**ROMA PONY CLUB**

MINUTES OF GENERAL MEETING

Held at the Roma Pony Club grounds on the 7th December 2017

**Meeting Opened**: 7.03pm

**Present**: Andrew Anderson, Sarah Holt, Tom Redmond, Rebbeca Green, Jane Green, Scott Jackson, Graham Angus, Morgan Farndon

**Apologies**: Gaylene and Fred Stanford, Kate Robinsen, Sussan Evans, Claire Angus, LIv Warner, Angus and Antonette Anderson, Peter Green, Taylah Matthews, Michelle Jackson

**Previous Minutes:** Andrew moved that the minutes were a true and correct record. Seconded Scott

**Business Arising from Previous Minutes:**

* Treasurer Position – discussion held on Treasurer position and Tom advised he will take on Treasurer instead of Vice President. Committee all in favour of this
* Instructors Exam – held on the 25th – 26th Nov. Committee to ensure canteen is stocked with drinks for weekend – complete
* Current Agistment – All horses have been removed. Tom to ensure all were paid up to end dates
* States –Things still to be finalised by Rebbeca include:
	+ Grants for Drought areas – $6920 to be rebated to zones
	+ Bonds – Discussed the state of some stables but decided to return bonds but send note and photos to those considered less than acceptable
	+ Refunds - $3190 in refunds to go back to zones
* Claire to get pricing from Jump for Joy for purchase of 12 wing sets; 6 backstands and extra cups and plastic water jump – Carry over to next meeting
* Jump Club –Antonette to speak to Clancey and establish dates to populate our RPC calendar for 2018. The first one to commence in January – Carry over to next meeting
* Play Equipment – Discussion on building our own play set, get swings and things from Bunnings – January meeting
* Fencing around clubhouse – for discussion in January
* Toys for clubhouse – Any families who have spare toys that they are willing to donate to the clubhouse please bring with you in 2018. Ride on bikes, blocks etc would be much appreciated – Sarah to send email in January 2018
* Lights for grounds – Scott Tilbury and Sam Tardent to provide quotes prior to next meeting in December. Quote provided from Tilbury Electrical for $2500, with some in-kind labour also provided. Utilising Russel Thomas Excavator for cost of diesel. Very reasonable pricing and in-kind support. Moved by Sarah to accept Tilbury Electrical quote, second by Tom. Graham to arrange time with Tilbury Electrical
* Showjumping/ Jumping Equitation Competition 10/11 February. Discussed using RPC judges , 1 judge per ring. Sarah to send Rebbeca electronic program for changes - done. Sarah to liaise with Rebbeca on trophy order and ribbons required as there is some left over from previous
* 2018 planning
	+ Look to change meeting times for 2018 to lunch time at rally days monthly as a trial to encourage more participation in meetings – advise members in January 2018
	+ Draft Calendar of events agreed on – Sarah to type up and circulate
	+ Keys to be handed over to new committee - complete
	+ Signatories to be changed on bank accounts – Tom to be added
	+ Look to go to electronic banking for accounts – discussed and all agreed this would be simpler for committee. Tom to be added to paperwork
	+ Decision to be made on whether we want to have all memberships electronic for 2018 – PCAQ advised electronic is only option for 2018
	+ All account statements to be sent new email contact details for RPC email address to consolidate prior to new treasurer commencing - ongoing
	+ Discussed having a sign on day with no horses prior to first rally for 2018 – included in proposed calendar of events
	+ Website to be updated for 2018 – complete

**Inwards Correspondence:**

* My Local Sport Invoice – not renewing
* Roseanne Burns advised horses moved 17/11
* PCAQ advised process to set up 2018 office bearers and memberships
* PCAQ advised date change to 10/11 February 2018 for Jumping and Equitation was ok
* Rural Insurance re endorsement for portable building invoice to be paid and requested end date for building
* Invoice Ladbrooks Butchery
* Invoice Western Wholesalers
* Lease documents Claire Angus
* PCA Newsletter November

**Outwards Correspondence:**

* Incorporated Associations Annual Return to Office Fair Trading
* 2018 Club Office Bearers Return to PCAQ
* Proficiency Certificates Register update to PCAQ
* Child Safety Bluecard appn S Holt sent
* Email to PCAQ re change date for Showjumping and Equitation
* Phone call to Rural Insurance re endorsement end 5 October
* Payment Ladbrooks Butchery
* Payment Western Wholesalers
* Payment of Insurance broker fee $11 that was outstanding

Sarah moved that Inwards and Outwards correspondence be endorsed. Second Rebbeca

**Treasurer’s Report:**

No formal report presented, discussed recent payments, cheques outstanding, current bank balance. Tom to take over treasurer position. After all states refunds returned, lights installed and memberships paid in January, committee to discuss current banking situation and possible scenarios for investing money.

**Chief Instructor Report**:

Nothing to report

**General Business**

* Zone 20 coursebuilding clinic to be held 6/7 January 2018. Scott checking with instructor on availability
* Andrew has had a new battery put in tractor and needs to be reimbursed for it $150
* Travel claim Gay Dempsey for States to be sent to PCAQ for payment
* Shade for grounds – look to revisit community grant at January meeting

**Next meeting:** To be advised (mid January)

There being no further business the meeting closed at 8.32pm