RPSBS BOARD MEETING
Saturday 17th & Sunday 18th June, 2017
Venue: Best Western Motel & Convention Centre, Attwood Vic

MINUTES

Saturday 17th March, 2017

Meeting commenced at 9.00 am

ATTENDEES:
Michael Smith, Robert Cockram, Renae Dorney, Alyson Emery, Christine Gibbons, Helen Dohan

The Chairman, Michael Smith, opened the meeting at 9.00am, called for apologies and asked if any Director had a conflict of interest with any item on the agenda.

CONFLICT OF INTEREST: Nil

APOLOGIES: Tania Hay, Eileen Morris

APPOINTMENT OF ALTERNATE DIRECTORS:

Documentation was received from Tania Hay appointing Helen Dohan as her Alternate Director for the June 2017 Board Meeting
Documentation was received from Eileen Morris appointing Robert Cockram as her Alternate Director for the June 2017 Board Meeting

The Directors were in favour of the appointments as noted.

MINUTES OF THE PREVIOUS MEETING HELD 11-12 March 2017

Page 2 – re Life Memberships. This should state ''Life Memberships, with the exception of Honorary Life Memberships, will not be available going forward.''

Page 5

- *Motion: ''That the list of judges as determined at the March Meeting of the Board of Directors of RPSS Ltd be confirmed as a true and correct record.'' Carried*

Discussion took place as to individual reactions to the initial National Judges' Panel list.

- *Motion: ''That the Minutes of the Meeting of the Board of Directors held 11-12 March 2017 be approved with the additions as noted.'' Carried*

MOTIONS APPROVED SINCE THE PREVIOUS BOARD MEETING TO BE RATIFIED

- *Motion 23 March 2017*
  Moved :''That the Conditions of Entry with amendments to
  Rule 11 has had the phrase " including 3 yr old colts under saddle" removed.
  Rule 12 has added " All colts 2 years and over must be adult registered".
  Rules 17 and 18 have been swapped. Previously 2 rules relating to stallions had a measuring rule between them.
  be approved.''

- *Motion 27 March 2017*

Moved :''That Peter Barry be awarded an Honorary Life Membership of RPSBS.''

- *Motion 30 March 2017*

Moved :''That signed membership forms not be required for members renewing their membership. Signed forms shall still be required for all new membership applications.''

- *Motion 24 April 2017*

Moved :"For the 2017 election only, the late nominations be accepted until 4pm on 4th April 2017 but that their election be for a one year period only and that they would be required to stand again next year. In 2018 it be clearly published that there will be no late nominations accepted''

- *Motion 13 June 2017*

Moved :''That Life Memberships consist of one or two people with the membership listed in the name of that person or people. Where the membership is Joint, upon the death of the Nominee the Life membership shall cease and a new Ordinary membership number allocated to the remaining party. Should the party that is not the Nominee die first then the Life membership will be retained in the name of the surviving party (nominee) and a new membership number allocated.''

- *Motion: ''That the Motions approved by the Board of Directors, listed above, be ratified.'' Carried*

TREASURER REPORT

The Treasurer, Christine Gibbons, reported that the Auditors were friendly and easy to deal with but left processing the audit until the last minute. The fees were very reasonable but the States should pay some proportion. Fees could expect to rise by CPI next year.

It is possible that the States may not need to be GST registered, Christine Gibbons is to discuss this with the accountants.

Question raised if it would be possible for the states to use the same MYOB licence as the National body. Christine Gibbons advised that Zero gives a discount to sporting bodies.

- *Motion: ''That a standard accounting package be investigated for States and National.'' Carried*

Christine Gibbons stated that she felt that with the change of accounting practice it would be wise to do a complete audit again next year rather than a review.

Audit Management Report

- Bank reconciliations to be emailed to Christine
- Tax – hopefully the standard package will address that issue
- Authorisation – where possible note who authorised payments apart from reoccurring ones and attach bank payments to invoices. This is only possible for payments from the small account made from the office unless whoever does the payment from the main account emails the payment notification to the Secretary.
- Debit card transactions and details are noted on the Small account statements already

Christine Gibbons presented the Draft Budget and noted that the Society had made a healthy profit in 2016-17 largely due to the move to AHSA processing and that she expected a surplus again in 2017-18. Helen Dohan noted that the memberships would be posted this year to clean up and standardise the membership records but that there was a problem obtaining accurate data and there was a possibility that some members may not receive renewal notices as happened last year.

The Interest Rates are very low but by not rolling over the term deposit it is usually possible to negotiate slightly better terms.

ANZ still has considerable bank fees. There should be a way to eliminate these fees eg Westpac have the same type of Society accounts with no fees attached.

The Annual is a major expense although there has been a large reduction in cost since the 40th Anniversary one in 2015. A less expensive but still quality paper could reduce the cost

Contract costs for the Secretariat are confidential.

Accountancy fees for 2017-18 will reduce as True Synergy was outsourcing BAS to June Jones at $110/BAS. The change of auditor coupled with this and the elimination of states doing their own audits will save the Society about $10,000.

At the moment, there is approximately $151,000 in the working business accounts for National and the States and $190,000 invested in Term Deposits.

The increased profit will result in more flexibility to assist the states and to supply sponsorship.

It was suggested that the $5,000 proposed for advertising/sponsorship should increase to $10,000 to be split between sponsorship and the Annual Society Initiative (2017 Youngstock). After further discussion the following Motion was approved:

- *Motion: ''That two additional categories be added to the Budget, sponsorship $5,000 and $10,000 for the Annual Incentive with applications required.'' Carried*

- *Motion: ''That the Treasurers Report be approved.'' Carried*

DIVIDENDS

The figures as noted previously were amended prior to payment as it was determined that some states had been overpaid previously. A discussion was held about the best method of calculation, it was felt that payment should be made according to all eligible members at 1st September with payment reflecting any additional members made 1st March.

- *Motion: ''That the first Dividend for the year be paid on 1st September membership figures with the balance payable 1st March.'' Carried*

It was confirmed that Participant, Judge and Life members should not be included when calculating the dividends. Only Full, Company and Joint memberships are to be used in calculations.

- *Motion: ''That rebates are to be paid on voting memberships which pay an annual fee.'' Carried*

JUDGES POLICY & PROCEDURES

A Power Point to be tabled at the Forum was presented for comment and possible amendment.

The current Judge Committee is Michael Smith, Robert Cockram and Eileen Morris.

There is a problem when State Committees are asked to review a current Committee member.

The Directors spent considerable time examining and amending the Judge Policy. It was determined that it should be re-examined the next day prior to final approval.

STATE COMMITTEE PROCEDURES

The Secretary advised that all the States appeared to have problems with the State Committee Procedures and there was a risk that people would be unable to fill committee positions even though a committee may not have the full complement of committee members.

It was agreed that The State Committee Procedures should be reviewed and suggested amendments presented at the next Board Meeting.

WORKING WITH CHILDREN CHECK

- *Motion: ''That serving Police Officers and practicing Teachers be exempt from the requirement to obtain a WWCC upon receipt of satisfactory documentation confirming current employment'' Carried*

WESTGROVE PAGEANT MATERIAL

Sydney Royal has been requested to note that the Riding Pony classes are to be judged under RPSBS Rules previously and also that height limits for pony ages be noted in the schedule but to date this has never been actioned by the Show. The NSW Committee will follow up the issue of a pony that was overheight for its age being awarded Supreme Riding Pony at 2017 Sydney Royal and attempt to get the schedule amended.

CRITERIA FOR HONORARY LIFE MEMBERSHIPS

Discussion as to establishing criteria for future appointments of Honorary Life Members.

Criteria established:

- *A long-standing members of RPSBS*
- *Exemplary contribution and commitment to RPSBS through administrative, voluntary, breeding and/or judging services*
- *A recognised ambassador for the Breed*
- *As nominated and approved by the Board of Directors with no more than one appointment every five years*

REGULATIONS AI FOALS & DNA

The Directors felt that it was important to continue to fully parentage verify all foals produced by transported or frozen semen prior to registration, this also applies to reciprocal registrations.

For showing purposes it was determined:

- *That with the exception of foals, no older than 3 months of age, which are unweaned and shown on their dams, all foals must be registered or eligible for registration with RPSBS. Those which are weaned and not yet registered must have registration applications, and hair samples for any that require DNA typing, lodged with the RPSBS and appropriate fees paid to be eligible to exhibit. Colt foals must be eligible for registration as Section A RPSBS colts in order to be eligible to compete.*

GERMAN RIDING PONIES

The concept is an independent caretaker registry similar to that maintained by APSB on behalf of Gypsy Cobs. German Riding Ponies are being used in RPSB breeding programs and they are treated as unregistered animals. By acknowledging the name and identity of the GRP it gives the breeders access to complete parentage records which assists in keeping them fully informed.

With the increase in people breeding to GRP and also breeding to produce hunters it is important to invest in judge education in order that the Standard of Excellence is adhered to so standard and type is maintained.

The meeting adjourned at 2.50 pm

ELECTION OF OFFICE BEARERS

The meeting re-commenced at 4.42 pm following the Annual General Meeting

The Secretary, Helen Dohan, took the Chair and called for nominations for Chairman.
Michael Smith - nominated by Christine Gibbons, seconded by Robert Cockram.
Renae Dorney was asked if she wished to be nominated, she declined the offer.
There being no further nominations, Michael Smith was declared Chairman.

Vice Chairman
Robert Cockram – nominated by Michael Smith, seconded by Alyson Emery. There being no further nominations Robert Cockram was declared Vice Chairman

Christine Gibbons to remain Treasurer

Company Secretary
Christine Gibbons – moved Michael Smith, seconded Renae Dorney. There being no further nominations Christine Gibbons was declared Company Secretary

Sub-committees to be determined the next day.

The meeting closed at 4.47 pm

Sunday 18th June, 2017

Meeting commenced at 8.40 am

GERMAN RIDING PONIES

- *Motion: ''That all previous motions to do with the possible introduction of German Riding Ponies be rescinded at this time.'' Carried*

JUDGE POLICY

The Directors examined the proposed Judge Policy again in detail.

At the Forum suggestions were made, these were considered by the Board:

- That the age of applicants be reduced from 21 years to 18 years – age of applicant to remain 21 years
- The $30 application fee should be removed – this pays for the Judge Handbook. Change policy to make the $30 payable upon approval of application prior to sending the Judge Handbook.

Judges which are unfinancial or not in receipt of a WWCC will not be removed from the active judging list until the September Board meeting.

Powerpoint presentation to be placed on the RPSBS website.

- *Motion: ''That the Judge Policy as tabled be approved.'' Carried*

JUDGE APPLICATIONS & UPGRADES

All applications were considered in relation to the criteria for certain levels according to the Judge Policy. Some applicants possibly could have included more detail or further information that may have assisted their application. Michael Smith to review the form to try to make it clearer and so that applicants specify whether they are the owner,

breeder or producer of an animal. The National criteria requires significant, recent experience at Royal/National level through breeding, producing, exhibiting or judging both led and ridden at National level.

EDITING

Robert Cockram was asked about the situation when a sire could not be acknowledged on the Certificate of Registration of a pony. This can occur if the sire has not been adult registered or is cryptorchid and can also occur if either parent cannot be transferred to the current owner.
Helen Dohan advised that the name of the parent could not be noted but that now the parent was incorrectly recorded as ''not registered''.

- *Motion: ''That where a registered sire or dam cannot be acknowledged on the RPSBS parentage records and Certificate of Registration of progeny, it be referred to as 'not recognised' in the Studbook records.'' Carried*

From Forum – it would be good to have a search facility by year of birth on the online Studbook.

REPORTS

The Reports as circulated were tabled.
Additional information:
14b – Annual
14d – Qld State Report
14e – Victorian State Report
14f – NSW State Report
14g – WA State Report

- *Motion: ''That all Reports be accepted.'' Carried*

YOUNG JUDGES COMPETITION

The competition conducted at Lismore was very successful but needed more time allocated to it
The competition conducted at Toowoomba had enough time allocated and was also successful
It was agreed that there needs to be a method designed to give feedback to competitors and to use the competition as an educational experience

HORSE DEALS
There is a need to plan advertising and budget for the next twelve months.

NATIONAL PONY OF THE YEAR

NSW Committee received correspondence from NPOY
The NSW Newcomer Final used to be conducted at NPOY but this competition is now run in conjunction with the NSW State Riding Pony Show.
The NSW Committee has a sponsorship program and NPOY was not included. NPOY are asking for $1250 sponsorship.
There was considerable discussion about whether the RPSBS National body should sponsor the NPOY

SPONSORSHIP

In view of comments made at the Forum, there was discussion about whether the sponsorship allocated for Grand National and EA Nationals is counter-productive.

It was agreed that the sponsorship money at these events must only be won by animals that are registered RPSBS and shown in the name of the recorded owner who must be a member. Need to think about how to do this.

SCANNING

Three pallets of paperwork were received from Flagstaff but there is no record of what has been scanned as that was not kept for ''security reasons''. Any reports in Vicki's files are also incomplete. There has been little logic to the way in which things are scanned and it is very hard to find things in the files.

INSURANCE

This is due for renewal and the renewal paperwork was tabled.
Attempt to get something from the Insurance Company as a summary of benefits for the website

OTHER BUSINESS/CORRESPONDENCE

Sponsorship request from Equestrian NT for NT HOY – this was rejected as a National Sponsorship. Queensland can consider as a State initiative if they wish.

Andrew Hunt – Alyson Emery tabled an email received from Andrew Hunt

- Andrew Hunt had been told that he had been removed from the membership of Argyl Stud, this is incorrect and was checked at the Board meeting with Directors present.
- Request to conduct the AGM earlier in the day in order to allow interstate members to attend without incurring a night accommodation. It was agreed that this should be done. The Board felt that rotating the meetings between States would also benefit more members of the Society.
- Royal Shows adhering to RPSBS Rules and height limits – this is a major problem and being worked on. ANSA had similar problems to RPSBS at Sydney Royal 2017.
- Changing colour and markings – to enhance is ok but not to actually change the colour and markings so as to alter the description as registered. It was determined that the following be including in the showing regulations

All animals are to be exhibited in accordance with the description as noted on their registration record with RPSBS including, but not limited to, colour, markings and brands

Sally Morphy – Renae Dorney tabled the letter Sally Morphy had read during the Forum.

- Life membership – this has been resolved
- Judge Panel – this has been discussed during the current Board meeting and the criteria requested were provided during the Forum and will be noted on the website
- Registration of Section A foals in the season of birth – this has been previously discussed and will remain
- Stallion Returns – it is not the duty of the Society to maintain member stud records which is the issue that was evident during Forum discussion
- Two year old colts to require Stallion registration in order to show – it was agreed that two year old colts must have two descended testicles in order to be eligible to be shown. There was considerable discussion about whether Stallion registration should be required and the Board determined unanimously that this requirement was to remain.
- German Riding Ponies and Section D Welsh – the proposal to introduce a GRP registry has already been rescinded by the Board. There was discussion regarding the introduction of Welsh Section D as an approved breed, they were introduced as they were a Native Pony and used in the breeding of Section C Welsh which have always been approved and would benefit those wishing to breed Hunter ponies.

Renae Dorney to organise Survey Monkey to be sent to members with an argument for and against to gauge member views. The result of the survey is not to be binding on the Board but will be considered. No Section D Welsh are to be registered RPSBS in the meantime.

- Close Section C RPSBS – this would not benefit members and would reduce the likelihood of new members.

- Remove Section C Welsh from the list of Approved breeds – it was determined that Section C Welsh should remain
- Meritorious Upgrade of registration – this requires strict criteria to be established if it is to continue as a policy. To be discussed further at the September meeting.
- Increase the number of Delegates - the number of Board members per state was reduced relatively recently due to cost constraints. There is no justification to incur double cost to have two.
- Confidentiality – it was felt that maybe agenda items could be listed and sent to the State Committees for comment. The problem is that they would then request further information which may be confidential and they may not have meetings in time. The Secretary stated that providing she could receive all information from Directors at least two weeks prior to a meeting that an agenda could be forwarded but that at the moment things came in until the last minute and then there were still late items.

Motion: ''That all material to be placed on the agenda for Board meetings be forwarded to the Secretary at least two weeks before the Board meeting. Specific agenda iems are to be forwarded to the State Directors for dissemination to the State Committee.'' Carried

- Constitution – this has been updated very recently, certainly within the last decade

Other Forum items not previously dealt with

- Stallion Nomination forms – these are already on the website
- Signatories on Bank accounts – the Forum felt it essential that there be Board members as signatories on State accounts

Motion: ''That the Board State Director and the Company Treasurer must be signatories on all State RPSBS accounts.'' Carried

- Coloured Riding Ponies – there is to be no change to the registration eligibility of these

SUB-COMMITTEES OF THE BOARD OF DIRECTORS

Judge – Michael Smith (Chair), Robert Cockram, Renae Dorney, Eileen Morris
Editing – Robert Cockram (Chair), Eileen Morris, Renae Dorney
Publicity/Sponsorship – Alyson Emery to speak to Liz Francis to see if she will do this.

Motion: Moved ''That Secretary investigate and organise a Sydney Airport Hotel for the next Board meeting.'' Carried

Next meeting to be 20th September 2017

The meeting closed at 1.50 pm