



TASMANIAN EQUESTRIAN CENTRE BOARD OF MANAGEMENT

Minutes of the Board Meeting held on Tuesday 21st November 2017, at The Tasmanian Equestrian Centre, Lauderdale. Meeting opened 1918hrs.

MINUTES

1. WELCOME & APOLOGIES

Present: Erin Hunn (Chairperson), Alex Marshall (Secretariat), Kate Cawthorn (ET Rep), Kate Guinane (STEA Rep), Sascha Stephens (H&D Rep), Karen Allen (DT Rep) and Jennifer Briggs.

Apologies: Lynda Lonergan (Casual User Rep) and Nicky Brown (SJ Rep).

2. CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETING

- MOVED: Kate Guinane SECONDED: Kate Cawthorn and CARRIED "That the minutes of the Board meeting held on 10th October 2017 are accepted as a true and correct record of that meeting."

3. MATTERS FOR ADDRESS

3.1 Action List

- Is now active again and up to date.
- Will continue to update and monitor

3.2 Front Gate

- Reminder to go out to everyone that all users must ensure the gate is kept shut, this continues to be an issue that members should be more aware of.
- There is still an issue with persons accessing TEC via the fence with the white sight line, near the front gate. The TEC board approached Clarence City Council requesting this be addressed some time ago. The board will ask David Mitchell to assist with this matter.

3.3 Ground maintenance and Working bee jobs

- The TEC board will prepare a list of jobs for David Mitchell to assist with in terms of ground maintenance, along with preparing a list of jobs that can be slowly ticked off during working bees in the warmer/busier months.

3.4 Ground bookings for Dressage Tasmania

- Dressage Tasmania want to ensure their bookings for the TEC on 17 February and 15 April 2018, which was confirmed by Erin Hunn.

3.5 Catering at large events

- In light of the upcoming major events at TEC, it was raised that the use of food vans lessens the demand and subsequent income for those running the canteen on the days where large events are running. This will be followed up, as the intention of running the canteen is to assist our user groups with income.

3.6 Watering of the arenas

- Clarification was discussed around whether user groups can elect to water the arenas if they adhere to taking photographs of the water metre. It was reiterated that TEC will only pay fair and reasonable costs relating to watering.

3.7	Arena Raking	
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- The fact Jennifer is the only one raking the arenas currently was raised, as an alternative should be available. It was confirmed among the board that Jill from DT has done the tractor course, which would allow her to do the raking.
- This created discussion around reconsidering a 4-wheeler for the centre and how such would be managed. Consideration was given to asking each user group to contribute a monetary amount to assist.

3.8	Keys	
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- Karen requested an additional key – which was agreed by the board however, there are not any spares held currently. Kate Guinane will get an additional 10 cut.

4. TREASURERS REPORT

4.1	Financial Report	
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Standard report not circulated – Heather Richardson declined the position via email. Andrea Watson has accepted the role on the understanding she will not be required to attend every meeting.

Current Balance: \$40,155.85

Reimbursement sought:
 Jennifer Briggs \$1200 – Yard posts
 Jennifer Briggs \$600 – Arena raking
 Both approved by the board

5. CORRESPONDENCE

5.1	Outward	
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- Not covered

5.2	Inward for Information	
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- Not covered

6. General Business

6.1	Stallion Yard/s	
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- This was raised by DT due to the centre currently lacking suitable yards or secure areas for anyone to house their competitive stallions.
- To progress the matter we should obtain relevant information and recommendations for the yards, e.g. Material, Height and Depth. (Karen will look into and provide relevant information)
- Will be provided in the next phase of yard progress.

6.2	Use of grounds during competitions	
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- It must be noted and conveyed to members that during competitions coaches and users (not competing), must not use or interfere with the operation of the event. Competition area must not be used during competition by non-competitors.

6.3	Watering Plants	
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- Please remind members to water the plants near the toilet block when they visit the centre.

7. Next Meeting

7.1	Next Meeting	
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- Tuesday 9th January 2018 at the Tasmanian Equestrian Centre, commencing 1800hrs.

8. Closure

There being no further business, the Chairperson declared the meeting closed at 2004hrs.

Confirmed: (CHAIRPERSON)

Date: / /