavour to provide support for future HP events.
- Is included in the 5-10 year strategy in the Strategic Plan
- Reply to go to Sue

Action: JL

Email from P Paterson

- Nothing in budget at present but ask Petria to get a quote so an informed decision can be made
- May need to make provision in the budget in future for trophy repairs/re-engraving/replacements.
- Notice to go out asking trophy holders to advise as soon as possible if any trophies need repairs.

Action: JL

Action: JL

Email from P Adams

- Has been passed on to the ESNZ General Manager

Letter from the Trusts Community Foundation

- Funding application declined.

21. Reports

• Financial Report

- Noted as read and accepted.
- Noted that AWEC, Kohuratahi, Mackenzie and Mt Nimrod have paid their affiliation fees since the report was filed
- A Cole has paid her account since the report was filed.
- Sharon is having difficulty completing the Youthtown funding application for the coaches for Junior Camp and has requested that an application be made to the Infinity Foundation instead.
- "It was resolved that a request be made to Infinity Foundation for funding for the amount of \$1,000.00 "

• CTR Report

- Noted as read and accepted.

• Junior /Youth Report

- Noted as read and accepted.
- Request for funding application to cover cost of Camp shirts.
- Advise Sue that the Board require 8-12 weeks to apply for funding. **Action: JL**
- Too late for this year but can be done for next year.
- Two quotes would be required.

• Performance Report

- Dealt with during discussion with Sue and Andrea

• High Performance Report

- Noted as read and accepted.

- **National Champs Report**
 - Noted as read and accepted.
 - Officials must only do the roles they are listed on the schedule for, not take on other roles as well.
 - Letter to go to Canterbury Club congratulating them on a successful event. **Action: JL**
- **South Island Champs Report**
 - Noted as read and accepted.
 - A letter to go to Mt Nimrod Club congratulating them on a successful event. **Action: JL**
- **Officials Training Panel Report**
 - Noted as read and accepted.
 - Officials train in their own time and at their own expense and are volunteers.
 - The Board cannot prevent the officials from officiating at non-ESNZ Endurance events.
 - The role of the officials at any event is to ensure the rules for that particular event are followed irrespective of what the event rules may be.
 - OTP to be advised of the above. **Action: JL**
- **Technical Committee Report**
 - Noted as read and accepted.
- **Taupo NEC Report**
 - Noted as read and accepted.

22. Strategic Plan

- Loyalty awards for riders and ground crew. **Action: JL**
 - All affiliated endurance and CTR rides entered.
 - Must be ESNZ and affiliated club member.
 - Rider awards can be done for the 2018 AGM.
 - Provision for to be made for ground crew to be listed on Results Cover Sheet as from 1st August 2018 **Action: JL**
- Horse Kilometre Awards to be updated and published monthly. Can be done once necessary reports are available on the database. **Action: JL**
- Rider Kilometre Awards similar to the Horse awards. . Can also be done once necessary reports are available on the database. Note: Rider kilometres have only been recorded since 01.08.99 **Action: JL**
- Recognition of rider achievements e.g. Open, 1* etc. Certificate at end of season **Action: JL**
- Recognition of officials promotions e.g. National, 2* etc. Certificate at end season **Action: JL**
- Ask OTP to do notice to all officials asking officials to indicate what level they aspire to e.g. attended course only for educational purposes,, National, FEI (in NZ only), FEI (overseas events). Will give an indication of sponsorship/funding required to assist with this. **Action: JL**
- “Ask Me” vests for each club to assist riders new to endurance/CTR when arriving at their first event **Action: SB**
- Update Strategic Plan as agreed **Action: JW**

23. General Business

- **Promotion**

- Investigate having shirts and caps with logo on them for sale. "TARGET" on back of shirts

Action SB & AH

- **Kiwi Endurance**

- Kiwi Endurance is not an ESNZ sanctioned or controlled Facebook page.
- Many Facebook readers perceive Kiwi as an ESNZ Endurance page.
- Kiwi is at times damaging to our sport.
- Contact the Admins and request the page description be clarified further to avoid confusion.

Action: AH

- **Stallion and Mare Progeny**

Would be good to be able to publish a list, similar to the breeding list published with definite entries for champs events, that would show the stallions and mares and their progeny that are competing throughout the season. Many people, members and non-members, are interested in this information. Jo to look into the possibility of doing this.

Action: JL

24. Close of Meeting

There being no further business the meeting closed at 11:45am