



**Location:** ESA Office  
Unit 2, 10 Cameron Road Mt Barker

**Date:** 27th February 2019

**Time:** 6.30pm

### Minutes

1.	Present: Peter Graham, Stuart Platt, Karin Edwards, Wayne Copping, Naomi Mashford, Wendy Schaeffer and Helen Coliero	
2.	<b>Apologies:</b> Jason Andrews	
3.	<b>Conflict of Interest</b> Members are reminded of the requirements for disclosure by Members of direct or indirect pecuniary benefits in items listed for consideration on the Agenda.	
4.	<b>Discussion with Chair &amp; Representative</b> No Discipline representatives attended this meeting	
5.	Welcome Naomi and Helen to ESA board. <b>Confirmation of Minutes</b> Minutes / Notes from previous meeting held on 16th January, 2019 Read and accepted: Moved: WC 2 <sup>nd</sup> SP All in favour.  <b>Matters Arising</b> <ul style="list-style-type: none"> <li>Office Staffing / restructure Prim – on subsidy for 26 weeks / 3 days per week – 1<sup>st</sup> claim lodged Robyn and Flic – ongoing</li> <li>Discussion of use of office. Rental of serviced offices to be explored.</li> <li>Computer search for documents option if required</li> <li>Discipline Committees to be reminded to forward signed minutes to the ESA office.</li> </ul>	

6	<b>Correspondence / Memos In</b> <ol style="list-style-type: none"> <li>1. EA National SGM has been cancelled due to the resignation of 3 directors.</li> <li>2. Vaulting minutes received, query on progress of review – PG to email TR.</li> <li>3. Eventing minutes received.</li> <li>4. Coaching minutes received.</li> <li>5. RAHS contract – PG to forward to board members for review.</li> <li>6. Email from Tara ORS &amp; R regarding review – PG to respond.</li> <li>7. Fenwick – all parties agree to disagree.</li> <li>8. Dr A Hunt has resigned as BMCO – EA National will be required to appoint replacement.</li> <li>9. Interschool – queried pro rata membership – advised not available but now EVic have introduced pro rata membership but ONLY for NEW members. ESA propose to look at pro rata / half yearly membership.</li> </ol>	<p>PG</p> <p>PG PG</p>
7.	<b>Finances</b> <ol style="list-style-type: none"> <li>1. Board requires a Treasurer.</li> <li>2. FARMC – HC, NM, WS &amp; SP to organize meeting.</li> <li>3. Bookkeeper – Proposed by SP Cheryl Bencetti, Bookkeeper, is to have access as a signatory to all the ESA Bank accounts. Moved WC 2<sup>nd</sup> WS All in favour.</li> <li>4. Proposed by NM that one of the other 3 signatories will be required to review the bank account monthly. Moved SP 2<sup>nd</sup> WC All in favour.</li> <li>5. Show Jumping SA (Tessa Fairweather) again requesting possibility of separate discipline account. Now that we have an independent bookkeeper SP believes that separate discipline accounts could become a reality and will set up an account for Jumping SA which will be trialled until 30<sup>th</sup> June 2019 - PG to reply to SJSA.</li> <li>6. Proposed that a specific bank account is provided for use by Jumping SA. This account will be either a) the existing Online Saver converted to a Cheque account or, b) a new account opened. Tessa Fairweather to be listed as a Signatory to this account <u>only</u> in addition to the existing signatories. Moved NM 2<sup>nd</sup> WC All in favour.</li> </ol>	<p>SP &amp; PG</p> <p>SP</p>
8.	<b>Legal Matters</b> Mediation now being held on 1/4/19	

