

# Canterbury Dressage Group



## Minutes of the Canterbury Dressage Group Meeting 7pm – 19<sup>th</sup> June 2014 – Addington Raceway

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**Present:** Aubrey McRae (Chair), Andrew Bruce, Sally Field-Dodgson, Melanie van der Pol, Melissa Kennett, Kerry Sutherland, Robin Haberfield, Jude Greenslade, Miranda Luddington, Charlotte Mooney, Ena Graham, Nicki Ford

**Apologies:** Gael Kofoed, Linda Warren-Davey, Brugs Nicholls, Chris Lovelady, Viv Brien

Previous Minutes read – Nothing to amend

### **Matters Arising**

Jude has put together a budget for the Judges Fund, attached at the end of these minutes

### **Correspondence In**

From Wendy – Would Canterbury consider putting someone forward for Technical officer on the Dressage NZ board. Aubrey will consider being put forward but does anyone else know of other options?

From Wendy – Level 8 now have a musical test, this will be distributed over the coming weeks

From Wendy – Wendy is looking for donations of cases of wine for Conference as spot prizes, Aubrey will ask Langdale Winery, Jude will ask Rosebank

From Springston Pony Club – What cost would we hire out our arenas for? It was decided \$50+GST per arena. (only to be hired on NEC grounds)

### **Correspondence Out**

\$8800 has been applied for through NZCT for Training, we will know the outcome of this late July.

### **Reports**

#### **Finance Report: Melanie Van Der Pol**

Report attached.

Report accepted **Moved** Kerry, **Second** Charlotte

#### **Winter Series Event Manager Report: Aubrey McRae**

It was great to see so many riders entered the competition and the rain held off till Monday.

Holly stepped up and produced the draw for the first time with support from Chris. Holly ran with 5 arenas with two starting at 8:30 which was unavoidable when only 5 arenas were used. The next competition if the numbers are similar we will use arenas 1-4 with 5 kept for warm-up and 6 & 7 out the back.

We did have a few complaints about 4-5 hours between tests which in the winter, which I feel is too long and this will be addressed.

We had a very good response for arenas to be put up with all people replying to my email requesting them to attend. Miranda put together the helpers list which was really helpful though showed a lot

of people not submitting forms but who subsequently said they had put it in yarding section. We will try and use riders and helpers that did not help last time.

We did receive some scratching's on the day and before the event. A couple of those who did this were also writing which caused a few last minute changes on Friday, our thanks to Melanie for stepping in and helping to write before her judging duties. Sandy Houston did a great job putting the writers list together using mainly riders where possible, but the only drawback to this is this cannot be done until the draw is produced. Riders that I talked that had written seemed to have enjoyed the experience. We also had two riders taught how to score which adds to the scoring pool. We had to purchase a new printer at the event due to the old one giving up.

The failure of equestrian entries online and our own websites certain put the cat among the pigeons but at least we have every competitors email address so we can easily get in touch with everyone which was done and draw sent out by email and updates on Facebook.

Reasons for increased support I feel were a slightly different schedule this year with young rider, development and novice rider type classes added. Another major draw to the competition are the rugs kindly donated by our Winter Series Sponsor, Rangiora Saddlery as without this support we would not have had such a successful day with the number of entries.

In future we will have to add \$1.00 to entries for Online Entries as we omitted to add this and have to add \$3.00 per test that Dressage NZ want for non-graded competitions.

Charlotte organised the Coffee cart to come out which proved successful and also provided food for sale.

My thanks to Nicki and Linda for getting the judges as this can be difficult when judges do not receive any points for this type of event.

Also thanks to all the other who helped, Gael for the programme, Ena the Judges blocks, Miranda the office and Ken for the scoring, getting the results out and also being the sponsor.

On the whole I think both the riders and judges found it a very worthwhile event, it seemed friendly and relaxed. A P&L for each day will be prepared as we move to a more financial focused event reporting structure.

### **Judges Officer: Jude Greenslade**

Judges' DVD and discussion evening was held at Rosebank Wed 11th June - focus on Medium, Advanced Medium levels.

Despite horrid weather 10 hardy souls braved the elements and attended.

People seemed to find the Stephen Clarke DVDs and the discussion valuable.

Two more such evenings planned - 2nd July PSG and Int I levels, 29th July Int II and GP levels.

Ideas for Group to consider:

There is an increasing requirement for judges to discuss their judging and marks - I believe this is good for accountability, transparency and developing our judging.

The question is how to facilitate these discussions - as an organizing committee we need to think about how we schedule classes, about when results are to hand, about how we deal with results where there are discrepancies which are large enough that judges are required to go over the papers before final result posted, and about where it is appropriate for such discussions between judges to take place.

Linda Warren-Davey and I were discussing this recently - thoughts included- all judges being required to stay at end of day to discuss results (we are meant to stay on grounds for 1/2 hour after results are posted anyway, availability of a caravan where this could take place?

Discussion also took place around what mileage is paid to judges for local days. It was decided a return trip of <30km would be paid \$10, <60km \$20, <100km \$30, >100km \$40.

### **Riders Report: Kerry Sutherland**

The first day of the winter series attracted a good number of riders and thankfully the weather held off enough to get a decent day in. There were a few gripes about the issues with the equestrian entries website, both in entering, and when it came to the draw. Due to an unfortunate coincidence the website ALSO happened to be down which further complicated the incident! Thankfully between

Linda, Helen and myself, posts on Facebook got the draw out and the day appeared to run smoothly and big thanks to Ken for emailing out to those entered as well.  
I've heard very positive comments from riders regarding the organisation and prizes for this years winter series, so well done team :)

### **Entries/Office: Miranda Luddington**

Several riders had problems entering on line again which caused some frustration. Entries were nearly double those for the June day last year.

As Kerry mentions in her report there were some website issues which made things a little difficult in the week leading up to the competition.

The day ran smoothly and most riders that scratched either emailed or phoned to let us know. We have had a lot of positive comments about the Winter Series

Miranda mentioned John and Vicky from equestrian entries are in the area for most of July and available to do training on the system, there is a possibility that we could arrange a Q&A evening for riders to help with understanding of the system.

### **NEC: Robin Habberfield**

Report attached.

Rider representative – Nicki Ford **Nominated** Jude, **Second** Aubrey

Discussion around the prospect of making the main oval the new international surface, as this is very central and already a level surface.

### **General Business**

#### **Conference**

Numbers for conference, at this stage we have 64 attending the Saturday session, with 124 attending the dinner and 50 attending Sunday.

It was agreed that the remaining Canterbury Dressage tee shirts will be used in the gift bags.

Remits for conference were discussed. Canterbury will be supporting 8.1, 8.5, 8.7 and 8.8. We will not be supporting 8.2, 8.3, 8.4 and 8.6.

### **Improvement Plans and Goals**

Jude recommended as part of the Improvement plans and goals for dressage we should consider young rider participation and endeavouring to make the competition venue more welcoming and friendly. To be discussed further at the next meeting.

### **Committee**

There has been a nomination for Vice Chairperson – Kerry Sutherland, **Nominated** Aubrey/**Second** Jude – Congratulations Kerry

Next meeting **Wednesday 16<sup>th</sup> July, Addington Raceway**

Meeting Closed 9:20pm

<b>Dressage Canterbury - Income and Expenditure</b>	<b>May 14</b>	<b>Apr 14</b>	<b>Notes</b>
<b>Current Account 020820-0359529-00</b>			
<b>Month End May 2014</b>			
<i>Opening Balance</i>	1,692.09	2,852.59	
<b>INCOME</b>			
Transfer Judges Training Fund	-	-	
Transfer Other	50.00	-	
Entry Fees	4,905.70	3,903.00	
Rebank	570.00	-	
Memberships	-	-	
Sponsorship	1,725.00	-	
Interest Received	-	-	
J Steinberg	2,685.00	860.00	
Fundraising	-	-	
Gear Hire	-	-	
Grants for Training Squad	-	-	
Training Squad	800.00	760.00	
GST Refunds	-	-	
Dressage NZ	-	-	
Conference	1,565.00	-	
<b>Total Income</b>	<b>12,300.70</b>	<b>5,523.00</b>	
<b>EXPENDITURE</b>			
Transfer	10.00	10.00	
Prize Money	-	1,615.00	
Ribbons Rugs	-	-	
Judges and Writers	-	940.00	
National Equestrian Centre	1,310.00	620.00	
Equestrian Entries Online	271.25	-	
ESNZ	-	448.00	
Dressage NZ	325.00	-	
Office Expenses	124.39	271.25	
Programmes	78.75	-	
Refund of Entry Fees	32.50	109.00	
Advertising	-	-	
Catering	350.00	350.00	
Hire	-	250.00	
GST Payable	-	-	
Training Squad	1,440.00	2,880.00	
J Steinberg	-	-	
Honorariums	-	-	
Bank Fees	10.00	12.50	
Misc	360.00	508.00	
Conference	250.00	-	<i>Deposit Band</i>
<b>Total Expenditure</b>	<b>4,561.89</b>	<b>8,013.75</b>	
<b>TOTAL (Balance + Income -Expenditure)</b>	<b>9,430.90</b>	<b>361.84</b>	
<i>less unpresented cheques</i>	100.00	1,636.00	
<i>plus unpresented cheques from previous month</i>	1,375.64	2,966.25	
<b>Closing Balance</b>	<b>10,706.54</b>	<b>1,692.09</b>	
<i>Balance of Bank Statement</i>	10,706.54	1,692.09	
<i>Difference</i>	-	-	

Cash on Hand		30-May-14		Notes
Writer Judges Money			\$ 70.00	
Cash Cheque			\$ 150.00	
4X Sets Prize Money			\$ 180.00	
Office Float			\$ 37.20	
Test books			\$ 18.00	
<b>TOTAL</b>			<b>\$ 455.20</b>	
<i>minus</i>				
Judges				June 8th Winter
Jude G		\$ 20.00		
Karen D		\$ 10.00		
Sally FD		\$ 10.00		
Mel V		\$ 20.00		
Sarah N		\$ 20.00		
Linda WD		\$ 20.00		
Alist R		\$ 20.00		
Peri		\$ 40.00	\$ 160.00	
Ken			\$ 30.00	
Ena			\$ 30.00	
Total Cash Out			\$ 220.00	
<b>TOTAL CASH ON HAND</b>			<b>\$ 275.20</b>	

CANTERBURY DRESSAGE					
ALL ACCOUNTS - BALANCE as at 30 May 2014					
Account Name	Account Number	Maturity Date	Balance at 30 May 2014	Balance at 30 Apr 2014	Difference
General Cheque Account	02-0820-0359529-000		\$ 10,706.54	-\$ 221.34	10,485.20
South Island Cheque	02-0820-0359529-005		\$ 2,955.10	\$ 1,910.60	1,044.50
Judge Training Fund	02-820-0359529-066		\$ 677.41	\$ 676.85	0.56
Savings	02-0820-0359529-097		\$ 7,994.22	\$ 7,965.48	28.74
Membership Account	02-1266-0008557-001		\$ 1,875.99	\$ 1,875.99	-
Term Deposit	31759529-03001	8-Sep-14	\$ 5,424.18	\$ 5,424.18	-
Term Deposit	31759529-03005	25-Aug-15	\$ 13,510.10	\$ 13,510.10	-
		<b>TOTAL</b>	<b>\$ 43,143.54</b>	<b>\$ 31,141.86</b>	<b>11,559.00</b>

## Proposed Judges' Training and Education Fund Budget 2014/15

Flights and Travel Assistance for Judges to further their experience +/- or fulfil upgrading requirements - judging out of area 4 @ \$300	\$1200
Cost of 10 judges attending clinics – either DNZ in Dunedin, or in conjunction with Nationals or HOY – 10 @ \$50	\$500
Assistance for judge to attend overseas seminar/ educational activities Eg – YDH seminar, Sydney CDI writing + seminar – give report and seminar to Canterbury judges on return 2 @ \$500, or 3 @ \$350	\$1000
Flights for 4 judges to attend Nationals for sitting-in educational activities 4 @ \$250	\$1000
Rosebank venue and data projector hire for DVD/discussion evenings or seminar 4 @ \$200	\$800
Payment of 'spectator fee' for judges watching Jeremy Steinberg lessons 25 @ \$20/day	\$500
Total	\$5000

# **Minutes of the National Equestrian Centre (McLeans Island) Committee**

**held on 18 July, 2014 in the Glyn East Hall**

**Present:** K Bowden (Chair), L Tennekoon, S Wells, G Skene, R Haberfield, J Ellis, C Shore, D Robertson

**Apologies:** A Watters, B Avery, A Gunner

S Wells / C Shore Carried

**Minutes of the last meeting** approved as true record.

L Tennekoon / C Shore Carried

## **Matters Arising from the Minutes**

Turftech will be coming to do soil inspection of the Hampton Oval turf – C Shore to arrange and let K Bowden know when this is to occur.

Discussion on Coffey's fees in the future

## **Correspondence**

ANZ have informed G Skene that we can bank at any time of the day or night

National Show Jumping Committee – complaining about the power outage they experienced during their competition, and about the rubbish bins. K Bowden has replied to them explaining how much power can be drawn from the Hall and that bin liners are available for them to use at their events.

**Moved that** K Bowden get an electrician to quote to carry out an Electrical Audit and to send this quote to Committee members to accept or not.

D Robertson / S Wells Carried

## **Reports**

### **Treasurer**

End of Year figures were distributed and discussed.

G Skene / C Shore Accepted

K Bowden to call a meeting of representatives from each discipline to discuss "one membership" for the NEC

### **Coffey Group**

At this stage, all work has been done pro bono. However, we will need to draw up a contract with them in the near future.

J Ellis spoke about our position with the Group and also with NZCT

Does the NEC need to be considered as purely equestrian, or for more outside use in a commercial sense? Members felt that the main focus must be on equestrian use.

Order of Development as agreed by members of the Committee –

Power supply

Stable block with ablution block included

New International quality arena

Administration block with further ablution facilities

Powered sites for trucks, etc

K Bowden to find out what is happening with the neighbouring property in terms of future plantings or developments

**Working Groups** to be set up-

One group to include a rider from each discipline

The other group as an administration group

### **Health and Safety Report**

A copy of the H & S Report carried out by \_\_\_\_\_ of ESNZ has been received. This needs to stay on the Agenda and taken into consideration when discussing future developments The steps on the new Show Jumping judges' Building need attention.

### **Tractor Funding**

An application for funds to purchase a replacement tractor will be lodged next week.

### **Centre Governance**

The Position Description for a Manager for the NEC needs to be circulated to members for approval and then an advertisement lodged for the position. Emma at ESNZ Head Office will write the advertisement and circulate to members for approval.

K Bowden to look at cost of Wheelie Bins for rubbish collection at the NEC.

### **Coffey Group**

Rudy joined the meeting and discussed developments and changes to the original plan. The consensus among the Committee is that we need a more modest and economic plan for the development.

### **Next meeting**