

CANTERBURY DRESSAGE NZEF

Minutes of monthly committee meeting held at the Racecourse Hotel,
on Wednesday, 16th October 2013

APOLOGIES: Trish McKeown, Kerry Sutherland, Ken Wilson

That apologies be accepted

Carried

PRESENT:

Miranda Luddington, Jude Greenslade, Anne Moore, Linda Warren-Davey, Ena Graham, Mel & Andrew Bruce, Chris Lovelady, Pat Ydgren, Aubrey McRae Joan Adair, Charlotte Mooney, Karen Daniel, Nicki Ford, Gael Kofoed, Judith Mackenzie, Robin Haberfield (in the Chair).

MINUTES OF PREVIOUS MEETING - Were confirmed.

MATTERS ARISING from last meeting:

- Twilight Tournaments – see General Business
- A & P Show – Robin has not heard back from Jackie. Competition will go ahead this year anyway. Trophies - Robin to discuss with A & P (and possibly donors) what will happen to these.

CORRESPONDENCE:

Inward & Outward–

- Nil tabled

REPORTS

Event Manager Report – Andrew Bruce

Report attached.

Area Judges Officer Report - Jude Greenslade

Report attached.

Riders Liaison Report - Kerry Sutherland

Report attached.

Training & Development – Mandy Blokland

No report received

Office/Entries Report - Miranda Luddington

Report attached.

Sponsorship – Gael Kofoed

Report attached.

Scorer – Ken Wilson

Report attached.

Moved Robin “*That we allow Ken to purchase another lap top*” Carried

Aubrey to contact Ken as he may have a reasonable supplier.

Writers Report – Charlotte Mooney
Report attached.

NEC

No report submitted.

An open forum to be held later this month and will be notified on the website.

Training Squad - Jude Greenslade

Report attached

After discussion at the meeting, as the funding provided by Canterbury Dressage is about to run out the squad members will be asked if they are prepared to fund their lessons. A Special General Meeting may be called

Conference Report

Nothing to report with Robert currently overseas.

GENERAL BUSINESS

- **Twilight Competitions**

Positive feedback on Facebook page. The squad members will be approached to see if they would take this on as a fundraising exercise to keep the squad funded.

- **Stan's 80th Birthday**

Meeting agreed that we give Stan a \$50 voucher for a lunch at Morgans (Pat to organise). Card to be sent with voucher commiserating over the loss of trees that Stan had planted and tended over the years.

- **Raffle Tickets**

Pat distributed tickets which need to be returned to the November meeting.

Next meeting – to be held a week earlier than normal because of World Challenge and will be at McLeans Island as it is show and races week – **13th November.**

Committee Reports – 16 October 2013

Finance Report – Trish McKeown

Trish's report is attached.

Event Manager Report – Andrew Bruce

- Marquee has been booked by Robert, just need to confirm the accessories. I have last year's hire quantities, but need to confirm numbers of judges etc before confirming.
 - WDC will utilise accessories for their competition, with the exception of glasses for the Tuesday night function where plastic wine glasses preferred. Should be able to pro-rata the costs back to Wendy, as we are already splitting the marquee hireage. Do we need to hire portaloos as in the past??
 - Nova from 'The Swamp' is confirmed by Robin to cater for the judges Robin, but I will catch up with her regarding menu and costings so no surprises
 - Wendy has spoken to Karen from Priscilla regarding increasing her level of service and offering – I will also follow up with our expectation for this event, after our meeting
 - Wendy received an offer from 'Food Den' to be another food outlet which she has contacted and kindly declined – I need to discuss whether we should offer an alternative to Priscilla
 - I am meeting with Stan early next week to agree on locations of caravans, grandstands, marquee, sponsors vehicles, watering and grooming etc – just to keep him in the loop
 - I need to understand and confirm power requirements and supply – hireage of leads if required to caravans and marquee
 - Scorers caravan to be located at north end of oval, parallel to judges' boxes in Arena 1 – if Ken agrees. Is there a need for communication to send out interim scores??
 - Music caravan midway down arena as normal – both will need to be in position Monday night
 - Waiting to hear back from Sarah Wilson regarding hire of scorers caravan
 - Need to confirm that we will have sufficient First Aid for all days (including WDC)
 - I will contact Whitehaven regarding continuing their presence from WDC, at least provide wine for judges (after work drinks only) and possibly Saturday evening function.
 - Obtain a liquor licence?? will investigate
 - Conqueror (major sponsor) has verbally offered the use of some of the promotional vehicles for judges to use at the end of the arenas – to be confirmed though
 - Wendy needs to hire a TV for Wednesday night only – bigger than 42" if anyone has one spare to play videos
 - Just need to catch up with Kerry (prize giving & rosettes), Nicki (Saturday BBQ), Miranda (rugs & trophies), Evelyn (Music Co-ordinator) – to ensure all on track or if I can help
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Area Judges Officer Report - Jude Greenslade

Another month, another Canterbury competition, judges are getting accustomed to using the half marks and judges for Canterbury Champs are mainly secured.

A List 3-5 Judges' evening clinic is scheduled for Monday 21 October 21 with Linda Warren-Davey at Robbies Yaldhurst – 6pm for tea and clinic after. All others welcome.

Judges Training Fund

Financial assistance has been given for Effie Deans to judge at Wellington Champs, for Gael Kofoed to judge at Nelson, for five judges to go to the 2014 Nationals to sit in, write and generally gain experience and learn.

WDC:

Jan Mitchell will be shadow judging all the tests with the International judges on Wednesday which will be a valuable experience for her.

Karen has organised for some of our local judges to write for the three NZ judges shadow judging and also for the two NZ judges judging the selection classes the day prior. This will be a good learning opportunity for these judges.

Canterbury Champs:

The two WDC judges secured to judge – definitely Saturday and Sunday, hopefully Friday also. Nicky Vavasour is very kindly billeting them.

Helen Hughes-Keen, Myra Friend, Lyn Fox, Norma Parks and Carol Eivers are the List 2 and above judges from away coming to judge. Flights for them \$1200. Clare Banks may also be coming and her travel not yet paid. Will also need to pay mileage for Diane Rawlinson and Stuart Bishell and Canterbury judges who are judging.

Re accommodation – Linda W-D is having two – Helen H-K and Carol Eivers, Myra Friend will stay with me, Anne Moore has offered to have two judges – we need accommodation for Suzanne Inglis, Stuart Bishell and Nolene Keen, so need at least one more bed somewhere.

Riders Liaison Report - Kerry Sutherland

Overall everyone seems to be really happy with how things are going. I have had a couple of requests in advance of Canterbury Champs though.

Firstly, can we please ensure arena familiarisation times are identified, particularly on the Friday and Saturday. Some are concerned about the use of the new arenas by the stable block and would like to give their horses a good chance to have a look over there.

Secondly, I was thinking last weekend about the bicycle track. The rumours are that the council will take a long while to clear this area of fallen trees etc and the track potentially won't be open until December. Can we please approach the Council/E-Can/whoever is relevant to ask that they not be working near the Ready Mix arena or the NRM arena through the World Challenge/Canterbury Champs. As these competitions fall during the week there is a chance there may be diggers, bulldozers, chainsaws etc working through there. I can see some very upset horses (and riders) should this be occurring through World Challenge/Canterbury Champs.

Canterbury Champs Rosettes

I have had little response re my email regarding Rosettes etc for Canterbury Champs (thanks Gael and Miranda) but in the absence of time, I have ordered the rosettes and Champion Sashes (halters). Quality Presentations requires at least four weeks to prepare these orders, and I can't cut these as closely as last time without challenging my nerves to the extreme!

Miranda and I have been through the rosettes given to us by Dressage NZ and have requested more from them (extra Level 1 and Level 2 Challenge sets) and identified what we need to do (prizes wise) during the Champs to make sure things run smoothly. So, all in all, the prizegiving should be (vaguely) under control.

Training & Development – Mandy Blokland

No report received

Office/Entries Report - Miranda Luddington

Little to report this time. We had fairly good entries for the last day of the Spring Series. Yet again there were jumps up in the warm up area for Arenas 1 and 2, thanks to Megan Robinson and Lynley Stockdale who volunteered to take them down.

Entries are slowly coming in for Canterbury Champs.

Sponsorship – Gael Kofoed

To date I have confirmed sponsors on board totalling \$5,292 (including GST), last year's total sponsorship was \$2,072.

Those who haven't responded to the packages forwarded to them have been sent a follow up email. With only six weeks before the competition I'm hoping that we will get more sponsors on board.

Scorer – Ken Wilson

Spring Series – Day 3 – 6 October 2013

Firstly the final results were available within quart of an hour of the last Class finishing.

The fast turnaround was due to two factors mainly, much much better checking of the sheets by judges, only about three mistakes this time and the use of a third computer. But we will need to purchase a third modern computer as the old laptop is configured incorrectly for fast scoring as it does not have a side number keyboard thus long stokes with the half point. I am certain Aubrey will confirm this as he used it mostly.

We are still working with John to speed things up even more and they have taken on my idea of using the plus key as the auto half mark thus reducing the time by one more movement.

I know there was a lot of talk between me and some of the Judges on the need to show the point zero when a round number is used. It has been confirmed to me via Soo that this is to make certain that extra point fives are not added after the sheet is completed, being innocent I never thought of that!

Finally in talks around the office Kerry had a great idea. We are going to check out the costs of producing our own coloured sheets. The coloured marks helped a little but they were not on all sheets and some sheets even had two colours. If as I was told we are paying about \$10 for 100 sheets then I think colour printing might even be cheaper.

Writers Report – Charlotte Mooney

General:

Writers are going ok – have I battled the last two days to get writers due to the regulars being away & having other commitments. I have to extend a HUGE thank you to Ena and Miranda who have been fantastic help to me and have hunted out more people.

The last two days have also presented another issue - riders who scratch their horse have also been emailing to say they won't write, this makes life quite tough when I have to find more writers on a Saturday night! There may already be a rule on this, if not, can we please discuss whether they still have to write because they committed or if they are able to withdraw?

As I've worked my way through the lists we have lost about 10 people who no longer want to be involved, so if anyone knows anyone that would be interested in getting involved please let me know.

I am also working towards building a writer's email database; this saves a lot of time and means I do not have to disturb people at night. Currently I have a database of 40 and it's working really well.

Canterbury Champs

All those that I have rung to ask to write for the past two days have been asked to "save the date" for Canterbury Champs dates. I have also started a list of those who have indicated that they are available during the week for WDC and for the Friday. Last dressage day we also had a slip of paper for riders, writers and observers to fill in specifying when they might be available over the three days, this seemed to work well.

Due to having to use a lot of people who have not written in a while, on each clipboard we will place a slip of paper with a 'writers' checklist specifying that they must write 5.0 not 5 and to remind them to write neatly clearly, and if there are any changes or errors to make sure they get the initialled by the judges etc. This should hopefully prevent unnecessary issues for the scorers.

I will start confirming CC writers during the next week, and will bring a list of where we are at with the non-rider writers to the next meeting.

NEC

No report submitted.

Training Squad - Jude Greenslade

There have now been three squad training weekends this season.

At the most recent one Linda Warren-Davey spent one day with Christine and the squad members where Christine worked the riders in, they then rode a test, Linda judged the test, then Christine and Linda discussed with the rider how to improve.

I believe that this was very valuable.

We have paid for the air tickets for Christine to come in November and have the money to subsidise the lessons for November.

BUT - after that - no more money (well - about \$200 I think).

I believe that Aubrey has been unable to secure any sponsorship for the squad so I am afraid that after November it will bite the dust.

This is a real shame - how sad that this great initiative will just have to stop - but at the AGM it was voted that \$5000 of Canterbury Dressage money could be used and no more - so that is where we stand after the November training weekend.

Conference Report

Nothing to report with Robert currently overseas.

| CANTERBURY DRESSAGE- MONTHLY TRANSACTIONS | | | | SEPTEMBER | 2013 |
|---|------------------|-----------------|------------------------------|-----------|-----------------|
| | | DEPOSITS | 00 acc | | |
| | D/C | E/Fees | Sept | \$ | 5,336.00 |
| | Banked | Steinberg | spectators | \$ | 140.00 |
| | Banked | sales of | test books | \$ | 92.00 |
| | Funds xfer | From | JTFund | \$ | 812.00 |
| | banked | | from w/s bbq | \$ | 37.00 |
| | Banked | Squad | 1/2 lesson payments by Karen | \$ | 720.00 |
| TOTAL | SEPTEMBER | DEPOSITS | | \$ | 7,137.00 |

| SEPT | | PAYMENTS | 00acc | | | |
|--------------|------------------|----------------|-----------------|--|------|--------------------|
| DATE | CHQ NO | PAYEE | | DETAILS | | AMOUNT |
| 1-Sep | a/p | Bank Fees | | | | \$ 10.00 |
| | 502563 | cash | | prize mony Sept | | \$ 1,113.00 |
| | 502564 | cash | | judge writers Sept | | \$ 550.00 |
| | 502575 | NEC | | g/fees yards etc Sept | | \$ 1,240.00 |
| | 502567 | DNZ | | T & D fees Sept | | \$ 537.00 |
| | 502561 | ESNZ | dues | organising Aug 4th | | \$ 41.00 |
| | 502570 | ESNZ | dues | organising Sept | | \$ 41.00 |
| | 502571 | online equest | entries | | Sept | \$ 359.00 |
| | 502562 | office | serviettes | small post paid envelopes envelopes refund Trish | | \$ 140.81 |
| | 502565 | S Taylor | | catering Sept | | \$ 350.00 |
| | 502566 | Ena | | milk,urn | | \$ 105.77 |
| | 502568 | Parrots | | programmes Aug | | \$ 35.60 |
| | 502576 | Squad Training | | lessons for Christine | | \$ 1,440.00 |
| | | refunds | E/fees | x 5 | | \$ 156.00 |
| | 502569 | DNZ | | judge blocks | | \$ 340.00 |
| 20-Sep | A/P | to rapid save | acct 097 | | | \$ 10.00 |
| | 502577 | Quad bike | service | refund RH. | | \$ 622.35 |
| TOTAL | SEPTEMBER | 2013 | PAYMENTS | | | \$ 7,091.53 |

| ACCOUNT B/ BALANCES AS AT | | 30/09/2013 | | | | SEPT | 2013 |
|---------------------------|-----------|--|--------------------|-------------|--------------|--------------|------|
| CHEQUE ACCOUNT | 000acc | \$ 4,232.07 | less unrepresented | \$ 3,655.50 | \$ 576.57 | | |
| RAPID SAVE | 097 acc | int \$24.63 | int ex TD | \$107.00 | \$ 7,612.63 | | |
| INTERNET ACCOUNT | 001 acc | memberships | | | \$ 1,919.70 | | |
| CASH IN HAND | | 2 x sets of equal placings prize money | | | \$ 144.00 | | |
| CASH IN HAND | | office float | | | \$ 40.00 | | |
| CASH IN HAND | | unused writer cash & p/m reuse | | | \$ 70.00 | | |
| CASH IN HAND | | unclaimed prize money sept reuse oct | | | \$ 109.00 | | |
| Achiever | 066 acc | Judge Training Fund | | | \$ 3,793.32 | | |
| TERM DEPOSIT | 03001 acc | 180 days | 4.30% | | \$ 5,424.18 | due12/3/14 | |
| FIXED TERM INVESTMENT | 03005 acc | 18 months | 4.25% | | \$ 12,698.36 | due25.2.2014 | |
| TOTAL FUNDS | AS AT | 30-Sep | 2013 | | \$ 32,387.76 | | |

| SOUTH ISLAND CHAMPIONSHIP ACCOUNT | | 005 acc | 30/09/2013 |
|---|------------|--------------------|-------------|
| CHEQUE ACCOUNT | \$1,195.22 | less unrepresented | \$0.00 |
| TOTAL FUNDS IN STH ISLAND ACCOUNTS | | | \$ 1,195.22 |
| SEPTEMBER DEPOSITS | 005acc | | |
| | | | \$ - |
| TOTAL SEPTEMBER DEPOSITS | 2013 | | \$ - |
| SEPTEMBER PAYMENTS | 005acc | | |
| | nil | | |
| TOTAL SEPTEMBER PAYMENTS | 2013 | | \$ - |