



Board Meeting Summary

20 August 2025

Key Decisions and Actions

Governance and Administration

- Board reviewed and updated the decisions and actions registers.
- Dressage funding arrangements finalised and progressing satisfactorily.
- Outstanding items identified, including the Director Code of Conduct signatures and ESA social media strategy discussions.
- Awards night planning acknowledged as behind schedule and requiring urgent attention.
- Board commended the Dressage and Eventing Committees for successful awards presentations.

Meeting Minutes Approval

- July 9, 2025, minutes approved with amendments following extensive discussion regarding conflict of interest declarations and legal advice procedures.
- August 13, 2025, minutes approved as amended with corrections.
- Board agreed to handle meeting summaries through circular resolution going forward to improve efficiency.
- Member publication summaries noted as outstanding for several months, with commitment to expedite completion.

Delegations Policy

- Board approved the updated Delegation of Authority policy to address business efficiency challenges.
- Key changes include formal delegation to the Vice Chair for email management and operational matters during the absence of the Executive Officer.
- Policy addresses over 500 unattended emails in the manager's account and the need for timely member responses.
- Concerns raised about the concentration of authority and the need for Board oversight of delegated decisions.
- Policy passed by majority with one member voting against and Vice Chair abstaining on matters affecting his role.

Measuring Appeal

- Board reaffirmed the previous decision.
- Board agreed to forward constructive suggestions for rule improvements to the National Committee.
- Recommendations include making appeal fees refundable for successful appeals and clearer timeframe wording.

Committee Appointments

- Dressage Committee: Approved appointments of Lorraine Wohling and Natasha Cockburn, subject to satisfactory integrity checks.
- Show Horse Committee: Approved appointment of Nicole Coombe, subject to satisfactory integrity checks.
- Show Jumping Committee: Approved appointment of Kristy Bruhn as riders' representative, subject to satisfactory integrity checks.
- All appointments are pending completion of integrity verification processes.

EA Annual Report Contribution

- Board agreed to contribute to Equestrian Australia's annual report with a 1000-word submission.
- Content to include sporting highlights, member experience initiatives, and ESA's MOU commitments.
- Opportunity identified to communicate ESA's position on restructure discussions and organisational activities.
- Chair and Contractor to prepare content for Board approval.

Risk Management and Strategic Issues

- Dressage Committee Terms of Reference noted, highlighting the critical shortage of officials across all disciplines.
- Dressage officials reduced from over 60 to fewer than 30 judges, with aging demographic concerns.
- Board recognised official shortage as high-level organisational risk requiring ongoing attention within a 3–6-year timeframe.
- Issue to be elevated in discussions with national discipline committees.

System and Technology Updates

- EA JustGo system administrative access granted to office staff.
- Different access levels discussed to ensure appropriate permissions for various users.
- Ongoing challenges with system data accuracy for government reporting requirements.
- Board agreed to proceed with available data while documenting system limitations.

Financial Matters

- Investigation into higher interest deposit options for organisational reserves.
- Options explored include Bank West products offering bonus interest for accounts without monthly withdrawals.
- Board considering approaching ANZ for competitive rates before changing banking relationships.
- Further investigation to be conducted with recommendations returning to the Board.

Membership and Governance Updates

- EA membership bylaw discussions progressing between EA and States.
- Board confirmed Directors should feel comfortable contacting office staff for information needed to fulfil Board duties.
- Response to letter regarding Director attending State Chairs' meeting noted as unresolved, with the Board member declining to provide a response.