

# National RPSBS Board of Directors Meeting

## Minutes

Date 30/1/23  
Time 7.30pm  
Format ZOOM  
Chair Alison Doyle  
Minutes Alison Doyle

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### Attendees

Mark Lilley, Sandra James, Greg Gerry, Fiona Clark, Andrew Hunt  
Despina, Jane Clifford

### Apologies

Teresa (office)

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### **Item 1**

Minutes from previous meeting 18/9/22, meeting held to decide upon the successful applicant for the role of National Treasurer, Jane Clifford was offered the role and signed the contract.

### **Item 2 (this meeting)**

**Financial Report** Welcome to Jane Clifford in the role of National Treasurer

- Reports distributed by Jane Clifford 29/1/23  
No questions raised at this time.

- Banking Matters

Account signatories to be updated –

**Motion 1 /23** removal of signatories

Moved XXXX, Seconded by XXXX, Motion carried.

**Motion 2/23** addition of signatories

Moved XXXX, Seconded by XXXX, Motion carried

• BAS matters

**Motion 3/23** purchase of MYOB for state use

Moved XXXX, Seconded XXXX, motion carried.

• Term deposits

**Motion 4/23** TBC for information required.

• Other business

Jane discussed with the Directors a listing of “bad” debts – the decision was made to formally write-off these debts as there was limited information on the details of the debts.

**Motion 5/23** re “ancient” bad debts

Moved XXXX, Seconded XXXX, Motion carried.

**Motion 5/23** re use National Credit Card for National ZOOM account

Moved XXXX, seconded XXXX, Motion carried.

**Publicity Report** Despina Show Pony Graphics

- 2022 Annual report
- Timeline for 2023 Annual
- Other items

Monthly report from a Board member for the Newsletter.

The directors thanked Jane and Despina for attending the meeting and they were excused.

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**Office Report** Theresa – on Leave.

**Motion 6/23 – not completed**

- re rebates to the states.
- National Secretary, is this a role for the office?

The Board to further discuss

- Day insurance ?????

There is NO Day insurance – our provider does not supply this option.

### **Item 3**

#### **Review of Directors Positions, Roles + Responsibilities**

Fiona volunteered to take on this role.

#### **Motion 7/23** re ASIC updates

Moved XXXX, Seconded XXXX. Motion carried

#### **Motion 8/23** re independent Chair role

Moved XXXX , Seconded XXXX, motion carried

### **Item 4**

#### **Registration Matters**

No motions required.

### **Item 5**

#### **Other Director Reports**

- Judges  
Two requests received and Directors agree.
- Website  
Work has been undertaken to develop a procedure manual to enable each state can update their own site.

### **Item 6**

#### **Other Matters**

#### **Motion 9/23** re letter to member

Moved XXXX, seconded XXXX. Motion carried

#### **General Business**

- The 2023 Schedule of classes for the \$100 (cash) vouchers to be developed for both Grand National and EA Nationals be developed ASAP.
- Measuring – agree this is addressed in the current Rules however there needs to be further discussion and re-shaping ASAP.

- Those people whose tenure on their state committees is up for renewal will be advised by the National office of what they need to do to re-nominate.
- Next meeting is scheduled for Tuesday 14 March 2023. Further details will be forth coming ASAP.