MPC Committee Meeting Minutes

**MOGGILL PONY CLUB**

**Location**: Moggill Pony Club Grounds
**Date**: 19th August 2020
**Time**: 1900





* Meeting Opened : 1928

Present: Gemma Burger, Di Toll, Keirra Middleton, Belinda Ryder, Cheryl Nell, Rachel Green

Apologies: Sarah Pearce, Anna Hamilton, Tanya Holliman, Nick Green, Shane Toll

1. **Meeting Opening**
* Welcome and apologies
* Disclosure of conflicts of interest - nil
* Minutes of the previous meeting – moved Di Toll, seconded Belinda Ryder
* Business arising
* Correspondence -
1. **Reports and Matters for Decision**
* **President’s Report**

Our show jump day was a big success with numbers to our cap, everything ran smoothly, it was a wonderfully relaxed and enjoyable day with heaps of positive feedback to the organisation of the day, quality of the canteen and friendliness of all our members. Sponsors were Westvets, Caralee Labradoodles, Horseland and ALK Embroidery so please if you come across these businesses remember to thank them.

**Proposal:** Certificate of thanks be sent to the sponsoring businesses – Cheryl to do ALK embroidery; Anna to do the rest

**Covid Policy Measures**

EVA app seems to be working well, it would be useful to investigate how to attach the QR code image/link to our FB page and website, I will investigate.

**Council**

I have written to councillor Adermann to request funding for the following as part of our Hack Day activities:

|  |  |
| --- | --- |
| **Item** |  **Approx costing**  |
| Disabled access Toilet hire |  $ 650.00  |
| 300m Bunting |  $ 500.00  |
| 50 x Tread in posts for bunting |  $ 250.00  |
| 4 x Sandwich Board Ring Signage |  $ 1,100.00  |
| **Total** |  $ 2,500.00  |

**Response: $1200 from Councillor. To be spent on pigtails, decision to be made on signs. Keirra to approach Goodna Produce, Gemma to approach Brookfield Produce regarding pigtails with the promise of Hack Ring**

**Requests**

* I have received a request from the Withers family requesting a refund of their volunteer levy. Proof of payment (2012) and completion of volunteer hours every year since will need to be found for this to be refunded. Cameron Withers has requested twice so this will need to be expedited. I am under the impression that the Withers family have not completed their volunteer hours each year to meet the minimum requirements so it will be necessary to confirm their recorded volunteer hours for each year since they joined. Gemma to communicate with the Withers family that volunteer hours have not been completed as per the agreement consistently over the past few years, therefore entitlement not valid

Motion: The President’s Report be accepted into the minutes.

Moved Gemma Burger, Seconded Belinda Ryder

* **New member applications**

Belinda Cox – associate; Jane O’Leary, Merren Cooper

Motion: New member applications are approved. Moved Keirra Middleton, Seconded Gemma Burger

* **Treasurer’s Report**

**Profit and Loss Statement July and August 2020**

General points to note:

* August Sponsorship, Event fees and Sales brought in $3,900.22 (nett)
* Outstanding Invoice - No Outstanding Invoices.

Outstanding debtors.

o Julian Simmonds $500.00

o TMRP Signs $1,000.00

|  |  |  |
| --- | --- | --- |
| *MPC Cash P&L* | Jul-20 | Aug-20 |
|  |  |  |
| Transaction act balance c/o | $18,317.59 | $ 15,923.73 |
| Nominations Act c/o | $26.52 | $26.52 |
| Building Fund c/o | $903.70 | $903.70 |
| Term Deposit c/o | $5,773.74 | $5,773.74 |
| **Opening Cash on Hand** | **$25,021.55** | **$ 22,627.69** |
|  |  |  |
| *Deposits:* |  |  |
| Membership Dues | $ 81.00 | $300.00 |
| Canteen/Product Sales | $ 909.61 | $ 1,129.35 |
| Event Fees | $ 1,818.45 | $ 2,296.78 |
| Sponsorship | $- | $ 1,500.00 |
| **Total Deposits** | **$ 2,809.06** | **$ 5,226.13** |
|  |  |  |
| *Cash Expenses:* |  |  |
| Operations | -$ 1,910.08 | -$ 100.00 |
| Product Cost | -$ 574.66 | -$ 1,225.91 |
| Coaching & Training fees | -$ 1,710.00 | $- |
| **Total Operating Expenses** | **-$ 4,194.74** | **-$ 1,325.91** |
|  |  |  |
| **Cash From Operations** | **-$ 1,385.68** | **$ 3,900.22** |
|  |  |  |
| *Capital Sales/Purchases:* |  |  |
| Renovations | -1008.18 | $- |
| **Cash From Investments** | **-$ 1,008.18** | **$****-** |
|  |  |  |
| **Ending Cash on Hand** | **$ 22,627.69** | **$ 26,527.91** |

**Presented by Gemma in absence of Nick.**

**? if Julian Simmonds actually invoiced; ? outstanding from Moggill Barn. James to connect with Nick in regards to chasing up sponsorship payments, and renewals.**

**Possible investigation into changing banks to Heritage Bank. Nick to be responsible.**

Motion: The Treasurer’s Report be accepted into the minutes.

Moved Nick Green, Seconded Gemma Burger

* **Chief Instructor’s Report**

Meeting on Monday to discuss gymkhana on Sunday. Program has been distributed. Saturday set up 8-10.

2 riders doing C Certificate – Amelie and Fred.

**EOI Sasha Ulakowski as chief instructor**

* **Grounds and Maintenance report**
1. **Matters for Noting**
	* **Grants and Promotions report**

**Jump for Joy poles ?**

**Gemma to obtain quote for painted versus unpainted poles; investigate running a painting day in**

**conjunction with training day**

**$20K grant submitted for mower**

* + **Communications Report**

**Hack Day Sponsors to date**

Caralee Labradoodles

St Andrews Hospital

Dr Christian Rowan

Nicky Boersma and family

Luke Riding (farrier)

Champion Choice Browbands, Ribbons and Garlands

Fiona Dent?

Franklin Unique Finance and Property

Pullen Arena and Feed

Equine by Dzine Browbands and Show Accessories

**Nominate – Natasha Bilac**

4/8/20

I am just letting you know that the tshirt hack day had an error in the class setup. You need to have different numbers for each class for the system to work correctly.  I have fixed this up and adjusted the entries for you.

**Instagram**

5/8/20

Helen (?) has re-activated the MPC Instagram account to use for further reach for Hack Day advertising. We currently have 164 followers, are following 65 accounts and have posted 21 times. This will be a great initiative for our younger riders who prefer Instagram as a social media platform and gives them the opportunity to tag our account in stories.

**Moggill Electorate**

5/8/20 ongoing

Dr Christian Rowan has agreed to sponsor the Hack Day event. He will donate a gift basket to be raffled on the day (Rachel will collect). He will attend the event and is happy to present some ribbons.

**Natalie Scherwin** – membership cancelled and possible collaboration

6/8/20

She had previously asked about transferring membership to her son but has since decided to cancel it altogether.

Natalie is an animal nutritionist and works for a large vitamin and mineral premix company as their Technical Manager. She would be very happy to speak or do little workshops at pony club days/camps, just let her know some dates in advance and I can arrange something.

**Photographers for events**

10/8/20

After a Facebook post asking for Showjumping photographers, we enlisted Megan Purvis for the day. We also received a letter of introduction from Chris Seen offering his services for future events.

**Joanna Boyd**

17/8/20

Received a thank you email following the Showjumping event:

*“I just wanted to thank you and the Moggill Pony Club for a fantastic Show Jumping event that you held last Friday. From the moment we arrived to the completion of the event, all that were involved were very personable, helpful and well organised. We have not been to one of your events before, however will definitely be back and will encourage others. Keep up the good work.”*

**Jacquie Willsford**

18/8/20

Request for stable on Hack Day due to vet requirement. She has offered to volunteer on the day. Ph. 0413 742 085

**Nominate – Amy Hartman**

18/8/20

Confirming refund to Meryn Cooper for insurance levy for Hack Day as she has joined MPC as an Associate member.

* + **Events Report**

A quick update on last Fridays Show Jumping event.  It certainly was a great success and a fantastic turn out.  I thought everything ran very smoothly and efficiently.

As Gemma mentioned it was the first event where the First Aid person did not move from the tent, apart from coming to the canteen!!  We had an injury free day for both rider and horse.

We had some wonderful sponsors this year, thanks to Horseland for the 2 show rugs awarded to 6 bar champions.  We received a discount for the embroidery.

We also had Caralee Labradoodles who bought down 5 beautiful puppies for a bit of cuddle time and ofcourse Westvet who are always happy to be part of MPC.

The following donations were received:

Caralee Labradoodles $200

Westvet $500

Horseland 2 x free show rugs

* + **Canteen and Volunteer Coordinator’s report**

Takings:

July Muster – 26 July 2020

A quite muster as well got back into the swing of things.

Takings for the day $504.00

Total Costs $175.97

Profit $328.03

Zone 1 Instructor’s Clinic

Canteen was not requested by Zone 1 and only soft drinks & package food was available for sale.

Takings for the day $28.50

Unofficial Show Jumping Day – 14 Aug 2020

A good turn out, but food was aligned to cooler weather and it turned out to be a warm 28 degrees. Of interest due to how we all social distance while out people are choosing not to purchase food that requires them to eat at a table unless they are familiar to the club. Will keep food to a grab and go where possible.

Canteen:

Takings for the day $1,763.30

Total Costs $ 619.74

Profit $ 688.56

Judges meal costs: $35.00

Carry over of stock to Gymkhana: $50

Showbags:

Showbags were a hit, particular the chocolate bags, Anna purchased 40 of each, with Gymkhana and Hack Day in the near future we may like to consider purchasing more Bertie beetle & Kit Kat bags.

|  |  |  |
| --- | --- | --- |
|  | **In Stock** | **Sold** |
| Kit Kat | 6 | 34 |
| Lillipops | 28 | 12 |
| Red Skins | 26 | 14 |
| Bertie Beetle | 9 | 31 |

 Takings (91 x $5) $455

Cost (91 x $3) $273

 Profit $182

Issues:

Drinks fridge is labouring and the light is turning off as the compressor uptakes. This has been looked at and found a bent fan blade, unable to be fixed until compressor goes – it is on its way out. Good news is that this is only a $170 fix and we are not up for a new drinks fridge.

Volunteer: target those with zero hours. Decision made to keep volunteer hours the same (no reduction due to Covid). Ensure people have paid levies

* + **Uniform report**

Saddle pads have arrived (medium); small sizes have been ordered

Polo shirts have been ordered

Caps – logo, and Moggill Pony Club on back. Trying to keep price at $30

Jacket - $45 in black with a logo at front and back (logo extra). Firm up price before decision

Browbands

Brown vests

Website online ordering

Zone uniforms – sign in and sign out. $50 deposit to be paid

EOI long sleeve shirt for parents

* + **Zone report**

Blue card – committee and instructors to have Blue Cards

1. **Matters for Discussion**
2. **General Business**

**Dad’s corner at Hack Day in consideration of it being Father’s Day; find a sponsor (ideas of IGA, Bunnings, Mitre 10, BCF, Karalee Barber. Promote the day**

**Photo booth**

1. **Meeting Close 2110**