

**Minutes of Roma Pony Club Management Committee Meeting,
held at The Club Hotel, 27 May 2010**

Meeting opened: 7.10pm

Present: Jane Green, Sussan Evans, Linda Arnold, Jim Herbert, Gill Swires, Steve Swires

Apologies: Graham Hardwick, Renee Wilton, Raylie Bates, Carla Cosgrove, Hazel Krienke, Tracy Dean

Previous Minutes: Read as true and correct. Moved Gill Swires, Seconded Jane Green.

Business Arising from Minutes:

- Insurance – have received a letter from Elders confirming that we are not covered for flood. All agreed to hold over the decision of which insurance company to use in the future, to when the cottage has been renovated and all the flood damage has been repaired. Current policy expires in September.
- Zipper ties – have arrived. It was agreed that they be sold at \$20 each, like the 'old' ties. The safety aspect of changing to zipper ties to be promoted.
- 'In case of emergency sign' – it was agreed to drop this item as Lynda has not been available for some time, and we are unsure if there was any money available from the grant to do this. Gill to print off and laminate a basic sign.
- RPC website – up and running. Need as many hits as we can get so that the 'old' site drops off the Google search as Gill has been unable to access the 'old' site to put in a message to redirect people to the 'new' site.
- Jump wings and rails – letters have gone out to local welding companies asking for quotes.
- Member Protection & Risk Management Policy – should have been reviewed in March. However, as the restoration of the grounds is a priority it was decided to review at the next committee meeting.
- Venue for committee meetings – as the Maranoa Club is losing its manager, and is in danger of closing down, a new venue has to be found. Jim suggested The Royal, they were very apologetic that their room wasn't available for this meeting and they were very amenable. It was agreed to use The Royal, Jim to liaise and book.
- Business Plan – again, as the restoration of grounds is a priority, agreed to review committee meeting after next. Gill to draw up a draft BP so we have some idea.
- Change of financial year – the constitution was emailed out to committee members to peruse. It was agreed that the financial year needs to be changed to finish 30 September. That way, the AGM could be held end Nov/beginning Dec, membership fees etc would then be set, and people who wanted to compete early January could rejoin, therefore becoming members as of 1st January (the Pony Club year commences 1st January). It was also agreed that the number of committee members needed to form a quorum be reviewed.
- Instructor manuals and Rule Books – have arrived.

Inwards Correspondence:

- Blue Card positive notice for Sean Hanlen, Graham Hardwick, Sussan Evans, Leanne Hardwick, Jane Green, Sonya Harland,
- Hoofprints price list
- Virbac wormer promotion
- Australian Show Ribbons price list
- Equitainment brochure
- Hannaford programme
- Horse for sale

- Polocrosse come and try day
- Confirmation of acquittal of Club Development grant (2008/9)
- Flood relief fact sheet
- Invitation to sports psychology workshop
- Invitation to Event Management Workshop
- Letter from Phil Reeves – Minister for Sports – grant approval
- Qld gov letter re young volunteers
- Howard Hobbs congratulating us on our grant and offering assistance!
- Nature Vet loyalty programme info
- Letter from Elders to say RPC not covered by flood
- Invitation to Coaching General Principles workshop
- Letter from Mrs Corfe, and cheque for \$50
- Card from Jessica MacDonald thanking RPC for card and support
- Letter from Hostel thanking us for the book (ANZAC Day)

Outwards Correspondence:

- PCAQ returns February
- Coaching manual and rule books order form
- Acquittal Form to Sport & Rec
- Letter to Santos re drinks bottles and carriers
- PCAQ returns March
- Sympathy card to Jessica MacDonald
- Letter to 6 welding companies re jump wings

Gill Swires moved that Inwards and Outwards correspondence be endorsed. Seconded Karen Brumby.

Treasurer's report: Cheque Account total in hand: \$29,749; however, with uncleared cheques, \$29,782 V2 account \$7,787

Linda Arnold moved that the Treasurer's report be accepted, seconded by Jim Herbert.

All thanked Jane for applying for the \$25,000 flood relief grant.

Chief Instructor's report: Congratulations to Rosie and Rhiannon at Maryborough; the riders at Glen Inness; and the Wallumbilla and Roma Shows. Congratulations also go to Peter Green who has made the Queensland Senior Mounted Games team. Rally days will commence, using the open area at the road end of the grounds, therefore the emphasis will be on games ie preparing for the shields.

General Business:

- Grant applications – we have applied for the following: Sport & Rec, \$5,000 for Instructors; Sport & Rec \$2,852 for s/steel kitchen fittings; Maranoa Regional Council \$2,800 for renovation of cottage interior; Woolworths Community Grant \$2,380 for games equipment. Also, QLD government 'Do the Bright Thing' grant for installing solar power and water heating opens 1st June ; and Jupiters Gaming Fund, closing date 31st August. Gill suggested that we apply to Jupiters for money for a new ablutions block. It is possible to buy a factory built building all set up, but after discussion it was thought that a besser brick building would be better in case of another flood. Agreed that we need to get quotes from builders. Karen suggested that buying a small gurney would be a good idea. All agreed that it would be useful.

- Rally Days – 6 June, prepare for Injune; 12 & 13 June, Injune; 20 June rally day; 27 June Dunkeld; 18 July rally day; 1st August rally day; 21 & 22 August instructors refreshers at Roma; 29 August Corfe Shield. Also, Zone 20 will be running a camp in November, probably at Wallumbilla.

It was decided that the winter start time for rallies will be 8.30am. Sussan asked that members be reminded to be on time, ie the rally actually starts at 8.30, not that that is the time to arrive. All agreed that it is hard for the instructors if riders arrive, and join in, at different times; and it is also very rude. It was also agreed that riders should be on mounts suited to their ability, for their safety and for the safety of the other riders around them.

- Instructor refresher and exams – refresher to be held in Roma, Jane to ask Grace if it would be possible for the exams to also be held in Roma as we will have a lot of people (hopefully) sitting the exam. There was a short discussion on the mentoring and training of the trainee instructors. It was agreed that Jane would let them know what jobs they would be doing ie setting up and running a particular game at the next rally day. It was also agreed that a workshop could be held, probably in the school holidays, to cover some of the theory work; and that volunteers could be asked to participate in the practical exercises.
- Restoration of grounds – Gill suggested that a ‘time capsule’ be part of the renovations, and asked people to think about what could go in it, if they had any old RPC badges etc that could go in. The \$25,000 grant comprises \$20,000 to repair the grounds and \$5,000 for whitegoods, stationery, jumpblocks, rails etc. Jason Callaghan will be undertaking the ground work – repair the road, grade and top dress the flat area near the round yard, the jump arena and the two ménage. He intends to start in two weeks. Jane will give Karen details of what was put in the grant for whitegoods eg 1 microwave, 1 kettle etc. Karen will then ask the retailers what price they could do the whole package for. This way we hope to get a larger discount by purchasing all at once. In the meantime, members are asked to provide their own cold drinks and Karen is to purchase some emergency ice packs (the sort that don’t need to be frozen) in case of any accidents during rallies. Karen also volunteered to speak to the Coke rep about the possibility of getting a glass fronted fridge.

Any other Business:

- Karen asked Gill to check that Tracy is on the Committee email list as she hasn’t been getting any emails.
- Jim asked Gill to email him the photos of Rosie from Wallumbilla Show.
- The fence between RPC and the Carroll’s – Jim suggested that he ask Mike Carroll to put the strainer post back in, on the 6 June we will get the fence upright and strained. Jane volunteered Jimmy to bring his strainers and help
- Gill asked if there was a tree lopper in town anymore, as we need to remove the branches and limbs of the damaged trees.
- It was agreed that a general meeting ie any member can attend, be held at the rally on the 18 July to discuss and vote re changes to the constitution. It was also suggested, and agreed, that the number of committee members needed to form a quorum be reduced, and this to be voted on too.

Date of next committee meeting: Thursday 17 June 2010, 7pm, The Royal

There being no further business the meeting closed at 9.00pm