



# Canterbury Dressage Group

## Minutes of the Canterbury Dressage Group Meeting 7pm – 15<sup>th</sup> October 2014 – Addington Raceway

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**Present:** Aubrey McRae (Chair), Andrew Bruce, Melanie van der Pol, Melissa Kennett, Kerry Sutherland, Robin Haberfield, Jude Greenslade, Miranda Luddington, Ena Graham, Nicki Ford, Holly Merritt, Linda Warren-Davey, Viv Brien,

**Apologies:** Gael Koeford, Chris Lovelady, Charlotte Mooney

Previous Minutes read – Nothing to amend

### **Matters Arising**

Arenas – Aubrey and Robin Savage have been for a walk around the dressage arenas, they are in need of a deep groom, Robin H will give Aubrey a demonstration on using the groomer to do this.

Motion to change the South Islands account to a major events account and incorporate Canterbury Champs in this **Moved** Aubrey, **Second** Kerry

### **Correspondence In**

Permitted Jackets diagram attached.

### **Correspondence Out**

### **Reports**

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

Attached

**Moved** MelVP, **Second** Jude

#### **Event Manager: Viv Brien**

Day went well, as Miranda said there were some late scatching's due to the expected weather.

Caravan has been put in its permanent position.

Arenas 3-5 were left up for Eventing Canterbury, we just put the letters away.

There has been some feedback about the assistance selection function with the on-line entries.

Some of the jobs people want to select do not appear i.e. taking down arenas. Some people said they had selected a task, but still received an email to say they didn't. I did say they had to be careful about where they filled in the assistance part.

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

Successful October day – as well as judges going about the business of judging there were 5 judges involved in tasks towards their upgrading – this is why there were 3 judges on a level 2 and a level 3 class. Caravan again really useful.

Holly is doing a great job with the draw and the arena plan.

Judges' Training Fund:

Air fares for judges judging out of area to assist with their development: - at this stage Karen Daniel to Nelson and Gael Kofoed to Southland and to Nelson.

Will look to purchase new Stephen Clark DVDs on MFSs to have in Judges' Library.

I still plan to have an evening at Rosebank where Jane Robertson talks to us about the complimentary roles of stewards and judges.

I am trying to determine just how many judges I will need for Canterbury Champs as we have a very busy schedule with the extra team classes and the YDH classes. At present 8 out of area judges coming but am considering if we may need more.

### **Writers: Charlotte Mooney**

No doubt the volunteer issue will be hashed out in detail at tonight's meeting after the constructive debate on Facebook so I won't go into it. Miranda's report also touches on the issues we are facing. Lack of support and those that aren't using the online entry system correctly. Great to see we are trying something new for Canterbury a Champs.

With our next event being on a long weekend I'll take any suggestions I can get for writers - as many of our regulars have already mentioned they are going to go away.

I will endeavour to do as much as I can for the Sunday 16th event but really do need someone to assist me as that week is chaos is for me!

Any takers?

Discussion regarding the volunteers situation – it was decided the assistance area on Equestrian entries will be left blank for Canterbury champs to enable competitors to write what they are wanting to assist with.

Motion that entries will close a week earlier than currently to allow the organisation committee more time to ensure everything runs smoothly **Moved** Linda, **Second** Holly

Also to ensure everyone pays their entry fees it will be added to the schedules that rider will not be entered into the draw until the entry fee has been paid.

Regarding the November day, Aubrey will contact Sandy and ask if she can help with writers as Charlotte is busy

### **Office Convenor: Miranda Luddington**

We had good entries, 106, for the last day of the Spring Series. Unfortunately the weather predictions of high winds did result in some scratchings on the day.

The Office had several requests from riders re keeping the Events Calendar on the Website up to date and also advertising the monthly meetings and the venue's in good time.

I had to email a large number of riders (40 ) to ask which task they would like to do to help and had replies from all but 5. I feel that we have two separate issues with the current lack of help. One being that before online entries when you posted your entry form and check, you automatically include your task form (in most cases !!) .

With the online system riders enter their Classes and forget about completing the Volunteer section and in fairness to the riders it's not that they aren't intending to help, they simply forget to fill in the job box, log out and it's then too late. Some will then email me. We have also had problems with riders entering the wrong task and have had several that have put down to write but when phoned by Charlotte have said it's not the job they wanted to do. For Canterbury Champs the Volunteer box will be left blank for riders to type in what they would like to do rather than choose an option.

The second issue is that we can have a lot of offers to help in areas where we perhaps just need a

couple, i.e. keeping the toilets clean and yet very few in areas we desperately need help which at the moment is writing. Not sure how we get around this other than perhaps Viv and myself managing the offers of help.

### **Scorer: Ken Wilson**

The scoring for the Spring series has run smoothly except as usual later in the afternoon I seem to end up being left on my own. I must say though in general we have had the last result out within 10 mins of the last test ending.

As the sponsor of the Young rider I have talked with Aubrey about extending this to maybe the Spring and Autumn series as this series was badly affected by the Springston trophy. Also from the scoring point of view I did not know we were taking late entries

### **Squad: Aubrey McRae**

Squad lessons last week went well, are all running smoothly to date.

Grant application in for squad funding has been delayed, decision is now due 20<sup>th</sup> October.

### **NEC: Robin Habberfield**

Stan has given verbal notice that he will be finishing up in 6 months time.

Regarding the replacement tractor, NEC are now looking at a lease to buy option, further update to come.

Membership options are under review, the committee are looking at the one membership for the grounds option, this review will be completed prior to next years membership being due.

There is a new fence going in around the oval and also dressage arenas, this is in progress and will be completed in due course.

Robin will come back to us with an update on when the new covered yards will be completed, no date as yet.

### **General Business**

The dates on the gate need to be updated before each event as we have had people arrive wanting to use the grounds of late not knowing the dressage was on. Kerry and Mel K will ensure this happens.

Linda suggested we could really benefit from more judges boxes – Linda and Andrew to source costings on 6 boxes to cover all arenas and bring to committee.

Trophies that are coming back from the A & P association are the Flush Trophy and the Charles Meares Memorial Trophy. The Charles Meares trophy will go to the Prix St George class on the November day, the Flush trophy still to be determined.

Mel K will send an invite to Jennifer Howard to come to the November day and present the Charles Meares Trophy.

The annual schedule drafts are in progress, after South Islands these will all be done, ready for next season.

### **Canterbury Champs**

Motion to apply for funding from First Sovereign and Pub Charity for Judges Travel fund, Rosettes and Sashes, ground fees at the Island, Hireage of Marquees and Catering **Moved** Aubrey, **Second** Andrew.

We need \$7000 sponsorship, this is being worked on at the moment, we are still requiring a major sponsor for the event

It was asked by young riders whether they are able to ride in the teams event as well as individual as there is a limit on tests per day. The schedule will be amended to reflect that they are able to ride both.

Pip Hume has requested to be a photographer, this is fine, not requesting to be sole photographer, others welcome to attend.

### **South Islands**

We need to arrange \$9000 sponsorship for this event, this is in progress currently. There is no major sponsor as yet for this event.

The dates have been confirmed as Thurs, Fri, Sat.

Judges are coming in, Jude is still to confirm some.

Next meeting **Wednesday 19<sup>th</sup> November, Harringtons Belfast**

Meeting Closed 9:10pm

Dressage Canterbury - Income and Expenditure Current Account 020820-0359529-00 Month End August 2014	Sep 14	Aug 14	Notes
<i>Opening Balance</i>	8,493.39	20,161.99	
<b>INCOME</b>			
Judges Training Fund	-	80.00	
Transfer Other	-	-	
Entry Fees	6,712.50	4,359.80	
Rebank	-	-	
Test books	-	18.00	
Sponsorship	-	-	
Interest Received	-	7.14	
J Steinberg	-	5,390.00	
Fundraising	-	-	
Gear Hire	-	-	
Grants for Training Squad	-	-	
Training Squad	160.00	-	<i>Paid in error transferred out to Squad</i>
GST Refunds	-	-	
Dressage NZ	-	-	
Conference	-	500.00	
Misc	797.50	-	<i>NEC membership refund</i>
<b>Total Income</b>	<b>7,670.00</b>	<b>10,354.94</b>	
<b>EXPENDITURE</b>			
Transfer	3,010.00	5,606.00	<i>\$2k Squad 2014, \$1k Squad 2013, \$10 savings</i>
Prize Money	1,010.00	815.00	
Ribbons Rugs	290.61	373.75	
Judges and Writers	1,275.00	960.00	<i>Airfares judg Canty cham, \$15 travel to tran from Jud</i>
National Equestrian Centre	-	2,385.00	
Equestrian Entries Online	788.75	308.75	
ESNZ	-	-	
Dressage NZ	-	329.00	
Office Expenses	-	-	
Programmes	40.50	102.30	
Refund of Entry Fees	-	248.75	
Advertising	-	-	
Catering	-	350.00	
Hire	-	-	
GST Payable	-	-	
Training Squad	80.00	-	<i>Transfer from above</i>
J Steinberg	6,450.00	-	
Honorariums	-	-	
Bank Fees	10.00	10.50	
Misc	-	64.49	
Stationery	-	-	
Conference	121.50	10,470.00	
Committee Travel Costs	-	-	<i>Addington chocolates</i>
<b>Total Expenditure</b>	<b>13,076.36</b>	<b>22,023.54</b>	
<b>TOTAL (Balance + Income - Expenditure)</b>	<b>3,087.03</b>	<b>20,161.99</b>	
<i>less unrepresented cheques</i>	-	-	
<i>plus unrepresented cheques from previous month</i>	-	-	
<b>Closing Balance</b>	<b>3,087.03</b>	<b>8,493.39</b>	
<i>Balance of Bank Statement</i>	<i>3,087.03</i>	<i>8,493.39</i>	
<i>Difference</i>	-	-	

Dressage Canterbury - Income and Expenditure	Aug 14	Jul 14 Notes
<b>Squad Training</b>		
<b>Month End August 2014</b>		
<i>Opening Balance</i>	-	
<b>INCOME</b>		
From -00	3,000.00	\$2k 2014 allocation and part 2013
Squad Lessons	1,550.00	
Fundraising	351.00	
<b>Total Income</b>	<b>4,901.00</b>	
<b>EXPENDITURE</b>		
Christine Weal - lessons	2,740.00	
Aubrey McRae Airfares Christine Weal	1,228.00	
Transfer to -00 C Weal airfares	326.00	Paid from -00 in error transferred
<b>Total Expenditure</b>	<b>4,294.00</b>	
<b>TOTAL (Balance + Income -Expenditure)</b>	<b>607.00</b>	
<i>less unpresented cheques</i>		
<i>plus unpresented cheques from previous month</i>		
<b>Closing Balance</b>	<b>607.00</b>	\$1556.00 still to come from -00
Balance of Bank Statement	607.00	
Difference	-	

<b>Dressage Canterbury - Income and Expenditure</b>	<b>Sep 14</b>	<b>Aug 14</b> <i>Notes</i>
<b>South Island Account 020820-0359529-05</b>		
<b>Month End August 2014</b>		
<i>Opening Balance</i>	3,111.62	2,642.10
<b>INCOME</b>		
Transfer Other	-	-
Entry Fees	318.40	104.75 <i>Trasnferred to -00 in October</i>
Rebank	-	-
Sponsorship		402.50
Interest Received		3.27
Dressage NZ	-	-
<b>Total Income</b>	<b>318.40</b>	<b>510.52</b>
<b>EXPENDITURE</b>		
Transfer	-	-
Prize Money	-	-
Ribbons Rugs	-	-
Judges and Writers	-	-
National Equestrian Centre	-	-
Equestrian Entries Online	-	-
ESNZ	-	-
Dressage NZ	-	-
Office Expenses	-	-
Programmes	-	-
Refund of Entry Fees		41.00
Advertising	-	-
Catering	-	-
Hire	-	-
GST Payable	-	-
Bank Fees	-	-
Misc	-	-
Stationery	-	-
<b>Total Expenditure</b>	<b>-</b>	<b>41.00</b>
<b>TOTAL (Balance + Income -Expenditure)</b>	<b>3,430.02</b>	<b>3,111.62</b>
<i>less unrepresented cheques</i>		
<i>plus unrepresented cheques from previous month</i>		
<b>Closing Balance</b>	<b>3,430.02</b>	<b>3,111.62</b>
<i>Balance of Bank Statement</i>	3,430.12	3,111.62
<i>Difference</i>	-	

<b>Dressage Canterbury - Income and Expenditure</b>	<b>Sep 14</b>	<b>Aug 14</b> <i>Notes</i>
<b>Judges Training Fund 02-0820-0359529-066</b>		
<b>Month End August 2014</b>		
<i>Opening Balance</i>	4,996.01	278.37
<b>INCOME</b>		
From Dressage Canterbury	-	5,000.00
Interest Received	-	0.14
<b>Total Income</b>	-	<b>5,000.14</b>
<b>EXPENDITURE</b>		
Transfer	-	-
Video Evenings	-	200.00
Petrol Reimbursement	435.00	- <i>J husband Dn \$360, J Greenslade \$75</i>
Attending J Steinberg	-	80.00
Airfares and Accomodation	-	-
Bank charges	2.50	2.50
<b>Total Expenditure</b>	437.50	282.50
<b>TOTAL (Balance + Income -Expenditure)</b>	<b>4,558.51</b>	<b>4,996.01</b>
<i>less unrepresented cheques</i>		
<i>plus unrepresented cheques from previous month</i>		
<b>Closing Balance</b>	<b>4,558.51</b>	<b>4,996.01</b>
<i>Balance of Bank Statement</i>	4,558.51	4,996.01
<i>Difference</i>		

**CANTERBURY DRESSAGE****ALL ACCOUNTS - BALANCE as at 31 August 2014**

<b>Account Name</b>	<b>Account Number</b>	<b>Maturity Date</b>	<b>Balance at 30 Sept 2014</b>	<b>Balance at 31 Aug 2014</b>	<b>Difference</b>
General Cheque Account	02-0820-0359529-000		\$ 3,087.03	\$ 8,493.39	5406.36-
Squad Training Account	02-0820-0359529-001		\$ 607.00	\$ -	607.00
South Island Cheque	02-0820-0359529-005		\$ 3,430.12	\$ 3,111.62	318.50
Judge Training Fund	02-820-0359529-066		\$ 4,558.51	\$ 4,996.01	437.50
Savings	02-0820-0359529-097		\$ 8,253.23	\$ 8,111.35	141.88
Membership Account	02-1266-0008557-001		\$ 1,878.33	\$ 1,878.33	-
Term Deposit	31759529-03001	8-Sep-15	\$ 5,424.18	\$ 5,424.18	-
Term Deposit	31759529-03005	25-Aug-15	\$ 13,510.10	\$ 13,510.10	-
		<b>TOTAL</b>	<b>\$ 40,748.50</b>	<b>\$ 45,524.98</b>	<b>3901.48-</b>

# PERMITTED JACKETS



Note the contrast on the pocket and back flaps of this jacket are in the lining only, not on the upper flaps.