MPC Committee Meeting Minutes

**Location**: Zoom
**Date**: 9th August 2021
**Time**: 1900

**MOGGILL PONY CLUB**





* Meeting Opened: 1910

Present: Gemma Burger, Belinda Ryder. Keirra Middleton, Brent Doyle, Rachel Green, Nicky Boersma, Anna Hamilton, Helen Huie, Di Toll, Nick Green

Apologies: Carmen Coombes, Sarah Pearce

Meeting Opening

* Welcome and apologies
* Disclosure of conflicts of interest - nil
* Minutes of the previous meeting
* Business arising
* Correspondence
1. **Reports and Matters for Decision**

# President’s Report

Glad we got our cattle work rally in despite the extremely windy conditions, and it seemed that all riders had fun and enjoyed something a bit different. The canteen seemed to work well with several volunteers stepping up to the plate, Di Toll has been in touch and is planning to restock the essentials before next rally.

Great achievement at our working bee squeezing it in before lock down. It was fantastic to see some ideas come together and the jumps all looking safe and ready to go. I have not made any further progress on ordering new ones due to the restrictions on freight costs and border restrictions. Belinda has investigated some more local options which we will pursue further. The signage frames were also completed and installed but we are waiting on Artwork from BOQ and payment from Interior Exterior Builders before going to print.

With another lock down we chose this time to close the grounds for the first time given the proximity of local cases of covid. This was unanimously approved by a vote via FaceBook Messenger on Monday 2nd August 2021. The grounds were reopened, again approved via Facebook Messenger on Sunday 8th August 2021 with the following protocols in place:

- sign in with the QR code provided every time

- wear masks at all times other than when riding

- do not use the toilets unless absolutely unavoidable

- do not approach Robbie’s dwelling, we have a responsibility to protect his risk of exposure

- avoid using wash bays or stables

- bring antiseptic wipes to wipe down the gate and any other surfaces you touch after use

- socially distance at all time (1 horse length between you)

Plans for the hack day seem to be progressing, we will now need to start advertising. I will organize to add the listing to Nominate and have nominations open on the 22nd Aug. Councillor Adermann left me a voicemail today reaching out to us, before I return his call I wonder if we should consider things we might want to request? Maybe an ipad for use with the square? Other ideas? Help with a strategic plan? Nicky suggests a XC jump; Gemma also suggests paying for First Aid course

Dates requested to PCQ for SJ event 14th November as first preference, 4th October 2nd preference.

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

Moved Gemma Burger Seconded Belinda Ryder

**New member applications**

Nil

**Treasurer’s Report**

Not a lot of movement in accounts

$27406 transaction acct as of today

Invoices from work day – timber, hire of excavator

Sponsorship moneys have been received

Canteen moneys received

Outstanding bill payment from a member

Well done to Nicky for sponsorship efforts

Rates/utilities not due for a few months

$34000 in total across all bank accounts

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

Moved Nick Green Seconded Belinda Ryder

* **Chief Instructor’s Report**

Next rally August 29th, rescheduled due to Greenbank ODE. Current restrictions in place until 22nd August.

Plan is for in house ODE; instructors committee to meet to plan

September rally is forest ride. Will need to organise access to grounds for forest ride

Mention of how polite and kind our child members were in rally in July

* **Grounds and Maintenance Report**
* Cross Country Jump working bee went well with a good attendance. From memory outstanding works are works are as follows:
	+ Painting mural of concrete jump. Danielle Little to attend to
	+ Retaining of ditch jump (it is dug).
	+ Note we are one XC jump down as we were unable to save it.
* New bike lock style installed to front gate. Do we still want to look at the security camera install and lights? Lights – solar or electrical (to be discussed with electrician)
* New signage frames installed along Obrien road frontage with the trees cut back to allow installation. The frames need to be painted – this needs to be organized.  (target member who has not yet got hours)

The grounds are looking very good with the additional works carried out during the xc jump working bee including the works to the arena and round yards

**Moved Brent Doyle Seconded Gemma Burger**

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

Susan (Hudson’s Mum is interested in helping with grants)

* Events Report

Ribbons and garlands and sashes ordered and on their way

How many prizes are needed? – Anna has 2 contacts for prizes if needed

Helen had previously contacted Dr Show – they may be interested in providing sponsorship/prizes

Start volunteer organization

Tackle getting more sponsors

Ensure proper acknowledgement of sponsors

* Communications Report

Informal messages re memberships

FB requests to join members only – have been deleted after checking membership status

Push on social media for Hack Day

All invoices are now down

* Canteen Report

Check this afternoon on stock levels; has been restocked

Clearer details to be given on how it is to be left to avoid rodents etc

Generally, canteen has been left clean and tidy and members have been doing a good job

Has to be made clear the time that canteen can be wrapped up by

If tabs aren’t paid by end of rally this can be resolved after the rally

Rachel to approach members who have done canteen duty to write a post about how it wasn’t so scary

Proposal for volunteers doing next month’s rally to meet with current volunteers for handover

* Volunteer Coordinator’s report

Some still struggling with reporting hours

Volunteer hours are up

New members a little slow in recording

Di to send out reminder posts and emails re recording hours and/or to advise hours are a bit low

Some families have already reached their volunteer hours

TrackItForward working well to record hours; very expensive though

* Uniform report

Vests have been ordered and invoice has been sent

Audit has been done for current stock

Looking at options for sunshirts – Helen to investigate different options

* Sponsorship Report

Hack Day sponsorpshio as abve

Annnual sponsorship – SciFleet TBA; BRE has asked for a few weeks to make a decision as funds had been aloocated already

Annual invoice to Christian Rowan to be sent

Julian Simmons not paid

Zannows waiting for response

Hitching Post – waiting for response

* Zone report

New assessment for certificates – more practical than theoretical. New syllabus

Horse trials states cancelled

CT may still go ahead

States tetrathlon to go ahead

PC Nationals cancelled – a virtual competition to be held

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1. **Matters for Discussion.**

Di to send map of grounds to Helen to put in program for Hack Day

Beginner ring to be over near parking.

Nominations to be on Nominate, only pre-nomination

Show bags – EKKA cancelled therefore show bags available to purchase. Di to investigate purchase

EKKA strawberry ice cream – Di to investigate purchase

1. **General Business**

Current Covid restrictions max 10 people, no sporting fixtures for 2 weeks

Coaching and use of arena – discussion re fair use of arena. Length of time for individuals to use, lesson priority and number of people at one time in arena main focus of discussion. General consensus is that arena is to be shared, no one has priority. A time limit on use to be set; a maximum number of riders in the arena at one time to be set. Arena etiquette post to be made and sign placed on arena gate

Calendar to be created – post and email to members to gather info for lessons

Next meeting 6th September

1. **Meeting Close 2050**