



Board Meeting Summary

December 2022

The Board met on 14 December 2022 in the ESA Boardroom. All board members in attendance. Previous minutes from the 16 November 2022 meeting were discussed. Minor alterations were to be made to the minutes to then be approved at the next opportunity. Outstanding actions reviewed.

EA

- Discussion on EA Strategy and Structure process. Awaiting further information from EA.
- Discussion regarding National Horse Traceability Working Group report.
- New National integrity policies, that apply to States no longer require state based MPIO's as there are now alternate avenues for members to raise concerns. Thank you letters to be sent to ESA's current MPIO's.

ESA

- Wendy Schaeffer-Macdonald welcomed back to the Board.
- Board members requested to declare any new conflicts of interest, as a monthly process, set on agenda as a check gate.
- Governance Training – First training session held. Good feedback from participants. Second session being held next week.
- Update provided on grant application for the project titled "Supporting Future Champions".
- Governance Review Implementation Plan – two outstanding matters to be finalised during 2023. Operational plan to be progressed through FARMC.
- Executive Officer monthly report reviewed and discussed including updates on:
 - New Action List review format proposed.
 - Office hours over Christmas
 - Membership fee discount from January 2023
 - Development of National policy on membership refunds
 - Discussion regarding Jumping digital passports and licences
 - Membership Numbers & financials
 - Other general issues.
- Correspondence in/out:
 - Integrity & other complaint matters
 - Governance review update provided to ORSR
 - Member's feedback on AGM
 - Other general correspondenceAll correspondence reviewed and discussed.
- Update on Integrity matters was provided.
- Progression of ESA Operational plan.
- Awards night – ongoing discussion regarding the awards night and the VIP invite list.

DCs

- Combined DC meeting held on 7 December 2022. Discussion held on:
 - Issues common amongst a number of DCs.
 - Dressage Judge's committee rules almost complete.
 - DC updates and discussions resulting from those updates.
 - Show Horse won the State Perpetual Trophy at Nationals – well done.
 - COI register updates.
 - New DC executive positions.
 - Grant update.
 - Membership fee reduction from January 2023 to end of membership year.
 - Awards.
 - Contracts and requirements for approval before entering into contracts.
 - Racing SA and Thorough Care SA
 - Facebook and comments
 - Awards night
 - 2023 Event Calendar
 - Child Safeguarding update
 - Next meeting to be held 22 February 2023
- Dressage – Minutes from 1 December 2022 meeting noted.
- Dressage Judges – Minutes from 1 December 2022 meeting noted.
- Jumping – Minutes from 16 November 2022 meeting noted.
- Eventing – Minutes from 13 December 2022 meeting noted.
- Show Horse – Minutes from 13 December 2022 meeting noted.
- Carriage Driving – Request received and JP to arrange meeting with Board
- Interschool, - JP to arrange meeting with Board.

Finance Audit Risk Management Committee (FARMC)

- November 2022 Combined and DC P&L, BS – discussed and accepted.
- November 2022 Bank reconciliations, balances confirmed – discussed and accepted.
- Payments to Board members/related entities discussed and approved.
- Update on Hybrid securities performance provided with follow up discussion
- Review and discussion regarding draft Risk Register – with DC's for review.
- Update on the Child Safety Officer and requirement for DCs to have child safety officers.

New Business

- Discussion on Board/DC BBQ – BBQ was enjoyed by all. Feedback was that BBQ was well received and people liked meeting in a social setting to meet and talk to other committee/Board members.
- Updates on progression of preparations for Awards Night in January 2023
- Jim Dunn's family has donated some memorabilia for ESA to use.
- Circular resolutions passed since last Board meeting included:
 - Approval of legal fees for complaint matter
 - Approval of fee for valuation of ESA office
- Meeting Planner (Board, DC & FARMC) for 2023

The next Board meeting will be held on 18 January 2023 in the ESA Boardroom and via WebEx.