RPSBS BOARD MEETING

Saturday 8th & Sunday 9th June 2019

Venue: Tradewinds Hotel, 1 Sewell Street, East Fremantle WA 6158

MINUTES

Meeting commenced Saturday 8th June 2019 at 8.37 am

ATTENDEES: Michael Smith, Robert Cockram, Ashley Cooper, Alyson Emery, Eileen Morris, Jessica Campbell, Debra Watson, Helen Dohan

The Chairman, Michael Smith, opened the meeting at 8.37, and advised that Jessica Campbell was acting as Alternate Director for Tasmania and all required Director paperwork has been completed.

CONFLICT OF INTEREST: Nil

APOLOGIES: Tania Hay

APPOINTMENT OF ALTERNATE DIRECTORS: Nil

DECLARATION BY DIRECTORS RE ITEMS ON THE AGENDA: Nil

MINUTES OF THE PREVIOUS MEETING HELD 25 March 2019

xxxxxx advised that the email sent to the xxxxxx had been sent in error and this should be noted. xxxxxx was not refering to the Riding Pony Board in the email.

- ***Motion:*** *''That the Minutes of the Meeting of the Board of Directors held 25 March 2019 be approved with the amendment regarding the email noted.'' Carried*

BUSINESS ARISING FROM THE PREVIOUS MEETING: Nil

MOTIONS APPROVED SINCE THE PREVIOUS BOARD MEETING TO BE RATIFIED

4 April 2019
"That the quote submitted by Metro Print for production and distribution of the Annual be accepted.''

3 May 2019
"That the Term Deposit due to mature 8th May 2019 to be put into the ANZ everyday account and once done the best interest rate is to be sourced and reinvested into the best rate and time with Westpac as sourced by the Treasurer."

15 May 2019
"That on the advice of the Company Treasurer, RPSBS Ltd. invest $200,000 in a Term Deposit with Westpac Bank for any period of time up to 12 months as determined by the Company Treasurer."

- ***Motion:*** *''That the Motions approved since the previous Board meeting be ratified.'' Carried*

The motions approved on 3 May 2019 and 15 May 2019 were not actioned as xxxxxx and xxxxxx wanted all Directors to sign the application for a Term Deposit.

xxxxxx queried whether xxxxxx could second the motion, it was agreed that as xxxxxx had been briefed by xxxxxx this was in order.

TREASURER REPORT

The Treasurer, Debra Watson, presented her report together with reports as previously circulated.

- The Society has maintained its stable financial position with the Term Deposit of $180,000 maturing on 8.5.19 and with the balance and interest of $4297.14 being transferred to the working account making the current working balance at $298,912.17 and the balance in the small account of $3973.69.
- We need to discuss separately the investment of those funds and appropriate signatures and relevant transfer and lodgement details and procedures.
- I have lodged the society and the states BAS's for the Jan-March quarter and all were lodged appropriately and in a timely manner to ensure the society is ATO compliant.
- It was brought to my attention that there was at least one state not charging and/or declaring GST on show entries income which I believe is not correct and I hope to follow up with the ATO to ensure we are fully GST compliant.
- Also separately is a list of GST and non GST income and expenses to be shared with the states treasurers. This list is by no means exhaustive and I am happy to discuss and investigate any relevant questions that the state treasurers may have in this regard.
- I have included in the Budget a proposed budget for 2019/20 which needs to be discussed, that would afford the society a modest nett profit of $32,400.00. It is too early into the new financial year to discuss whether targets will be met. The board needs to ensure that all avenues are sort to increase a cash flow stream and to minimise expenditure.
- The main account has $287,742.38 in it and the small working account has $3138.27.
- Debra Watson asked if the states could send all information to her, she would like the transaction list and not just GST or GST free reports. The transaction list could be in excel, MYOB etc.
- xxxxxx suggested winding up the Riding Pony Stud Book Society Ltd as a Company. xxxxxx explained the process of winding up a Company and the implications. xxxxxx expressed concern about Director liability. xxxxxx was advised that there was insurance to cover this.

    - ***Motion:*** *''That Transaction Reports be sent by the states to the Company Treasurer.'' Carried*

- State treasurers to advise the Treasurer if they feel extra categories are needed.
- Despina $5000/month which includes web maintenance and information bulletins.
- xxxxxx asked what was the role of xxxxxx. xxxxxx maintains the ASIC paperwork but this could be taken on by Debra Watson. Some of the ASIC paperwork was not up to date ie ASIC had not been advised of the change of auditor.

    - ***Motion:*** *''That Debra Watson take over the ASIC paperwork.'' Carried*

- xxxxxx asked how the Society was progressing financially. Debra Watson advised that the Society was doing well but must remain sustainable into the future and maintain a small profit margin. There is a need to invest in youth, promotions, advertising and education at grass roots level. The financial situation of the Society is stable at the moment but income throughout the show world is reduced so there is a need to encourage people and introduce new members.
- xxxxxx suggested that the states give vouchers as prizes to shows, rather than prizemoney, to distribute as unclaimed prizemoney is retained by the show.
- The term deposit is to be reinvested. Westpac has slightly better rates than ANZ.
- Reconciliation reports to be emailed to entire Board.
- xxxxxx to be added to the bank account signatories.
- Debra Watson suggested opening an Online Saver account with ANZ, This would generate a small amount of interest and would be better than money being in an account which generated no interest.

    - ***Motion:*** *''That an ANZ Online Saver Account be opened.'' Carried*

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

ANNUAL, PUBLICITY & PROMOTIONS

- Despina's Publicity and Annual Report was tabled.
- xxxxxx suggested that the Society would benefit from having preferred RPSBS suppliers. xxxxxx noted that often such suppliers gave back to the Society. Get Despina to investigate.
- Leaderboard – xxxxxx noted that a Profit & Loss had not been received. xxxxxx advised that it was being finalised and would then be presented. Hard to gauge the value of the competition in the first year. Despina has managed to

cover the cost of the trophies so RPSB contribution is for prizemoney. xxxxxx recommended that the Society maintain the $3000 prizemoney. All were in favour of the Leaderboard continuing. The Board would like extra categories.

- ***Motion:*** *''That $3000 be contributed by the RPSBS Ltd towards prizemoney for the Leaderboard competition.'' Carried*

- Recommend to Despina that Child Rider competitions are added in two categories, Junior (under 12 years) and Senior (12 & under 18 years). Participant members eligible to compete. Each state to have at least one Child Rider class at their main show. Prizemoney needed for winner and runner-up.
- xxxxxx suggested that the Leaderboard winners in each state should be presented with their awards at the State Annual Meetings.
- xxxxxx advised that photos of the ponies with awards should be sourced.
- SHC Grand National – would be good to try to get a RPSBS class. Despina to try.
- Horse Deals magazine – retain as one paid advertisement and one contra.

INSURANCE

The Insurance Renewal was tabled.

- ***Motion:*** *''That the Insurance Policies with Affinity be renewed.'' Carried*

SHOWING COLTS & STALLION REGISTRATION

- The current Regulation regarding the need for colts to be stallion registered in order to be shown was approved unanimously by the Board.
- xxxxxx and xxxxxx feel that all decisions should be referred to the states for feedback. It was noted that it was the responsibility of the Board to make decisions.
- The letter from xxxxxx was tabled..

- ***Motion:*** *''That in order for a colt 2 years or over to be shown the Society must be in receipt of a Veterinary Certificate confirming two testicles descended into the scrotum or a copy of a Stallion registration with another Society with that requirement. Stallion registration is not required until the colt is 4 years of age.'' Carried*

- ***Motion:*** *''That Stallion registration is required for colts before they attain the age of 4 years as at 1st August or when they are first used to cover a mare, whichever occurs first. Gelding registration is required when a colt is gelded.'' Carried*

SECTION A REGISTRATION BY 31 JULY IN YEAR OF BIRTH

- The Rule requiring registration of Section A ponies in the season of birth, which was unanimously approved by the Board, has been publicised for three years.
- Need to encourage people to register their foals early before they are lost.

- ***Motion:*** *''That the Schedule of Fees not be amended but rather re-worded to remove the concept of late penalty fees.'' Carried*

JUDGE CONTRACT & SOCIAL MEDIA

- National Judges should not be commenting in a derogatory manner about the Society or Board on Social Media. A Contract to be signed by all judges is needed. A Judge Agreement and Code of Conduct was approved at the March 2019 Meeting.
- Solicitor advice was that people were entitled to express their opinions on Social Medial providing any derogatory comments did not directly refer to the Society or Board members.
- The old Judge Manual to be discarded as it is out of date.

HOME PRODUCED/AMATEUR CLASSES

Correspondence received from xxxxxx was tabled and discussed. It was agreed to add the additional category of Amateur to the Rules for Amateur handlers and riders.

- ***Motion:*** *''That the amendments to the Showing Rules with regards to Amateur handlers and riders be approved." Carried*

Michael Smith to amend the Rules.

DECEASED MEMBERS

- Floral tributes to be sent where the deceased member was a past State Committee member (from the State Committee) or a past Director (from the Society).
- Sympathy card to be sent for other deceased members.

STATE COMMITTEE PROCEDURES

- Problem with the audit being finalised very late and not being on the website in time. The National audit does not appear to be started until after the Annual meetings so need to move the Annual Meetings a bit earlier in the year.
- Amendments:
  11 after 1 May and prior to 24 May
  12 change date to 15 March
  19 Notification of SAM & Nominations open – change date to March 15
  Nominations close – change date to April 1
  List of Nominees published – change date to April 15
  20 change date to March 15

AGM 2020

Sydney – Holiday Inn Sydney Airport on 27th June 2020

CORRESPONDENCE xxxxxx

Correspondence sent to the xxxxxx Committee by xxxxxx regarding a Youth Challenge was tabled, as Helen Dohan had been copied into the email, and noted.

MEMBERSHIP PACKS – NEW AND RENEWING

Renewing members who have not been members for two years or more to be treated as new members – to receive a past Annual (not necessarily the most recent), magnet etc.

BOARD MEETING DAYS

- Discussion about days of Board meetings. Some Directors are happy with week days, others would like weekends. People have shows and family events on weekends but others need to take time off work to attend. RPBS/AHSA contract does not cater for weekend meetings so would require re-negotiation when it is time to renew. AHSA does supply staff for AGM on weekend even though this is not catered for in the contract,

- Next Board meeting Wednesday 2nd October 2019, Holiday Inn Sydney Airport

CORRESPONDENCE

xxxxxx – re xxxxxx Stud Prefix. xxxxx

xxxxxx & xxxxxx – an email received from xxxxxx and xxxxxx was tabled. In answer to the queries:

- Discrepancy regarding rebates – last year there was a Youngstock incentive but not this year
- Discrepancy regarding administration costs – these have reduced due to a reduction in administration costs incurred by the States eg removal of Riding Pony phone and State Secretary using their own phone etc.
- Financial Report only needs to be tabled at the AGM not moved or approved
- The National Points Score Award is still a National Competition but presenting prizes at the State Annual Meeting is the best way to give the prizes to the recipients and recognise them personally.
- Board Meeting minutes – these are Summarised in the monthly newsletters. One set of minutes had been omitted from the website, this has been rectified.
- Two year old colts – this has been amended.
- Point our reduction in fees.
- Stallion Returns – invariably late and by the time you factor in abortions, dead foals and those that will never be registered they are of little value to a Society and generate a lot of administrative work. It is more valuable to get registrations submitted in the year of birth. Stud owners should be keeping their own stud records.
- Website – Despina is working on making it even more user friendly. Google has a very long memory, not much can be done about that.
- AGM – Sydney next year 27th June Holiday Inn

REPORTS

The reports as circulated to the Board Members prior to the meeting were tabled.

CHAIRPERSON (M Smith)
The Chairman's Report is as tabled at the AGM

EDITING (R Cockram)
There do not appear to be any real problems at the moment.

QLD STATE REPORT (M Smith)

1. State Committee Members as of the Election of Office Bearers meeting May 13 , 2019

Chair – Amanda O'Sullivan, Vice Chair/Publicity – Paula Anthony, Secretary - Eleanor Gerry,
Treasurer – Mike Smith, Judge/Newcomers – Kristen Taunton
Committee: Greg Smith, Peter Hudson, Kym Johnson, Leonie Walsh
Election of Director for period 2019-2021 – Mike Smith

2. Account Balance as at March 14: ANZ account $ 23,727
Paypal account: $ 0

Signatories to the ANZ account are Mike Smith, Christine Gibbons, Paula Anthony and Kristen Bates-Taunton. Paula Anthony holds the second security tongle.

3. Brief Description of Activities and plans for 2019:

- RPSBS 2020 Qld State Show : Discussions focusing on reverting back to a 2 day format to include more child focussed activities.
- Vic Child's initiative: Strong support for having some type of national children's development program.
- Brisbane Royal Show: RPSBS Qld will protest their allocation of the same judge across multi pony breeds and open pony classes in addition to having gone back on an agreement that had been negotiated with the RNA re paying the expenses of having an interstate national riding pony judge for the RPSBS classes at the RNA.
- RPSBS 2019 Youngstock Show: To be held in conjunction with a Welsh Regional Promotional Group at Woodford rescheduled from May to July at which we will appoint a Qld State Panel judge to adjudicate.

4. Concerns raised by committee members included:

- Adverse Facebook comments and the cost of registrations. Why bother?
- Having an even number of Board members.
- Having to DNA mares
- There appears to be a vigorous negative campaign being waged against the RPSBS Board at the moment. It appears the Facebook posts are read and not the RPSBS Information Bulletins.

VIC STATE REPORT (R Cockram)

- Bank balance $38058.04
- State Committee Members: Robert Cockram (Chairperson/Director), Di Jose (Vice Chair/Joint Publicity), Paige Saunders (Second Vice Chair/Joint Publicity/Second Director), Cathy Rae (Secretary), Rosie Metherall (Treasurer), Marlene Hart (Special Skills Representative), Committee: Paul Morath, Tara Kirk, Greg Gerry, Sally Morphy (coopt).
- Robert Cockram advised that he would probably resign as Chairman but would continue to work for the Committee and Society.
- The Foal Show had 13 less entries than last year but was still financially viable.
- There will be a two day clinic at the beginning of August.
- Peter Barry was presented with his Honorary Life membership at the Annual Meeting.
- Pageant – numbers were down but show made $115 profit

NSW STATE REPORT (A Cooper)

- The 2018-19 year has been very good for the NSW committee with financial support to many shows and Royals as well as to EA and SHC events.
- The 2018 State Show was put together under 6 weeks as our members wanted a show for the newcomers and open horses. Although the numbers were down the quality of horses presented was of a very high standard and the support of sponsors rallied gave us a better outlook for the balance sheet.
- Income $6574.44 Expenses $7443.33 loss $868.89
- Sponsors who haven't paid $1450 The Committee are still contacting them.
- Thank you to the Board for the Show incentive of $1000.
- We must remember that we are not here to make money and keep it for the club or board, it is to be put back for our members to encourage them to show their horses and breed more riding ponies and to register them and renew membership.
- Sandra James held a very successful Judges workshop on the Central Coast in conjunction with the CCLHHS with a profit of $300 being given to RPSBS NSW.
- On the financial side we have to date $14224.28 in our saving cheque account and $20,000 in Term Deposit.
- Less the last Quarter BAS $138.00
- Still following up on outstanding sponsorship from the last NSW Riding Pony Show.
- Currently finalising the date for the 2019 NSW Riding Pony Show, probably late October.
- The Committee have instigated a policy where in order for a show to be considered for sponsorship, it must use a RPSBS Panel Judge and a suitable program. A program is being developed to send to shows.
- Working with Sydney, Canberra and Bathurst Royals to fix their schedules.
- Ashley Cooper needs to follow up the query about Newcomer Fees discussed at the March Board meeting.
- Judges for Sydney Royal chosen by Random Selection.
- xxxxxxxxxx still has the NSW measuring stick. Helen Dohan will contact him.

WA STATE REPORT (E Morris)

- Eileen Morris presented her Chairman's Report from the WA Annual Meeting.
  "Thank you everyone for attending this evening's Riding Pony WA Branch State Annual Meeting. Another 12months has passed and we have seen some wonderful WA Riding Ponies shine on the big stage . While breeding numbers have dropped we are thankful for those still with the passion to support the Society.
  In an effort to support our members the committee collectively decided to hold an All Breeds Show in February with the feature on all Riding Pony classes. They had an extended program as well as Grand Champion Riding Pony. We were extremely fortunate to have 4 UK judges in Australia which made it somewhat of a special event. Although the SEC hit us with hefty ground hire fees we felt if

we could give our members cheaper class fees it would attract the numbers. The show of members was a little disappointing, however we were pleased to see some real quality ponies. Our English judge for that ring, Beverley Moore, was suitably impressed with the Grand Champion line up.
Our Newcomer championship day has been confirmed and thanks to Riverside Riding Club the event will be held in conjunction with its Hack Day on Sunday 21st July.
We are also just finalizing the program to hold the Ridden Riding Pony of the Year on the same day. Details will be published later this week.
The society has had some recent changes to its rules and we hope that our members will attend the AGM in 8th June at Tradewinds Hotel, Fremantle to hear more on these and voice your opinions.
Finally, I take this opportunity to thank the committee for the time and effort each of them has put into the society - all have contributed greatly to the running of the WA branch and it is very much appreciated.
I am very much looking forward to seeing what the next 12 months brings and hope we can encourage more support for our events."

- Committee: Eileen Morris (Chairperson/Director), Helen Moore (Vice Chair/Second Director), Julie Van der Sande (Secretary), Alison Carpenter (Treasurer), Marlene Kinder (Publicity). Helper Judy Sabine
- Bank balance: $18341.13

TASMANIA STATE REPORT (T Hay & J Campbell)

- State Committee Members: Tania Hay, Dani Zeiser, Tamara Smith, Jess Campbell, Janelle Calder
- Account Balance: $ 12, 249 [up from $11,120 last year]
- Comments: Nil
- RPSBS State Membership: 43. A decrease from 2018.
- Brief Description of Activities undertaken: State Show Jan 2019. Sponsorship at Ag shows, dressage state championships.
- Plans for 2019: Build membership. Difficult when major breeders in this state are no longer breeding and showing in Tasmania is declining in numbers overall. More performance based in this state. Targeting dressage/jumping may be a possibility.
- Highlights: Nil
- Concerns: See above. Reduction in membership. Entries to state show the lowest for a long time.
- We can't build what we currently do not have through no fault of the society.
- Requests to Board: Nil
- Numbers were down at the State Show but it was held at a new venue so financially it was ok. There were no stables at the venue which probably impacted on entries. There were very few Youngstock as there is not much breeding occurring in Tasmania.
- The Committee is targeting new activities for the ponies eg Dressage
- Jess Campbell is the new Publicity Officer

SA STATE REPORT (A Emery)

- The SA Committee held its SAM on Monday 13th May for all members
- The elections were recently held with two nominations, Alyson Emery and Angela Weiland-Hines being re-elected to the SA Committee. Shan Hunt decided to retire from the Committee and Elizabeth Francis did not re-stand at the time. Elizabeth Francis, Julie Lloyd and Shan Hunt have since been co-opted onto the SA Committee.
- The recent Foal Show, held in conjunction with the Welsh RPG, was poorly attended by Riding Pony members with only 4 foals participating. The feeling is that the cost of preparing a foal together with the cost and lack of feed in SA currently has attributed to such low numbers. The season in SA is apparently not going to be great again this year.
- The Royal Adelaide Show Breed Day was held in April with good numbers across all classes. Mr David Ross (Victoria) officiated. As previously stated, the numbers for the Royal were excellent. If only we could get these at the RPOTY Show.
- The new committee will be meeting shortly to get the RPOTY Show underway. This show is held on the last Sunday of October.
- Bank balance is currently $3038.73

- The current SA Committee members and positions elected on 13th May 2019 are: Dr Andrew Hunt (Chair, Publicity, Alternate Director), Mrs Alyson Emery (Secretary, Treasurer and Director for 3 years), Mrs Angela Weiland-Hines (Vice Chair, Ribbons). Elizabeth Francis, Shan Hunt, Julie Lloyd

The meeting closed at 12.56 pm

Meeting commenced Saturday 8th June 2019 at 4.55 pm

ATTENDEES: Michael Smith, Robert Cockram, Ashley Cooper, Alyson Emery, Eileen Morris, Jessica Campbell, Helen Dohan

Michael Smith opened the meeting and declared all Board positions vacant.
Helen Dohan took the Chair and called for nominations.

Chairperson:
Michael Smith – nominated by Robert Cockram, seconded by Jessica Campbell
Alyson Emery – nominated by Eileen Morris, seconded by Ashley Cooper
All Directors voted and the result was 3 for Michael Smith and 3 for Alyson Emery. A second ballot was conducted with the same result.
Michael Smith advised that he had previously contacted the Solicitor to determine the procedure in such a situation, it was recommended that all the elected (not co-opted) state committee members should vote. Ashley Cooper noted that the situation could possibly be resolved by a toss of a coin.
Alyson Emery withdrew her nomination and was appointed Senior Vice Chairperson
Second Vice Chairperson:
Robert Cockram – nominated by Michael Smith, Seconded by Ashley Cooper
Ashley Cooper – nominated by Alyson Emery, seconded by Eileen Morris
All Directors voted and the result was 3 for Robert Cockram and 3 for Ashley Cooper.
Ashley Cooper withdrew his nomination.

- ***Motion:*** *''That Debra Watson be appointed Company Secretary.'' Carried*

Christine Gibbons to be thanked and sent flowers. Michael Smith to speak with her.

The meeting closed at 5.07 pm

Meeting commenced Sunday 9th June 2019 at 8.43 am

ATTENDEES: Michael Smith, Robert Cockram, Ashley Cooper, Alyson Emery, Eileen Morris, Jessica Campbell, Debra Watson, Helen Dohan

The Chairman, Michael Smith, opened the meeting at 8.43 am

- ***Motion:*** *''That xxxxxxx be added as a signatory to the bank accounts and xxxxxxx be removed.'' Carried*

xxxxxxxxxy to be copied into all payment emails.

SUBCOMMITTEES OF THE BOARD

Judge – Michael Smith (chair), Robert Cockram, Eileen Morris
Editing – Alyson Emery (chair), Robert Cockram, Ashley Cooper
Strategic Planning – Ashley Cooper, Michael Smith, Alyson Emery

WEBSITE, TERMINOLOGY, BULLETIN, GOING FORWARD

There needs to be consistency of wording – Chairman (not President), Vice Chair
A person nominated by a state committee to attend Board Meetings when the appointed Director is unavailable will be referred to as a Substitute Director. If they attend a Board Meeting they are then referred to as the Alternate Director for that meeting.

Michael Smith will upload all the 2019-20 State Committee information onto the State websites and negotiate for Despina to perform this task in future.

Information Bulletin

- continue to investigate the possibility of recording/registering German Riding Ponies as requested by the AGM
- how to improve communication and encourage members to read information sent to them
- change of showing rules regarding colts
- clarification as to when a Foal Recorded colt needs to be stallion or gelding registered
- report on AGM, forum and judge seminar
- disseminate figures published at AGM as per AGM request
- details of 2020 AGM – 27th June 2010 Holiday Inn Sydney Airport.

Helen Dohan to amend the Show Rules, Registration Rules and State Committee Structure as per changes made at the June 2019 Board Meeting.

Summary Minutes for website – Michael Smith to draft and Alyson Emery to check.

New section on website proposed (Michael Smith to contact Despina) – common problems and solutions. Board to send suggested list to office.

Need to get foals registered. Board to contact members in their states who may have unregistered stock and encourage them to submit paperwork even if fees are omitted.

STRATEGIC PLANNING

From AGM – German Riding Ponies, how to get people to attend shows, youth clinic/promotions

YOUTH DEVELOPMENT

Budget and Grant Application to be submitted with all details of proposed event. The Grant is to help buffer losses but it is expected that the event should self-fund.

OFFICE SECRETARIAT

Teresa Edwards will take over the Board Secretariat duties from Helen Dohan. Helen Will continue to do payments, paperwork for audit etc as well as assist Teresa. Helen will attend the October Board meeting and 2021 AGM with Teresa.

TREASURER

In line with CPI and as the Treasurer will now also fulfil the role of Company Secretary it was proposed that the rate of pay be increased by CPI

- ***Motion:*** *''That the payment to Debra Watson be increased by CPI.'' Carried*

The meeting closed at 10.15 am