



TASMANIAN EQUESTRIAN CENTRE BOARD OF MANAGEMENT

Minutes of the Board Meeting held on Tuesday 17th April 2018, at The Foreshore Tavern, Lauderdale.
Meeting opened 1830hrs.

MINUTES

1. WELCOME & APOLOGIES

Present: Erin Hunn (Chairperson), Kate Cawthorn (ET Rep), Andrea Watson (Treasurer), Jennifer Briggs, Kate Guinane (STEA Rep), Nicky Brown (SJ Rep) and Karen Allen (DT Rep).

Apologies: Alex Marshall (Secretariat), Sascha Stephens (H&D Rep) and Lynda Lonergan (Casual User Rep).

2. CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETING

- MOVED: Kate Cawthorn SECONDED: Jennifer Briggs and CARRIED "That the minutes of the Board meeting held on 20th February 2018 are accepted as a true and correct record of that meeting."

3. MATTERS FOR ADDRESS

3.1 Action List

- Not presented, to be updated for next meeting
- Will continue to update and monitor

3.2 Casual Users

- L. Lonergan not present so nothing to report.

3.3 Light Poles

- The poles have arrived. It is believed that there are 3 poles. Need to organize an engineer to determine what specifications the concrete footings need to be and then what fittings and power will be required.

3.4 Fundraising Opportunities

- Still awaiting date for car boot sale, to be organized by casual users.

3.5 Grant opportunities

- Sue McDermott advised that she hasn't applied for any grants, it was noted grant applications need to go through Etas as they are the governing body.
- A. Watson to send information about Grant Writing to the committee.

3.6 User group responsibilities

- E. Hunn to complete letter to be sent out to user groups.

3.7 Irrigation System

- Greg has commenced work on the watering system, such as looking at the sprinkler heads, making them work more efficiently. He is coming back to reinstall the automatic watering system.

3.8 Tractor Course

- Unsure what is happening with tractor course. E. Hunn to contact Andrew McDermott and get some dates that he is available.

3.9 Measuring Pad

- K. Cawthorn to clarify with Etas what is happening with the measuring area.

3.10	TEC Policies	
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- Nothing further to report at this stage. Although it is still agreed something that TEC needs to develop.

3.11	Electric Gate	
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- J. Briggs has met with Brendan Chugg from FGS Australia and he will provide a quote this week for the gate. The board agrees this is something that they wish to proceed with. J. Briggs to send the quote around the board for approval.

4. TREASURERS REPORT

4.1	Financial Report	
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Report circulated.

Current Balance: \$30, 291.47

Reimbursement sought:

Jennifer Briggs \$600.00 – Arena raking,

Leon Hunn- \$69.00- Diesel

Both approved by the board

A. Watson raised the option to get MYOB for the TEC financials, stating that it would provide us with a better record and be easier. A. Watson to explore options.

A. Watson also spoke about people being paid to do work at the TEC and Etas are exploring the option of having people covered with work entitlements. J. Briggs is reluctant to be part of a paid system.

Moved: A Watson **Seconded:** K Guinane

5. CORRESPONDENCE

5.1	Outward	
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5.2	Inward for Information	
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6. General Business

6.1	Meeting with Etas Board	
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- K. Allen and E. Hunn (along with K. Cawthorn and A. Watson who are on the Etas board) met with the Etas board on the 20/3.
- At this meeting it was agreed that at this time some money should be spent on the current clubrooms to make it safer and useable. Following the meeting S. McDermott engaged Steve Nannes to undertake some work, which included fixing the door, sealing the windows, fixing the hole in the floor and sealing any exposed asbestos.
- Criag Watson has braced the shed outside the clubhouse that was deemed to be very unsafe due to not being braced at time of building.
- Sam Vagg has undertaken some electrical work to also make the clubrooms safer.
- Etas has covered the cost of all this work.
- It was agreed that a regular maintenance schedule should be developed for the TEC and suggested that the Etas office could manage this.
- There is only 2 years left on the TEC Lease. A. Watson contacted CCC to talk about renewing lease, but they said they wouldn't look at this until the recreation needs analysis was completed.

- Etas would like to meet with the TEC board every 3 months.

6.2	Removal of Trees	
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- K. Allen provided a report from an arborist that DAT had obtained in relation to trees around the dressage arenas. It was determined that only two trees would need removing and some others trimmed. The quote to do this work is \$3300, TEC agreed to pay half. N. Brown said that she would approve it, but wanted it noted JT should receive some money in the future, as they don't use the dressage arenas.
- Tree Removal paperwork to be submitted to CCC with a copy of the arborist report.

6.3	Use of grounds during Championships	
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- Discussion had re use of the TEC during Championships by other user groups (STEA, DT, JT or H&D). It was resolved that should two user groups come to an agreement that they are happy for another user group to use a section of the ground during their championship that this was ok.
- Casual and Coach users would not be able to use the grounds during these championships.

6.4	Key Boxes	
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- E. Hunn requested permission to purchase two key boxes, one for the gate key and one for the clubhouse key. This as approved.

6.5	Winter Clean up	
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- DT proposed that TEC have an annual clean up in winter. It was agreed this was a good idea and a skip bin could be got to throw away a number of bigger items collecting around the sheds.
- Date to be confirmed.

6.6	Signs	
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- Request to take down "No Dogs" sign on the gate.
- TEC sign to be put up. E. Hunn to speak with David Mitchell.

6.7	Tractor Service	
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- E. Hunn to arrange with Tas Farm to service the tractor.

7. Next Meeting		
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7.1	Next Meeting	
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- Tuesday 29th May 2018 at the Foreshore Tavern, Lauderdale, commencing 1830hrs.

8. Closure		
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There being no further business, the Chairperson declared the meeting closed at 2030hrs.

Confirmed: (CHAIRPERSON)

Date: / /