



# Board Meeting Summary

## March 2023

The Board met on 15 March 2023 in the ESA Boardroom. All board members were in attendance. The previous minutes from the 15 February 2023 meeting were discussed and approved. Outstanding actions reviewed.

### ESA/EA

- Board members were requested to declare any new conflicts of interest. No new declarations made.
- Meeting to be arranged for EO and Board members to meet with our Federal Minister
- EO continues to investigate improved communication tools particularly for online meetings.
- ESA Operational Plan was approved.
- ESA Risk Register was reviewed and discussed.
- Governance Review Implementation Plan is now complete. ORSR to be advised of the completion and a thank you for their assistance.
- Debrief on EA Directors and CEO visit on 22 February regarding the EA Strategy & Structure review.
- EO update on Building Aboriginal Cultural Competency for Organisations
- EO update on NHSM Pilot Program
- Update provided on meeting with ORSR on 9 March 2023
- Discussion regarding corporate sponsorship of ESA
- Executive Officer monthly report reviewed and discussed including updates on:
  - Staffing requirements
  - Membership fees, membership numbers & financials
  - Communications with membership
  - Other general issues.
- Correspondence in/out:
  - Correspondence regarding SESA Role & PD for EA Eventing
  - ORSR Physical Activity Framework
  - ORSR re Governance Review
  - Other general correspondenceAll correspondence reviewed and discussed.
- Discussion regarding disciplinary matters. An update on each of the disciplinary matters was provided to the Board.

### DCs

- DC meeting was held on 22 February 2023 following on from the meeting with the EA Board and EO.
- Dressage – Minutes from 20 February 2023 meeting noted.
- Eventing – Minutes from 14 February 2023 meeting noted.
- Show Horse – Minutes from 28 February 2023 meeting noted.

**Finance Audit Risk Management Committee (FARMC)**

- February 2023 Combined and DC P&L, BS – discussed and accepted.
- February 2023 Bank reconciliations, balances confirmed – discussed and accepted.
- Payments to Board members/related entities discussed and approved.
- Update on Hybrid securities performance provided.
- Board considering short term investment of surplus funds into term deposits.
- Review of members YTD in comparison with 2022 and uptake of membership given discounted fees.
- FY24 Budget process is underway.
- Discussion and resolution regarding staffing and remuneration arrangements.
- Discussion and approval of legal fees for disciplinary matters.
- Discussion regarding Risk Register – awaiting DC's feedback.

**New Business**

- Discussion regarding membership survey.
- Discussion regarding 2 vacant positions on the ESA Board and the need to fill these positions with defined skilled sets. Required skill sets to be discussed and agreed.
- Jen Benson was acknowledged for her acceptance into the Women Leaders in Sport Workshop.

The next Board meeting will be held on 15 March 2023 in the ESA Board room and via WebEx.