

Meeting 01 Minutes

Bungendore Royal Hotel – 6th September 2024 at 6:30pm

Invitees:

- President - Cath Daniel
- Vice President - Shelly Andrews
- Secretary - Emma Derwent
- Assistant Secretary - Donna Brown
- Treasurer / Public Officer - Katrina Nixon
- Membership Officer - Kim Waddell
- Animal Welfare Officers – Reg Webb, Rob Laurie and Liam Harris
- Independent Representative – John McGlone
- All Club Disputes Committee members – Taralga, Braidwood, Crookwell, Gunning, Yass, Lake George, Marulan, and Grenfell.

Agenda:

1. Apologies
2. Review of rules (drafted)
3. Review of Code of Conduct (drafted)
4. Discussion on Constitution and sections requiring a re-write (drafted)
5. Action Items Review
6. Confirm next meeting
7. Other business

Attendees:

In- person: Cath Daniel, Shelly Andrews, Emma Derwent, Donna Brown, Katrina Nixon, Kim Waddell, Rob Laurie, Reg Webb, Joan Webb, Mardi Andrews

Via Mobile Phone – Monique Hillier

Meeting Opened: 6:32pm

1. Apologies:

- Kylie Lidgard
- Harley Lidgard
- Dale Polson
- Jack Derwent
- Joan Laurie
- Guy Laurie
- Bec Laurie

2. Review of Rules:

Amendments have been made to the rules. Rules were under review within the meeting.

General Rules:

- Rule 5 - The use of martingales with rings is permitted only if the bridle has split reins.
 - o **Passed by committee.**
- Rule 10 - Helmets must comply with the following standards and be less than five years old from the date of manufacture:
 - o a. Current Australian standard AS/NZS 3838 provided they are SAI Global marked.
 - o b. New Australian standard ARB HS 2012 provided they are SAI Global marked.
 - o c. Current American standard ASTM F1163 (2004a or 04a onwards) provided they are SEI marked.
 - o d. Current American standard SNELL E2001.
 - o e. Current British standard PAS 015 (1998 or 2011) provided they are BSI Kitemarked.
 - o f. Interim European Standard VG1 (01.040: 2014-12) with or without BSI Kitemark.
 - o **Passed by committee.**
- Rule 11 - A junior rider is classed as 16 and under at the commencement of the competition season.
 - o The commencement of the season was discussed to give clarification to all members. The season will run from July through to June of the following year – within the financial year.
 - o If a rider turns 17 when the season has commenced into the new financial year, they can continue the season through into the juniors once the finals are done. They will then be required to move up into the Open afterwards.
 - o **Passed by committee.**
- Rule 21 - Prize money will be awarded to the teams that sort the highest number of cattle in the quickest time per run for each round at an event.
 - o Wording of this rule will be changed to each day at an event instead of each round to avoid confusion to competitors. This is for club events only, not the finals. The finals are a different event and uses rounds instead of days.
 - o **Passed by committee.**
- Rule 22 - Points are accumulated towards final qualifications based on the total number of cattle sorted at each event throughout the season. Only financial members are eligible to accumulate points.
 - o **Passed by committee.**

Animal Welfare

- Rule 1 - Abuse of cattle or horses will be cause for disqualification and may be subjected to disciplinary action.
 - o The committee was divided whether disciplinary action would be necessary if abuse of cattle or horses was to occur. Concerns were made to enforce this rule on competitors who continually abuse cattle or horses at an event as this may discourage cattle donors to lend cattle to our events if animals are injured.

- Other committee members were concerned this rule would be difficult to monitor and we should only continue to disqualify competitors and for the judges to all be consistent with their judging decisions.
- A meeting amongst the judges may need to be arranged for all judges to remain consistent and judge at the same standard.
- **This rule was not passed and will remain as – Abuse of cattle or horses will cause for disqualification.**
- Rule 2 - A competitor may be directed to dismount and cease competing on a horse if an Animal Welfare Officer deems the horse is not fit for competition.
 - Committee members agreed but discussed what would occur if a competitor supplied a vet certificate for the horse prior to the event. The committee have agreed a vet would be required to assess the horse on the day of the competition to give clearance of the horse for competition. A vet certificate will not be accepted prior to the event.
 - **Passed by committee.**

These rules will be amended accordingly and be updated to the website when completed.

3. Review of Code of Conduct

- All committee members were satisfied with the code of conduct written up by Cath. No changes or suggestions were advised to be made.
- Committee members discussed when to get competitors to sign the code of conduct and the best way to keep record of it.
- It was suggested for all members to sign the code of conduct when completing a membership form.
- For non-members riding on the day, they will need to read the code of conduct when checking runs and signing waivers. It was not required at this time for non-members to sign the form.
- A laminated copy of the code of conduct will be provided with the runs and waivers at each event.

4. Discussion on Constitution and sections requiring a re-write

Cath has reviewed the Model of Constitution – Under the Associations Incorporation Act 2009 by NSW Fair Trading. It was discussed with the committee if Southern NSW Team Sorting would structure our sport under this model of constitution or a rewrite would be required for the sport. Several sections were highlighted and discussed as follows:

Part 2 Members of Association

3 – Membership Applications

- Under NSW Fair Trading – the committee can approve or reject an application. This has been removed and all memberships will be valid once the annual membership fee is paid.
- It's not required for the secretary to refer a membership application to the committee.
- The membership application will be lodged with the membership officer as previously done.

It was decided amongst the committee that all competitors must have either a day or annual membership to ride under Southern NSW Team Sorting.

The pricing was decided as:

- Open riders/non-riders:
 - Day membership: \$20
 - Annual membership: \$25
- Junior riders:
 - Day Membership: \$5
 - Annual membership: \$10

5 – Fees and Subscriptions

- A member must pay to the association an annual membership within the financial year of each calendar year.

Part 3 Committee

14 – Composition of committee

- The committee must have 8 members as elected in accordance with clause 15, consisting of:
 - The president, vice-president, secretary, treasurer, membership officer and 3 ordinary committee members

22 – Notice of committee meetings

- Discussed committee meetings to be in person or via zoom calls. Both can be arranged for future meetings.

23 – Quorum

- The quorum for a meeting of the committee is 7 committee members instead of 3, this must include either the president, vice president or secretary.

5. Action Items Review

- Our Public Officer Katrina has completed paperwork to NSW Fair Trading and made payment. Copies of paperwork was given to Emma to file.

6. Confirm next meeting

- The next meeting was not scheduled at the time of the meeting. Cath discussed catching up with Emma at another time to organise updating packs to give to each club committee. It will also need to be arranged to collect paperwork from previous Secretary Tyla. Emma has already collected paperwork from previous Assistant Secretary Megan.

7. Other business

- The website has been updated recently with results from the 2024 finals and new committee members. The committee discussed changes to the website to make it more user friendly. Feedback has been provided by users that the website can be difficult to view at times.

Emma will spend some time changing the website format under upcoming events and add in new dates for future events.

- Emma also suggested adding more current photos to the website. To gain consent from competitors, a Facebook post will be arranged asking for photos of team sorting to be sent through with their permission. Professional photographs will need to be asked by the photographer.
- Future meetings were discussed whether to have in-person or to organise zoom calls. The committee were open to attend meetings in both arrangements.
- The affiliated judges and timekeepers list was updated. The committee discussed the limited judges and timekeepers at the present time. It was openly considered to allow for riders to timekeep the open rounds. The committee were in favour for this to be allowed. The committee will reach out to the team sorting community and ask for volunteers for judging and timekeeping.
- Cath discussed the Team Yards vs Team Sorters weekend and if the committee were happy to compete in this event. The committee were open and happy for Cath to discuss this future event to be run alongside NSW Team Yards. The only concerns amongst the committee were the tallying of the points. It was suggested that points would only be counted for 2 Man Team Sorting when Southern NSW Team Sorting ran the event.
- Katrina presented a motion to the committee regarding the Signatory on the Southern NSW Team Sorting bank account. Currently, Donna Brown and Katrina Nixon are the only two names on the account. It was accepted by the committee for Cath, Emma, Shelly, Katrina, and Kim be appointed authorised signatories of the Association accounts. A copy of the motions is attached to the end of this document.
- As of the 6th of September 2024, Katrina provided the current balances on the accounts of the Southern NSW Team Sorting.
 - Society Cheque Account \$4,252.59
 - Incentive Saver Account: \$18,733.51
- Katrina spoke to the committee about training days for pony club riders if club committees would consider organising this event. Reg and Joan stated a training day at Braidwood would be occurring soon for the pony club riders.
- The committee was notified that the new committee members representing Crookwell is Shelly and Jason Andrews, Karen Leishman, Brett Roberts and Russell Chapman. This will be updated to the website.
- Marulan Team Sorting emailed through their dates for the upcoming season – 5th and 6th April 2025. This will be updated on the website.
- The equipment required for running each event includes, the timer, arena pads, mounting block, the PA – speakers, microphone, cords, speaker pole, first aid kit and defibrillator. Currently Joan and Reg have collected the timer to use at the pony club training day. The previous committee have the rest of the equipment. It was discussed the equipment will be collected at the next event or at another time if required.
- Cath asked the committee if merchandise should be organised again for the next season. This will be reconsidered when the new season commences, and if new members would like to buy merchandise.

2025 Calendar:

Taralga 22nd – 23rd February 2025

Braidwood 22nd-23rd March 2025

Marulan – 5th-6th April 2025.

Gunning 17th-18th May 2025

Crookwell – no dates advised.

Yass – no dates advised.

Lake George – no dates advised.

Grenfell – no dates advised.

Meeting Closed: 7:36pm

Signatory Motions

Motion 1 (Mandatory)

That

- a) Catherine Daniels, DOB (___/___/___) as President and;
- b) Shelly Andrews, DOB (___/___/___) as Vice-President and;
- c) Emma Derwent, DOB (___/___/___) as Secretary and;
- d) Katrina Jane Nixon, DOB (___/___/___) as Treasurer of the Southern NSW Team Sorting Association Inc., be appointed authorised signatories of the Association accounts, including the bank accounts:
 - 1) Society Cheque Account () held with St. George Bank;
 - 2) Incentive Saver Account () held with St. George Bank.

Motion 2 (Optional)

Additional Signatory Motion

That Kim Wadell, DOB (___/___/___) as Membership Officer of the Southern NSW Team Sorting Association Inc, be appointed an additional authorised signatory of the Association, including the bank account:

- 1) Society Cheque Account () held with St. George Bank.

Motion 3 (Mandatory)

That any combination of two of the authorised signatories named in Motion 1 and/or 2 above may authorize any transaction on accounts they are signatories of.