

Canterbury Dressage Group

Meeting Minutes 18 October 2017

NEC 7pm

1. Welcome

Mel Van der Pol, Shannon Brien, Sarah Collins, Robyn Savage, Sarah Hazlewood, Charmaine Racke, Linda Griffiths, Cherie Pearson, Karen Daniel, Gill and Charles Usher, Nicki Ford, Jane Crichton, Andrew Bruce

2. Apologies:

Linda WD, Holly Merritt, Soo Wells, Aubrey McRae, Ken Wilson, Charlotte Faulks

3. Matters for general business

Spring Series Final Day – 5 November

Big entries – usual plans underway for this, Mel Catering, Sarah Collins First Aid.

WDC – Plans well underway

- Go through list of things required to be done
- Catering for judges, writes, officials and sponsors. There are only 2 judges and writers plus stewards and shadow judges.
- One car for E required for visiting judge. Shadow judges can DIY – can they organise own writers. Can the judges help each other out.
- Flowers – Ilam florist are sponsoring which is very grateful and they can be used for Champs also.
- Cocktail party on Thursday – 40 riders.
- Still looking at funding for a Marquee.
- Vets, stewards and TD organised.
- Sarah is going to do the office on Thursday and Friday
- Caravan for the music and sound on Wednesday
- Videographer and photography – NZEquine → also doing champs.
- Flowers need to be put out around the arena on Wednesday
- Will there be area familiarisation? If so, when?
- Stables and yards – does someone need to monitor
- Arenas being put up – will have to be done Wednesday?
- Health and Safety – will be organised with what we usually do
- First aid – Viv will do music for Canterbury Champs, so she will be there. We will have someone organised for the Friday WDC.
- Bathrooms – someone needs to keep an eye on them / monitored.
 - We will charge DNZ for the cleaner
- Cocktail – need people to help
- Notify fire brigade – TD's job?

- Liquor license – CCC – Shannon's Austin has a licence and would be able to assist in purchasing alcohol and could be available with his licence.

Canterbury Champs

Go through list of things required to be done

- Aubrey has done CC schedule, is with DNZ – waiting- for it to come back.
- Let's do garlands – Cherie has flowers
- Robyn doing catering
- Rider spectator food
- Soo Wells is going to do announcing and maybe Gill
- BBQ / Wine and Cheese
- Silent Auction
- We will fund silent auction
- Or a raffle – should we have it on Equestrian Entries.
- If not enough stuff donated we can turn it into a raffle
- Look at how the forms are filled in
- Rugs and ribbons are main things to organise.
- What about class ribbons – we want big fat ribbons and rosettes as it is a special occasion.

Timelines for events

- Holly thinks for big events 3 weeks minimum before is needed prior to large events
- Local events - require two weeks
- Need to put the schedule is up early enough and on EE early.
- Maybe need 2 months in advance with schedule.
- Issue though with two competitions being open in EE, is that it muddles both sets of entries.
- What is the protocol for changing the judges?
 - It effects the boards and writers
- Judges need to be organised at the latest the Wednesday before a Saturday competition so the boards can be done. Thursday for a Sunday Comp.

Winnie Para Rider

- Young para rider, she is not 12 yet and requires a support person.
- We will make her a special test and Effie can judge it. Only at small days for now. Need to check with DNZ about health and safety side of it.
- Maybe do OA and OB
- Give her a ribbon too

Website

Back to Back tests

Unregistered classes to do this to give it a trial

Only at small days for those in ungraded (not CC or SI's)

Other

Have the man come in who is a cleaner for \$85 at the end of our big shows to do the bathrooms.

4. Finance report: - As attached

Moved, Charmaine, Gill Seconded.

5. Sponsorship – A good number of level sponsors for champs and south islands have been confirmed - no naming rights sponsor for champs as yet.

6. Riders Rep report – nil to report

7. NEC Report

Looking at upgrading arena 1 and 2 through Canterbury Dressage rather than NEC/ESNZ. We would apply on behalf of NEC in order to gain funding to be spent on the grounds. Any applications must be done through the correct processes and channels otherwise we will not be involved. Also looking at the judges boxes as well; they are need re-vamping. Arena on the McMillan arenas (what we used to call 3,4 and 5) still need painting.

8. Office and Entries Secretary reports – Nil Report

9. Judges Report

AJO report

A busy time for our judges with many events to be covered within the larger Canterbury area.

We have several judges in the process of upgrading and are delighted to welcome Jane Jackson onto the Canterbury Area Judges Team as a List 5.

Anne Moore, Karen Daniel and Anna Grant flew to Hamilton and attended the 2 day DNZ Judge clinic last week, with Anne and Karen both writing for the two Grand Prix WEG qualifying competitions and Anna with a fill in writer at the last minute for the shadow-judging. A fantastic learning experience for these committed judges.

This was at considerable personal expense, and I know they were all very grateful for the financial assistance from the Canterbury Judges Fund.

A SI Judges clinic will be held at the WDC on 1 December and Anna is co-ordinating this - Canterbury will provide complimentary tea and coffee throughout the clinic for the judges - everything else will be at the individual judges expense.

For those of you that don't know, we have a reciprocal competition with the ChCh A&P Show, where points from our November day are combined with the A&P dressage classes at Levels 1,2,and 3 only, with the overall prize-giving at the end of the

competition at the A&P show. This is on Wednesday of show week - pony classes and YDH classes are included and it would be great to see some support there.

Regards

Linda

Meeting closed – 8.40

**Dressage Canterbury
Balance Sheet
As of October 17, 2017**

	<u>Oct 17, 17</u>
ASSETS	
Current Assets	
Chequing/Savings	
000 · General Cheque Account	3,182.37
001 · Squad Training	308.46
005 · Major Event Account	479.89
066 · Judge Training Fund	362.98
097 · Savings	1,054.94
3001 · Term Deposit 3001	5,424.18
3005 · Term Deposit 3005	13,510.10
M001 · Membership Account	370.07
Total Chequing/Savings	<u>24,692.99</u>
Accounts Receivable	
11000 · Accounts Receivable	460.00
Total Accounts Receivable	<u>460.00</u>
Total Current Assets	<u>25,152.99</u>
TOTAL ASSETS	<u>25,152.99</u>
LIABILITIES	
Current Liabilities	
Other Current Liabilities	
25500 · Tax Payable	-575.64
Total Other Current Liabilities	<u>-575.64</u>
Total Current Liabilities	<u>-575.64</u>
TOTAL LIABILITIES	<u>-575.64</u>
NET ASSETS	<u>25,728.63</u>
EQUITY	
30000 · Opening Bal Equity	38,230.76
Net Income	-12,502.13
TOTAL EQUITY	<u>25,728.63</u>

Account Number	Current Balance
02-0820-0359529-000	3,182.37 CR
02-0820-0359529-066	362.98 CR
02-0820-0359529-005	479.89 CR
02-1266-0008557-001	370.07 CR
02-0820-0359529-097	1,054.94 CR
02-0820-0359529-001	308.46 CR
	5,758.71 CR

7:26 PM
17/10/17
Accrual Basis

**Dressage Canterbury
Profit & Loss by Class
April 1 through October 17, 2017**

	1 Can'ty Dressage...	2 Zilico FSS Apr 17	3 Aut Mar-May 17	4 W/TT May-Jul/Au...	5 Spr Sept-Nov 17	6 5th Isld's Jan 18	TOTAL
Ordinary Income/Expense							
Income							
4000 - Entry Fees	0.00	279.13	2,300.03	4,640.08	5,284.77	0.00	12,484.01
4010 - Sponsorship, Grants, Donations	0.00	0.00	0.00	0.00	0.00	400.00	400.00
4015 - Membership Sub	91.29	0.00	0.00	0.00	0.00	0.00	91.29
4025 - Cheese Roll Fundraiser Income	2,606.09	0.00	0.00	0.00	0.00	0.00	2,606.09
4030 - Miscellaneous Income	101.96	378.00	0.00	287.00	17.39	0.00	784.35
Total Income	2,799.34	657.13	2,300.03	4,927.08	5,282.16	400.00	16,365.74
Expense							
6000 - Refund Entry Fees	0.00	836.09	45.22	102.61	90.43	0.00	1,074.35
6010 - Prize Money	0.00	3,865.00	1,320.00	0.00	1,035.00	0.00	6,220.00
6015 - Spot Prizes, Turnout etc	0.00	0.00	0.00	0.00	48.03	0.00	48.03
6020 - Judges & Writers	1,055.00	0.00	430.00	210.00	530.00	0.00	2,225.00
6030 - National Equestrian Centre	480.87	2,520.00	1,112.17	1,379.13	1,156.52	0.00	6,648.69
6040 - Equestrian Entries Online	0.00	555.87	174.13	185.22	364.13	0.00	1,279.35
6050 - New Zealand Equestrian Sports	0.00	0.00	0.00	0.00	8.70	0.00	8.70
6060 - Dressage New Zealand	173.91	773.91	507.83	213.92	409.57	0.00	2,079.14
6070 - Catering	461.50	39.87	306.52	252.04	11.13	0.00	1,071.06
6085 - Bank Fees	15.50	0.00	0.00	0.00	0.00	0.00	15.50
6090 - Printing	772.87	0.00	0.00	0.00	0.00	0.00	772.87
6095 - Volunteer of Month	120.00	0.00	0.00	0.00	0.00	0.00	120.00
6100 - Advertising	0.00	0.00	0.00	141.74	0.00	0.00	141.74
6105 - Cheese Roll Fundraiser Expenses	1,390.87	0.00	0.00	0.00	0.00	0.00	1,390.87
6110 - Canterbury AGM/Meetings	344.40	0.00	0.00	0.00	0.00	0.00	344.40
6120 - Dressage NZ Planning/Conferences	644.52	0.00	0.00	0.00	0.00	0.00	644.52
6130 - New Gear/Repairs & Maintenance	1,544.14	0.00	0.00	0.00	0.00	0.00	1,544.14
6140 - Stationary	5.21	0.00	0.00	0.00	0.00	0.00	5.21
6150 - Rosettes/Sashes/Rugs	45.60	1,989.90	480.41	0.00	0.00	0.00	2,515.91
6160 - Caravan Hire	0.00	260.87	0.00	0.00	0.00	0.00	260.87
6170 - Website Development	150.00	0.00	0.00	0.00	0.00	0.00	150.00
6180 - Contributions	429.35	0.00	0.00	0.00	0.00	0.00	429.35
Total Expense	7,633.74	10,841.51	4,376.28	2,484.66	3,653.51	0.00	28,989.70
Net Ordinary Income	-4,834.40	-10,184.38	-2,076.25	2,442.42	1,628.65	400.00	-12,623.96
Other Income/Expense							
Other Income							
7010 - Interest Income	121.83	0.00	0.00	0.00	0.00	0.00	121.83
Total Other Income	121.83	0.00	0.00	0.00	0.00	0.00	121.83
Net Other Income	121.83	0.00	0.00	0.00	0.00	0.00	121.83
Net Income	-4,712.57	-10,184.38	-2,076.25	2,442.42	1,628.65	400.00	-12,502.13