

CONFIDENTIAL



Minutes
from the meeting of the
EWA Board of Directors
held on **Tues 2 July 2019 at 6.30pm**
SEC, 303 Cathedral Ave, Brigadoon, WA

1.0	OPENING OF BOARD MEETING The meeting opened at 6.30pm														
2.0	ATTENDANCE														
2.1	Present: R Fleming (Chair), W Newton-Wordsworth (Vice Chair), K Van Eykelenborg <i>from 7.45pm</i> (Finance Director), A Avery, L Barnes, A Marchesani, A Wilkins In attendance: D Pedlow (CEO), J Yacopetti (Minutes), K Doolan (Observer)														
3.0	DISCLOSURE OF INTEREST														
3.1	The general Register of Interests was updated as at 2 July 2019: <table border="1"><tr><td>Ron Fleming (Chair)</td><td>Dressage competitor Member, Perth Dressage Club, Brookleigh Dressage Club Partner is Dressage competitor, NCAS Coach, CE, and Treasurer of DWA DJTF</td></tr><tr><td>William Newton-Wordsworth (Vice Chair)</td><td>Eventing competitor, Breeder, Eventing HP Recognition Squad member, Member Dryandra Regional Equestrian Association</td></tr><tr><td>Kathy Van Eykelenborg (Finance Director)</td><td>Dressage competitor, Member Kalamunda Dressage Association & ARC</td></tr><tr><td>Anne Avery</td><td>2* Jumping judge, MPIO and Jumping selector</td></tr><tr><td>Lauritz Barnes</td><td>Partner is Para Dressage rider</td></tr><tr><td>Anita Marchesani</td><td>Member Brookleigh Working Equitation Club, Founder Coaching Excellence Alliance, Founder Get Up and Gallop Coaching & Mentoring, DWA Steward</td></tr><tr><td>Anne Wilkins</td><td>President, Moora & Districts Horsemans Assoc Member, Geraldton Combined Equestrian Club</td></tr></table>	Ron Fleming (Chair)	Dressage competitor Member, Perth Dressage Club, Brookleigh Dressage Club Partner is Dressage competitor, NCAS Coach, CE, and Treasurer of DWA DJTF	William Newton-Wordsworth (Vice Chair)	Eventing competitor, Breeder, Eventing HP Recognition Squad member, Member Dryandra Regional Equestrian Association	Kathy Van Eykelenborg (Finance Director)	Dressage competitor, Member Kalamunda Dressage Association & ARC	Anne Avery	2* Jumping judge, MPIO and Jumping selector	Lauritz Barnes	Partner is Para Dressage rider	Anita Marchesani	Member Brookleigh Working Equitation Club, Founder Coaching Excellence Alliance, Founder Get Up and Gallop Coaching & Mentoring, DWA Steward	Anne Wilkins	President, Moora & Districts Horsemans Assoc Member, Geraldton Combined Equestrian Club
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3.2	Chair's association with RWWA noted in relation to Items 4.1 and 8.2. Chair has not taken part in any negotiations regarding proposed OTT scheme.														
3.3	AA's interests noted in relation to Item 8.3														
4.0	ANNOUNCEMENTS BY THE CHAIR WITHOUT DISCUSSION														
4.1	Chair congratulated CEO and S Botten on the preparation of the sponsorship proposal and agreement for the RWWA OTT scheme.														
5.0	CONFIRMATION OF MINUTES														
5.1	Confirmation of Minutes of Board meeting on 28 May 2019 – Approved with minor typo corrections plus the following amendments: Item 6.1 – Second paragraph amended as follows: <i>The mid-year review of the 2019 budget with current figures showed an increase in the loss for the year this when added to the projected monthly cash at hand showed that EWA would be operating cash negative in October, due to SEC operation.</i>														

	<p>Item 6.2 – First sentence of second paragraph amended to read: <i>The Board reaffirmed the position as outlined at the AGM that a review of the Constitution should not be rushed as a period of consultation with all members and sport committees is required to ensure proposed amendments are supported. These to include public meetings, to include grass root members as well.</i></p> <p>Proposed: LB Seconded: AA Carried: All</p>
6.0	GENERAL BUSINESS
6.1	<p>Membership review CEO/LB reported meeting T Deveugle-Frink regarding a review to ascertain what Members require from EWA. Research methodology discussed and the Board agreed that interviews likely to be more effective than questionnaire. EWA providing data to facilitate further research.</p> <p>It was noted that Members generally do not understand the role of EA versus EWA. The Board discussed how this relationship may look in the future, given the recent changes at EA Board level, and felt that clear separation needed to be made between the management of High Performance and Grass Roots.</p>
6.2	<p>Operational Shortfall & SEC redevelopment Chair summarised current situation as detailed in CEO Report of 2 July and reported that there had been a positive response from DSR, indicating that the EWA model for running the SEC appeared to be the most cost effective.</p> <p>Chair, CEO and Finance Director meeting DSR on 3 July and are optimistic that they will respond positively to funding request. Christian Porter to be approached should DSR made a commitment and AW to liaise with Senator Dean Smith if negative response from CP. It was noted that AW would be away from 7 July and any such approach would need to be made to DS before then.</p>
6.3	<p>EWA Constitution Review The Board agreed that a review of the Constitution was required, however all were in agreement with WNW's recommendation that this should not be rushed and that input should be sought from all EWA Committees. Meeting to be hosted by Board on Tues 23 July to discuss and CEO to send invitation to all Committee members to attend.</p>
6.4	<p>Jumping WA and SGM Chair/CEO updated the Board on current situation regarding Jumping WA member's activity to call an SGM. CEO confirmed correct procedure had been explained but was not being followed. CEO to continue to seek legal advice on this issue from Avon Legal as required.</p> <p>The Board agreed that it was important to demonstrate that EWA was considering Jumping member concerns, including clarifying any misunderstandings regarding process, and to communicate planned Constitution review. CEO confirmed that Nominate had the ability to change online Membership joining procedure so that selecting Sport Committee voting preference was compulsory.</p> <p>The Board approved the 'Important Notice to All Members' circulated prior to meeting, with minor amendments, and agreed the process of dissemination. CEO to first send full Notice to members via email, then Notice to be published on EWA website and AM/Aiman Ridzuan-Bottrell to manage Social media posts directing members to full Notice on website. AM to respond to any FB posts under guise of EWA, in consultation with CEO.</p> <p>Board approved payment for CEO travel to Geraldton for 3 day GCEC Jumping Championships on 12-14 July to engage with Jumping members on this issue, including speaking at Riders Forum.</p>
6.5	<p>EWA/EA Future Structure The Board discussed EA Questionnaire issued to States requesting input regarding future of EA. The Board agreed that the questions lacked clarity and, as such, the Board was unable to respond. CEO/Chair to liaise with EA for further guidance.</p>
6.6	EWA Social Media Policy

	<p>Draft Social Media Policy circulated to Board prior to meeting and approved with amendment as follows: <i>“Please bear in mind that information Committee members provide, and statements Committee members make, on social media could have significant consequences for Committee members personally, for example.”</i></p> <p>Proposed: AA Seconded AM Carried: All</p>
6.7	<p>Sport Committee KPI Chair/CEO to attend Sport Committee meetings to discuss and Chair tabled suggestion that KPIs were also needed for Board members. However, it was acknowledged that these were dependent on the future funding and structure of EWA. CEO to circulate existing Strategy Plan to Board for reference.</p>
6.8	<p>Sports Levy review Deferred.</p>
6.9	<p>Livestream Livestream cost and effects on events discussed and the Board agreed that at this stage, EWA cannot support Livestreaming owing to costs restraints</p>
6.10	<p>MPIO Training As tabled in CEO report, no response has been received from EA. CEO to approach DSR regarding any upcoming Investigation workshops</p>
6.11	<p>Succession Planning It was noted that Chair will be up for re-election this year and CEO to confirm other Board members tenure at next meeting. CEO confirmed that example of Procedures/Protocols Manual to guide incoming office holders been received from AW.</p>
7.0	FINANCE REPORT
7.1	<p>Financial reports for May 19 circulated prior to meeting and accepted by Board Proposed: KVE Seconded: AA Carried: All</p>
7.2	Risk and Finance Committee Meeting scheduled for Tues 6 August, prior to Board meeting.
7.3	<p>MYOB KVE confirmed that the introduction of MYOB was well progressed and this would give EWA the ability to separate SEC and EWA costs for reporting purposes. KVE reported positive feedback from DSR consultant RSM on overall EWA financial management.</p> <p>Under MYOB, CEO reported that swabbing levy and Grass Roots elements of Membership/Competition licences can be extracted. CEO reported that it was unlikely that any Grass Roots funds would be distributed this year as a reserve was being built up.</p>
7.4	<p>Insurance CEO reported that re-evaluation of SEC for insurance purposes was imminent. In the meantime, and in the climate of uncertainly about COS/DSR financial support, the Board approved that payment of the insurance premium, as detailed in CEO Report. It was noted that although EA have a Cyber Policy in place, this did not cover the State Branches and thus needed to be added to EWA policy.</p>
7.5	CEO reported that EA had decided to continue to provide EWA with \$32,000 HP funding, primarily focussed on Eventing.
8.0	OPERATIONAL BUSINESS
8.1	The CEO Report of 2 July was circulated prior to meeting and noted by Board.
8.2	<p>OTT/EWA joint opportunities CEO reported on RWWA OTT sponsorship agreement under discussion and outlined further potential opportunities in conjunction with the EWA Measuring programme.</p>
8.3	Jumping complaint

<p>8.4</p> <p>8.5</p> <p>8.6</p> <p>8.7</p>	<p>AA briefed Board on rider incident at recent Jumping event and requested guidance as to how to proceed in relation to complaint later received. CEO to consult Chair of National Jumping Committee for ruling on this matter, with WA Committee representative R Hovell being copied on correspondence.</p> <p>EWA Welfare Committee AM brought recommendations to the Board from the Welfare committee including that welfare criteria be included in Event/Club Annual Award nomination, that 6 events be selected at random in each discipline for Steward attendance, and that EA recommend to EA that a Steward be on ground for all EA official events.</p> <p>The possibility of introducing a recommended minimum payment for Stewards set across all disciplines was discussed and CEO to draft recommendation for AM review.</p> <p>Chair tabled suggestion from National Show Horse Committee member W Vale that trot ups are introduced to Show Horse events, in line with other discipline procedures.</p> <p>OSH/Risk Management It was noted that EA is developing online risk management tool, funded by Sports Australia, and the Board hoped that this is to be made available to State Branches.</p> <p>CEO reported inappropriate fill had been brought on SEC site, as detailed CEO report. Price for removal being sought, with costs to be borne by Clubs responsible. CEO reported consulting Avon Legal regarding potential for pursuing recompense from National Polocrosse deposit refund if required.</p> <p>CEO reported that a Flood Management Plan had been developed as a requirement for EWA Insurance Policy.</p> <p>Correspondence The following Correspondence IN was noted at the meeting: - V Fuchsbichler, SAS Charity Ball donation request - J Shaw MLA, Community Sports Grant opportunity - Minister of Sport, True Sport Program information - Name not recorded, Rider conduct at Brookleigh event</p> <p>EWA Committee Minutes The following Sport Committee minutes were circulated prior to meeting: - DWA, 28 May 19 - EWA Welfare Committee, 27 June 19</p>
<p>9.0</p>	<p>ITEMS FOR CONSIDERATION AT A FUTURE MEETING None</p>
<p>10.0</p>	<p>CLOSE OF MEETING</p>
<p>10.1</p>	<p>The meeting closed at 9.40pm</p> <p>Next Board meeting scheduled for 6.30pm on Tuesday 6 August 2019</p>

Signed: _____ Date: _____