



Board Meeting Summary

August 2022

The Board met on 17 August 2022 in the Boardroom and via Webex. Previous minutes from the 20 July 2022 meeting were accepted with one minor change noted, and **outstanding actions** reviewed.

EA

- Chair & EO provided an update on
 - EA Strategic Plan progressing. Update provided to the Board including the Nationally Aligned Strategy document.
 - Safety & Medical assistance at competitions
 - NIF Child Safety Policy & Addendum
 - Horse Traceability proposal; and
 - the Medical Provider Framework.

ESA

- ESA Board welcomed Jen Benson to her first Board meeting and thanked her for joining the Board and volunteering her time.
- Discussion regarding Nominate and correspondence methods for the upcoming AGM and Constitution changes
- Update on ESA signing up to the SA Sports Vouchers. Children up to year nine can apply for a \$100 voucher to be used to offset membership fees. Good uptake so far.
- Update on ESA Strategic Plan & Operational Plan – Final amendments to be made before being sent to the Board for final approval. Once approved advise membership of the new ESA Strategic Plan. Once the Strategic Plan is approved will then update and finalise the Operational Plan
- Sponsorship Funding brochure now finalised and to be used in seeking sponsorship for ESA
- Executive Officer monthly report reviewed and discussed.
- Changes to the ESA Constitution. Agreed to have solicitor review Constitution first to incorporate required changes and also undertake review to ensure compliance with current standards, then send to members for feedback with a final version to be sent to members on 30 September for approval at the AGM.
- Governance Review Plan – outstanding matters being reviewed and implemented with the plan to be finalised in Calendar 2022. Reallocation of some tasks to different Board members.
- Governance training – EO talking with Sports SA to finalise appropriate training for Board & DC's. Grant funds to be expended by 31 December 2022.
- Update provided on the NIF Child Safety Policy & Addendum, almost finalised pending feedback
- SA Government Grants – Two grants submitted this financial year with a third to be submitted by 30 September 2022. A fourth grant, likely to be an infrastructure grant, should open later this year. Awaiting announcement on the first two grants.

- Policies – policies due for review to be considered at September Board meeting
- Update on Oakbank – discussions on hold whilst Oakbank resolves internal matters
- Update regarding ongoing discussions with Pony Club
- Update on meeting with ThoroughCare and sponsorship
- Discussion and agreement to advertise for a marketing person to join the ESA Office.
- AGM to be held on 26 October at Auchendarroch House. Timeline of required AGM notices discussed. Agreed all Nominees without a WWCC to undertake a WWCC at the close of the nomination period. Agreed process for nominations. Discussion regarding voting rights of member classes.
- Annual Report – well under way with EO to follow up DC's who have not provided their annual reports.
- Update of the interim plan for the Show Horse HOTY. Organisation for the October Show is well underway and the Board thanked Kerry Patchett for her assistance in organising the event. Board will await the close of nominations to see if any are received before deciding on the future of Show Horse. Discussions had regarding the Show Horse trailer, expired rego and need to move to new location.
- Discussion had regarding members who have not renewed membership and the application of the EA Membership By-Laws
- Complaint matters discussed.

Finance Audit Risk Management Committee (FARMC)

- July 2022 Combined and DC P&L, BS – discussed and accepted.
- July 2022 Bank reconciliations, balances confirmed – discussed and accepted.
- Adjustments to the ESA FY23 Budget discussed and agreed.
- Payments to Board members/related entities discussed
- Draft Annual FY22 financial statements reviewed and discussed.
- Risk register being update to be presented at September meeting.
- Audit processed is near completion and should be completed by the end of August 2022.
- FY23 Membership year well underway. Good take-up of renewals at this point in time.
- Circular resolution passed since last Board meeting was noted.

DCs

- Next Combined DC meeting to be held on 24 August 2022
- Discussion regarding Swabbing requirements for FY22
- New Discipline & Coaching Committee By-Law – final version discussed and approved by the Board. The new By-Law to now be communicated to the membership.
- Dressage – Discussion regarding proposed National Rule change for horse and rider qualification. Discussion regarding proposed OTT Series for FY23. Minutes from 17 July 2022 meeting noted
- Jumping – Minutes from 28 June 2002 meeting noted. Discussion regarding Jumping Forum.
- Vaulting – Minutes from 9 August 2022 meeting and EAVC minutes noted.
- Eventing – Minutes from 21 July 2022 and 9 August 2022 noted.
- Carriage Driving – Minutes from 2 August 2022 meeting noted.
- Further discussion regarding no EOI's received to form a new Show Horse DC.

Correspondence

- Incoming and outgoing correspondence reviewed and discussed.

The next meeting will be held on 21 September 2022 in the Boardroom and via WebEx.

Note: Some of the items are ongoing due to the complexity and requirements for finalising these matters.