**Z O N E 2 0 Ordinary Meeting Minutes 17/6/12**

Time Open : 3.26 pm Welcome by Chairperson  **Steve Swires**

**Present:** Yasmin Lemon, Annette Cavanough, Steve Swires, Gill Swires, Tracey Dean, Jane Green, Tina Goldsmith, Morgann Farndon, Jodie Ferguson

**Apologies**: Grace Brodie, Joe Cavanough, Esme Keene, Alannah Ladbrook, Debbie and Mark Tully, A and J Gorry, J Filan, Kim Witt, Rebecca Green

**Correspondence:**

Outwards

Department of Fair Trading May 2012:

* Annual Return and Financial Statements for year ending 31 December 2009
* Annual Return and Financial Statements for year ending 31 December 2010
* Email letter explaining reason for not sending Annual Returns ( the reminders were sent to a former Secretary ) and request to send the pro formas to myself for the 3 years 2009,2010,2011

Inwards

* Letter from Department of Fair Trading re non receival of Annual Returns 09,10
* Thank you letter from Keene family for the Zone covering nomination fees at the State event in 2011.
* Roma show committee letter re Roma Show volunteer request.

**Minutes of Previous Ordinary Meeting:**

A Cavanough moved that minutes of the last Zone 20 meeting be accepted as circulated by email previously. Seconded J Ferguson

**Business Arissing from minutes: NIL**

**Treasurers Report: Nil**

* Payment needed to send to Fair Trading for the two outstanding Annual Returns. 2011 Annual Return cheque to be sent after the AGM too. (43.45 x 3 =$130.35)

**General Business**

1.Sorenson Shield-

* Where is the S Shield and has it been engraved with last years winners??
* Shield order is Injune, Dunkeld, Roma, Surat, Maranoa,Wallumbilla. Injune has advised that they cannot host the Sorenson Shield this year. Dunkeld has indicated ability to host it but is yet to make a date.
* Mr Sorenson is no longer alive

1. March Past Shield Assessment Sheet. All clubs to be reminded to use the sheet as a guideline for the March past so that judging is uniform across all clubs. Remember to print one per club attending if judges are expected to complete them.
2. Instructor School-injune has approx 5 for preschool instructor school, Bendemere has one for C and one for B pre schools, Surat secretary seemed unsure of things there, Mitchell have 1 for the pre school, Roma have 6 instructors due for their refreshers. Please send paperwork to PCAQ so that Mrs Brodie can judge numbers. Roma has offered to host either the preschool and/or the refresher school if Surat are no longer willing to host it. Injune grounds are out for the rest of this year. Zone 20 is eligible for the PCAQ $1000 for a Refresher or Pre School. Zone secretary to apply when dates of event are known.
3. Please advise both the Zone secretary and the Chief Instructors for the zone if members are intending to nominate for the state championships. Jane is going to contact Mrs Brodie as some of the Roma riders are having difficulty getting the two scores needed to be eligible to attend the Campdraft state event. This is due to fewer campdrafts being held this year due to wet weather . Annette advised that Darcy Cavanough has received one score but is also needing one more .
4. Invoices need to go out to all clubs to remind them to pay the Affiliation Fee and ambulance levy (as shields are held)
5. Minutes of AGM to be sent to S Swires for signatory authorisation at bank
6. Roma club may be hosting a Mounted Games practice day soon. Jane advised that she will advise other clubs In case they have anyone interested in trying out for the state team.
7. Zone 20 T-shirts – Jane has enough for the team .
8. Illegal equipment- There have been a few instances of members using illegal equipment and some has been in evidence at todays shield. Jane proposes that all instructors give all riders a warning that there will be a panel of instructors scrutinising the marchpast at all shields from now on. **They may be told they cannot ride if legal gear not used**. Some of the things to be scrutinized are:

+ reins that are longer than the bottom of the saddle flap

+loose chin straps

+badly fitting helmets

+western saddles (with horn)

+roller spurs

+stoppers on reins when rings are used

+safety stirrups if the surcingle is blocking the stirrup bar ie over saddle surcingle

+surcingles

Next Meeting : Corfe shield 12 August.

Meeting Closed: 4.15 pm