



Board Meeting Summary

26 March 2025

Key Decisions and Actions

Dressage Committee Funding

- Discussion was held with Committee representatives regarding the funding request of \$5,675 for the masterclass event.
- A Board member sought clarification on the request's purpose and whether the funds were intended for masterclass or other event components, questioning whether the masterclass was a free event for ESA members.
- Representatives confirmed the event aims to be free for ESA members, with a fee for non-members to encourage membership.
- Masterclass designed to promote skill development and engagement among current and potential members.
- Detailed budget information was requested, with the committee providing a breakdown showing a large portion allocated to the instructor's airfare and daily fees (approximately \$4,000).
- The Committee acknowledged a projected budget shortfall of approximately \$1,200, even after requesting additional funding.
- The Board discussed the importance of fair and transparent funds distribution to support various equestrian activities.
- Motion passed to approve \$5,675 funding after receiving the information presented.
- The Committee tasked with providing the final budget and comprehensive financial summary after the event will conduct a review of the funding allocation process across all disciplines.

Vice-Chair Appointment

- Discussion was held regarding the appointment following the departure of a Board member, clarifying that the ESA Constitution or Board Charter does not explicitly require the Vice-Chair position.
- The candidate was proposed by the Chair, with a Board member commending the candidate's performance in the previous meeting, where they effectively stepped in during the Chair's absence.
- Candidate willing to accept the position with no other nominations received.
- Motion held and vote conducted confirming appointment unanimously.

Director Vacancy

- Consideration was given to the vacancy left by the departed member, including the Vice-Chair role.
- Focus on finding a suitable candidate who can make effective contributions to the Board's functions.
- Board members emphasised the value of opening the process to all members, potentially uncovering candidates who might not have previously considered serving on the Board and agreed to issue a public call for expressions of interest to fill the Director position.
- The Board emphasised transparency and inclusivity in the recruitment process, allowing interested equestrian community members to apply.

- Discussion about whether to prioritise certain skill sets, with some suggesting a focus on legal skills due to ongoing governance challenges.
- The Board decided to compile a list of current Board skills to identify gaps.
- Members are encouraged to submit suggestions for skill requirements and other criteria.
- A discussion was held about the timeline for the recruitment process, with agreement to communicate the expression of interest through the ESA website and social media channels for a broad audience reach.

AGM Voting Update

- The Board discussed the AGM voting update, focusing on ensuring accuracy and compliance with constitutional requirements.
- Representative provided a detailed update on AGM voting review.
- The Board emphasised the importance of transparency and accuracy in communicating results to avoid misunderstandings.
- Agreed Directors would review the communications plan and provide feedback.
- Board members raised concerns and supported re-examination.
- The Board agreed to finalise the recount and ensure all necessary documents are prepared for submission to Consumer and Business Services.
- A Board member requested that all members be provided with copies of communications sent to CBS, emphasising the importance of keeping all members informed about compliance-related matters.

AGM Minutes Approval

- The Board discussed AGM minutes with a representative requesting approval due to the need to submit the Constitution to CBS.
- The Board discussed the need to approve minutes.
- The Resolved Board would provisionally approve the AGM minutes, subject to final confirmation.
- The Board is committed to ensuring that accurate records are maintained and communicated to both CBS and the membership.
- The motion passed with two Directors voting against.

Discipline Committee Minutes

- The Board reviewed the process for receiving and approving minutes from Discipline Committees.
- The Constitution requires committees to submit meeting minutes to the board within 14 days, ensuring transparency and enabling the Board to monitor committee activities effectively.
- Consensus to focus on receiving finalised minutes for clarity and compliance purposes.
- The Board emphasised the importance of maintaining oversight of committee activities to ensure alignment with ESA goals and policies.
- The Board member volunteered to coordinate reminders and ensure that committees submit approved minutes in a timely manner.
- Suggested that Committee chairs and secretaries be reminded to add meeting dates to the ESA calendar for better oversight. With the Executive Officer role currently vacant, there is a discussion on managing the submission process efficiently.
- Board members agreed to collaborate, ensuring the manager's email is used effectively, with communication drafted and sent to all committee chairs and secretaries, outlining the process for submitting approved minutes.

ESA Measuring Bay

- The Board discussed the proposal to fund the construction of new measuring bays at Mount Pleasant to facilitate horse measurement, with the Chair advising that they would not vote due to a conflict of interest.

- A Board member proposed construction at Mount Crawford and Southern Vales to support multiple equestrian discipline needs.
- The proposal includes building costs estimated at around \$3,500 each, with the existing Mount Pleasant bay in disrepair.
- The Board decided against investing in the Mount Pleasant location as the land is privately owned.
- Mount Crawford is identified as the preferred location due to existing equestrian infrastructure and accessibility for northern members.
- Southern Vales are considered a strategic location.
- The Board emphasised the need for cost-sharing or profit-sharing arrangements with clubs, suggesting clubs run measuring days independently and share the income generated with ESA to offset construction costs.
- The Board agreed to move forward with discussions regarding Mount Crawford to gauge interest and negotiate terms before making a formal decision.
- Parallel effort to recruit and train more measurers to ensure effective use of new facilities.

Show Horse Committee Review

- The Board discussed the committee's performance, focusing on governance issues, committee composition, and steps to enhance effectiveness.
- The committee currently consists of only three members, with concerns expressed about limited membership.
- A Board member advised that they attended the AGM with a new Chair appointed, a continuing Vice-Chair, and a secretary/treasurer.
- The Board emphasised the importance of expanding the committee to include a range of voices and skills, highlighting the need for the committee to seek new members and ensure transparent governance.
- A Board member volunteered to engage with the committee and potential new members.
- Agreed, any co-opting of new committee members would be subject to Board approval to ensure alignment with ESA governance standards.
- The Board discussed its role in supporting the committee, with members tasked with overseeing the transition and providing guidance.

Awards Night Review

- The Board discussed a review of the recent Awards Night, focusing on attendance, format, and overall effectiveness.
- Awards Night deemed successful with good attendance and positive feedback.
- Several attendees expressed a desire for a less formal and more interactive event format.
- Suggestions included hosting at a venue with a more relaxed atmosphere, such as a winery or an outdoor setting, to encourage socialising and networking.
- Ideas proposed for incorporating entertainment, such as live music, to create a festive atmosphere.
- The Board acknowledged the need for earlier planning to secure diverse venue options and allow adequate preparation time.
- The Chair volunteered a Board member to lead the review process, with the member agreeing.
- The Board emphasised the importance of coordinating with staff and volunteers.
- The member will draft a member survey to collect detailed feedback on preferences for format and venue, with the Board exploring potential venues and entertainment options.
- Motion passed that the Board member conduct a review and report back to the Board.