

**SUMMARY**  
**Minutes of Equestrian Queensland Board meeting held**  
**19 February, 2019 (6.30pm – 9.35pm)**  
**At Sports House, Castlemaine Street, MILTON**

Agenda Item	Decision/Outcome/Discussion
<b>1.0 In Camera Session</b>	The meeting was opened at 7.25pm after an in-camera session.
<b>2.0 Meeting open</b>	Directors in Attendance : D Finch, C Collier, S Austin, J Huppert, N O'Farrell Guests : C Gregory, Briston Toft (BT) and S Duffy, Apologies: K Bickford
<b>3.0 Conflict of Interest</b>	No new or additional conflicts noted.
<b>4.0 Minutes of Previous Meeting</b>	<b>MOTION 1 (EQ190201)</b>  "That the minutes and summary of the Board Meetings held on 21 January, 2019. MOVED: D Finch SEC C Collier CARRIED
<b>5.0 Business Arising from the Minutes of Previous Meeting – Previous Action Items</b>	Register of Complaints/Strict Liability Offences to be included in monthly Board pack.
<b>6.0 Sub/Sport Committee Reports/Minutes</b>	<b>MOTION 2 (EQ190202)</b> "That the minutes of sport committees received be accepted". MOVED: N O'Farrell SEC J Huppert CARRIED
<b>7.0 Matters arising from the Sub/Sport Committee Minutes</b>	CDQ concern about privacy issue on correspondence sent to EA. SHQ issue around official being accused of inaccurate information on height certificate. Noted that M Bigg had resigned from Show Horse Judges Co-ordinator. IQ holding Nationals in 2020.
<b>8.0 Strategic Objectives &amp; Executive Reports</b>	
<b>8.1 CEO presentation</b>	Briston Toft, the recently appointed CEO of EQ presented an overview of his intended focus from 25 of March 2019 when he takes up full time employment with EQ.
<b>8.2 Sport Committee Funding allocation</b>	Sport Development Funding applied for has exceeded budget allocation for Dressage. Applications received are only for the first 6 months of the year.
<b>8.3 Change to constitution</b>	A change to the constitution was proposed to ensure that the diminishing base of volunteers could be utilised in more than one official capacity at EQ and its Associated members:  <b>Clause 46.3 (b) of the constitution states that:</b> <i>"A person, when elected or appointed to a Sport Committee shall immediately resign from any other position they hold on an Equestrian Sport Committee or a Committee of Management of an affiliated organisation associated with Equestrian Queensland or any official position with another organisation which provides an actual or perceived conflict of interest"</i>
	<b>It is proposed that Clause 46.3 (b) be amended to state that:</b> <i>"A person, when elected or appointed to a Sport Committee shall immediately resign from any official position within another organisation, which provides an actual or perceived conflict of interest.</i>  <i>Membership of a Management Committee of an Affiliated Member shall not be considered a conflict of interest."</i>

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	<p><b>Rationale</b></p> <p>The reason for the change is that Equestrian Queensland relies heavily on volunteers to provide their services to the member base by joining the various Sport Committees. Excluding a person from being a member of a Sport Committee by virtue of the fact that they may also be on the management committee of an equestrian club limits the pool of volunteers who can assist with the operational load required to deliver equestrian sport to our members.</p> <p>The board considers clause 46.3 a) will provides the necessary mechanism to deal with conflicts that may arise.</p>
<b>8.4 Board &amp; SC Forum Agenda</b>	<p>Ensure that SCs understand that Sport Committee vacancies need to be ratified by the Board.</p> <p>Add Coaching Advisory Group to the SC forum.</p>
<b>8.5 Office relocation</b>	Brief overview of project provided. Move to occur mid-May.
<b>8.6 Executive Report &amp; Monthly Financials</b>	<p><b>MOTION 3 (EQ190203)</b></p> <p>“That the January management &amp; financial reports including commentary be accepted”.</p> <p>MOVED: C Collier SEC J Huppert CARRIED</p>
<b>8.7 Risk Register Standing Item-</b>	<p>Deferred to Board meeting on 16 April when new board members are in situ.</p> <p>Consider adding a risk tolerance level to assessed risks.</p>
<b>9.0 Other Items for Ratification &amp; Noting</b>	
<b>9.1 Membership &amp; Horse Registrations</b>	<p><b>MOTION 4 (EQ190204)</b></p> <p>“Horse registrations and memberships be accepted for January, 2019”.</p> <p>MOVED: N O’Farrell SEC: C Collier CARRIED</p>
<b>9.2 Correspondence for noting</b>	<ul style="list-style-type: none"> <li>• Complaint received at Toowoomba Jump Australia Day Championships – tribunal has been convened.</li> <li>• Social media post involving carriage driving incident – address and resolved.</li> <li>• Member (name withheld) permitted to recommence competing with progress to be monitored</li> </ul>
<b>9.3 Yellow Cards &amp; Official Warnings</b>	No report received from EA. Noted that yellow card system is currently under review.
<b>9.4 Member &amp; Other Complaints</b>	<p>SD outlined the process as it related to Strict Liability Offences. Two were issued on 19 February. Board advised in the matter of a competitor not understanding that below the line classes required a lower category of membership, the fine would be waived, with the offences to remain on profile.</p> <p>DF declared his conflict with the competitor.</p>
<b>9.5 Flying Minute</b>	Decisions made during the course of the month need to be followed up with flying minutes to be including in next board pack.

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<b>10.0 Other Business &amp; Next Meeting</b>	
<b>Agenda Item</b>	<b>Decision/Outcome/Discussion</b>
<b>10.1</b>	Eventing Safety Levy: The board noted that according to the 2018 financial statements that a levy of \$ 50,789 was raised from members and \$20,715 was expensed on safety related purchases, leaving \$30,074 unspent. The Board further noted that the net surplus reported by the Eventing Committee prior to audit was \$25,123 due to \$4,942 being applied to expenses other than safety related items by the previous Eventing Committee.
<b>10.2 Board Calendar</b>	2019 Board calendar tabled.
	The meeting closed at 9.35pm. <b>The next scheduled Board meeting is to be held on Wednesday 20 March 2019 at Sports House Milton after the EQ AGM.</b>