



SUMMARY OF BUSINESS CONDUCTED
Board of Directors meeting held on 24 June 2010
At the SEC, 303 Cathedral Ave, Brigadoon WA

PROCEDURAL MATTERS

Inaugural Board Meeting; final meeting for the Chairs of Sports Committees.

Opened: 6.36pm

Present: Chair - Theresa Marshall, Vice-Chair - Mark Warren, SEC Director - Mike Caplehorn, Finance Director – Christine Starr, Hayley Lethlean, Alistair MacKinlay, CEO – Hamish Johnston.

In attendance: Vanessa Fuchsbichler – Minute Taker, DWA Chair - Don Smailes, JWA Chair - Kevin Gianatti

Apologies: EvWA Chair - PollyAnn Huntington (PAH)

REPORTS/MINUTES

CEO Report	<p>As tabled.</p> <p><u>EA National:</u> CEO proud to be present for Geoff McGuire receiving EA Order of Merit & Services to Sport.</p> <p><u>EWA:</u> The 2009-2013 Strategic Plan has been uploaded to the EWA website. 'Collections' Year Book – dissemination poses huge cost in postage.</p> <p><u>DSR:</u> A request to DSR has been made to complete a feasibility study for SEC- as a viable entity.</p> <p><u>City of Swan:</u> Working closely with CoS to formulate a license agreement template document. City of Swan agree all groups should be contributing a fair and equitable amount to their tenancy.</p> <p><u>Harassment-Free Sport</u> Staff are currently dealing with a great deal of rude members and the harassment is unwarranted due to recent decisions by the Board.</p> <p>CEO advised to write to each inappropriate person with an email stating the person will be kept on file for inappropriate behaviour. <u>Resolved</u></p>
Dressage WA	<p>The Chair advised that currently the DWA Committee meets on alternate dates elsewhere other than at SEC. Executive Assistant to the CEO will investigate neutral venue south of river and provide options for the DWA Committee. <u>Resolved</u></p>

Eventing WA	Tabled minutes from EvWA 18.05.10
Interschool WA	Request that Interschool WA have the ability to conduct Interschool WA qualifiers at regional Pony Clubs. It was agreed that clubs wishing to host a qualifier must be an EWA Affiliate. Children competing must be EWA junior members. <u>Resolved</u>
Jumping WA	Tabled minutes from JWA Committee 08.06.10
NCAS	Tabled minutes from NCAS Advisory Panel 02.06.10
Show Horse WA	Tabled report from Showhorse WA Administrator (J Bastion)
Working Party	Tabled minutes from EWA/PCAWA working party 01.06.10
<u>GENERAL BUSINESS</u>	
Standing Orders	As tabled. Policy presented ensures consistency for the board, committees and members. Maintaining transparency is imperative for equitable discussion and decisions. <u>Motion</u> Amend clause 12.1, of the EWA standing orders, to reflect a ‘neutral venue’. <u>Carried</u>
Biosecurity Guidelines	As tabled. <u>Motion</u> That the Biosecurity Guidelines as presented be adopted. <u>Carried</u>
Show Horse Judges	As tabled. A number of actions are required for Show Horse WA to comply with EA national rules. It was agreed that due to a potentially major rule reform within WA, and the possibility of PR damage that judges do need to have input. <u>Motion</u> That the decision will be made by a working party regarding HOTY to move motion. Working party will include Administrator, Chair, two Show Horse Judges and the CEO (as observer) <u>Carried</u>
Appointed Administrator Position Description	As tabled. The nature of sporting associations and their committees can prove to be tenuous whereby a committee may in fact dissolve. To guarantee members’ interests are assured at all time the EWA Board has the right to appoint an Administrator. Key responsibilities of the Administrator include 1. Manage the sport for a given period; 2. Liaising with the Board on discipline activities, liaising with members; 3. Activities do not include setting new strategic objectives for the discipline; 4. Board approval must be sought for implications that arise at a National level; 5. Executive Assistant to the CEO must be Cc’d in on all official correspondence. <u>Motion</u> That the Board adopt the Terms of Reference for a Discipline Administrator as tabled. <u>Carried</u>

Strategic Plan	As tabled. <i>Motion</i> That the 2009-2013 Strategic Plan be adopted and published. <i>Carried</i>
Friends of the SEC	As tabled. With the intention to run an increased number of events and have more groups at the SEC, the formation of a committee with intrinsic event knowledge, and event management skills to make each event viable, should be formed. In this way costs are in-house, profits come back to the SEC. Proposed for events for the remainder of the year and more in 2011. For Centre Manager to cover events and SEC management is unfortunately recognised too greater workload and well above staff expectations. <i>Motion</i> That the Board establish a “Friends of SEC” committee to run events and trial as set out in the proposal. <i>Carried</i>
<u>FINANCE REPORTS</u>	
Membership Totals	2009-2010 membership totals are at record number, beating last year’s record. Total for year ending = 2544 direct EWA members.
Standard Balance Sheet	As tabled. Some discussion debtors and creditors. Finance Director to work with CEO on new staff guidelines for conducting EWA business. <i>Resolved</i>
EWA key financial data	As tabled.
SEC key financial data	Some key problems encountered this year include the lack of any big event on the calendar and a dramatic increase in land rates because of new rezoning classification.
<u>CLOSURE</u>	Meeting closed – 10.10 pm