

ANNUAL GENERAL MEETING

Minutes

Serpentine Horse and Pony Club, Karnup Road, Serpentine, WA
24th March 2018

Meeting Open

The meeting opened at 6.11pm. Jan Lawrie chaired the meeting.

Present

Member	Club	Name
Delegate	Avon Valley Showjumping & Pony Club	Suzette Davis
Delegate	Baldivis Equestrian & Pony Club Inc	Jeanette Hatch
Delegate	Central Midlands Pony Club	Jennine Smith
Delegate	Darlington Pony Club	Lauren O' Neill
Delegate	Dryandra Pony Club	Lara Skerrit
Delegate	Esperance Pony Club	Natahna Stone
Delegate	Gidgegannup Horse & Pony Club	Sara Roth
Delegate	Horseman's Pony Club	Rod Dowding
Delegate	Log Fence Pony Club	Jamie Sherlock
Delegate	Mingenew Pony Club	Bec Duane
Delegate	Moonyoonka Horse & Pony Club	Jennine Smith
Delegate	Mortlock Pony Club	Tanzi Carpenter
Delegate	Peel Metropolitan Horse & Pony Club	Dianne Ould
Delegate	Riverside Park Pony Club	Michelle Aslander
Delegate	Serpentine Horse & Pony Club	Anita Stacey
Delegate	South Midlands Pony Club	Kerrylyn Noden
Delegate	Swan Valley Horse & Pony Club Inc	Joe Goy
Delegate	Wallangarra Riding & Pony Club	Julie Conroy
Delegate	Walliston Riding & Pony Club	Anita Boaekelaar
Delegate	Wanneroo Horse & Pony Club	Maria Agnew
Delegate	Wooroloo Horse & Pony Club	Kerstin Schoen
Observer	Moonyoonka Horse & Pony Club	Jo Green
Observer	Horseman's Pony Club	Robyn Dowding
Observer	Wanneroo Horse & Pony Club	Mike Agnew
Observer	Swan Valley Horse & Pony Club	Jenni Bowman
Observer	Wallangara Riding & Pony Club	Linda Fletcher
Observer	Wanneroo Horse & Pony Club	Arlene Lockwood
Board	Pony Club WA	Wanda Longley
Board	Pony Club WA	Jan Lawrie
Board	Pony Club WA	Kevin Gianatti
Observer	Pony Club WA	Wayne Martin
Observer	Pony Club WA	Trudi Hall
Observer	Pony Club WA	Emma Lawrie
Observer	Pony Club WA	Lou Hardwick

**ANNUAL GENERAL MEETING
Minutes**

Serpentine Horse and Pony Club, Karnup Road, Serpentine, WA
24th March 2018

Apologies

- Deborah Spencer – Chairperson Pony Club WA Board
- Judy Rose – Board Director Pony Club WA
- Brooke Williams – Board Director Pony Club WA
- Rebecca Claxon – Board Director Pony Club WA
- Emma Kelly – Board Director Pony Club WA (resigned)

Minutes from the 2017 Annual General Meeting

Copies of the minutes of the 2017 Annual General Meeting were circulated to Member Clubs prior to the meeting and distributed to all delegates at the meeting.

Resolution: The minutes of the 2017 Annual General Meeting are accepted as a true and accurate record of the meeting.

Carried unanimously.

Carried: Walliston Riding & Pony Club

Second: Peel Metropolitan Horse & Pony Club

Business Arising from the 2017 Minutes

NIL

Chairperson's Report

Jan Lawrie presented an oration of the Chairperson's report included in the 2017 Annual Report.

2017 has been another year of change and progress within our organisation, in particular a rebranding and name change to Pony Club Western Australia.

Each year, the Board of Pony Club WA is becoming more established and the directors more comfortable with the responsibilities they hold on behalf of the organisation. Our directors continuously look to attend training sessions to further their skills and the Board have also advertised within the Australian Institute of Company Directors for appointed directors with specific skills sets to further strengthen our base.

The Board members would like to make special mention of fellow director Bec Claxon, who with her depth of knowledge and expertise in Governance has contributed immensely to the organisation and clubs in the writing of the new Constitution and helping in establishing the template for clubs.

Sadly, our CEO Nicole Kerr resigned from her position with Pony Club WA after a relatively short tenure to return to the Agricultural Industry. Our Member Development Officer, Trudi Hall, took on the position of Acting CEO whilst we embarked on a lengthy search to find a new CEO who would be the right fit for our organisation. Trudi went above and beyond taking on this task whilst still performing her duties as MDO and, along with the office staff, deserves our heartfelt thanks for keeping the organisation on track and minimising the disruption to the membership.

Mindful of our financial situation, the Board made the decision to employ a new CEO on a 0.6 FTE basis and after an exhaustive search were delighted to welcome Wayne Martin to the position in October 2017.

Our organisation is based on volunteers, some of whom also hold positions on the Sports Committees, Gear Checking Advisory Panel and the State Coaching Panel. These people work extremely hard on, the often thankless, task of developing, updating and revising their rules and regulations, in addition to running events and championships and dedicate much of their own time to moving the organisation forward. Our members' safety must always be at the forefront of our organisation, in this day and age where equestrian accidents are often in the spotlight. Gear checking and rules, whilst sometimes onerous, are the basis for safety and fairness in our chosen sport. Coaches are another integral part of the Pony Club movement and are ably assisted by both the State Coaching Panel and the Gear Checking Advisory Panel. The number of hours these groups spend meeting to ensure that our coaches and members receive up to date and correct information is testament to their dedication, and we hope that you all remember to thank them, and your club coaches, at every opportunity.

In 2017, budgetary constraints meant that we were unable to deliver any more 'roadshows' but members were encouraged to attend the Members Forum held in conjunction with the AGM. This will be an annual event and is a perfect place for members from throughout the State to get together and raise concerns or fresh ideas.

The 'Strive' programme funding was this year re directed to provide First Aid training, and Laser Pistol (Tetrathlon) training to members, both of which were wholeheartedly taken up by the membership. The 'Speed to Safety' initiative continues to flourish with support from Racing and Wagering WA and we have been delighted to see Tent Pegging, Vaulting and Hickstead/Hunter Trials

ANNUAL GENERAL MEETING

Minutes

Serpentine Horse and Pony Club, Karnup Road, Serpentine, WA
24th March 2018

start to become part of the Pony Club calendar. The 'Pop up Pony Club' initiative, again fully funded, ran for the first time at Zia Park in Gidgegannup with students from the Port Community School introduced to the joys of horses and riding under the Pony Club banner, and is a concept that we hope to further develop in the future. The Rider's Advisory Panel ran another River Cruise to allow older members to mingle in a social setting.

Governance and compliance are necessary requirement for any successful organisation, and the Board and office staff spend much time working alongside the Department of Sport and Recreation, Pony Club Australia and others ensuring Pony Club WA meets its obligations. Club executives have also had the added load of revising their individual club constitutions, following on from the roll out of the new Pony Club WA constitution, and the Sports and other Committees have reached a new level regarding Terms of Reference and budgeting. Certainly not the most 'fun' aspect of Pony Club and we thank all those who have worked so hard in these necessary areas.

Sponsorship and corporate partnerships are becoming increasingly competitive and we are thankful for the continued support of Heathway's and the Department of Sport and Recreation. We are also delighted to welcome exciting new sponsorship initiatives from Gallagher and Horseland, and a partnership with HIF and Specsavers as we move into 2018. We must also not forget the many businesses and individuals who support activities at club, competition and Championship level, without them many, many opportunities for our members would be lost.

The backbone and strength of Pony Club is the working rally and this 'grassroots ' area of Pony Club at individual club level must always be at the forefront of our organisation. We are also all very proud of the opportunities we can provide, and the members who have represented us at National and International level in 2017. 2018 will see more of these high-profile opportunities become available to our members, the roll out of the Val Polich Memorial Scholarship, the continuation of the Annual Eventing Scholarship and other initiatives aimed to encompass all levels of Pony Club.

The Board of Pony Club WA would like to thank each and every person who has supported and contributed to Pony Club in Western Australia in 2017. We are looking forward to seeing much of the hard work spent over the last 3 years lifting our organisation to a new level coming to fruition in 2018 and being of genuine benefit to the membership.

Deborah Spencer

Carried: Wallangara Riding & Pony Club
Second: Baldivis Equestrian & Pony Club Inc.



ANNUAL GENERAL MEETING

Minutes

Serpentine Horse and Pony Club, Karnup Road, Serpentine, WA
24th March 2018



Financial Report

Kevin Gianatti presented the following Financial Report.

The income for Pony Club Western Australia Inc for 2017 was \$529,198 (Audited) which saw the Association have a decrease in income by approx. \$78K. The decrease in income was attributed from our membership base decreasing again resulting in a decrease of \$32K, Sporting income by \$13K, Development income by \$7K and Sponsorship funding by \$23K. The tougher economic climate has seen not only our sport finding it harder to generate income but also across all sporting organisations. Also, members are deciding if to continue in their sport with a sporting association due to increasing costs year upon year.

Government Grants and Sponsorship are also becoming increasingly difficult to obtain and especially in the case of Department of Local Government Sport and Cultural industries only offering OSP funding and any project funding requires us at Pony Club Western Australia Inc to think "outside the square" to increase the level of funding and to do this sometimes organisations have to invest money in new initiatives. In the past 12 months we were lucky to receive funding to support the development and build of our new Web Site and also fund the Junior Development Leadership program. We also secured Healthway funding to support our Healthy Canteen program and sponsor each of the State Championships.

As with most businesses in the current economic climate our expenses of \$569,192 in 2017 have to be monitored closely to make sure we are accounting for all budgeted items listed, but when income has also decreased, and expenses remained the same then Pony Club Western Australia Inc has had to become more creative to control its costs across the board. One way was employing a new CEO on reduced hours and decreasing staffing numbers that has allowed the Association to decrease salaries to the group by \$100K in the past 12 months. Net result to the Association has seen a loss of \$39,808 for 2017 compared to \$120,629 in 2016.

There is good news though, that if we look at certain expense items being firstly a non-cash item in Depreciation of \$14,442 and the "one off" write-off of non-existence stock of \$27,898 = \$42,340, leaves the Association in an adjusted profit position of \$2,532 for the year ended 2017.

As of 31st December 2017, Cash Assets (money in bank) were \$182,475 with total assets being \$267,436. The Associations Liabilities were \$23,486 resulting in net asset surplus of \$243,950 compared to \$282,082 at the end of 2016.

The Association's Audit and Finance Committee have worked hard to make sure that we continued to have good governance and that Pony Club Western Australia Inc could ride through the changes that were needed to be implemented to allow stability for the future.



ANNUAL GENERAL MEETING

Minutes

Serpentine Horse and Pony Club, Karnup Road, Serpentine, WA
24th March 2018



Income funding across all areas within the Not for Profit Industry has seen for increased governance reporting to our funders as well as project reporting before they will release any funds. Pony Club State Office staff work tirelessly developing programs of benefit to all members and they scope out and build funding submissions to seek the required funds to allow us to rollout our initiatives. The Board will continue to work with the Audit and Finance Committee, Chief Executive Officer and Staff around strong financial control and governance to make sure the sustainability of our Association.

HGT Partners were engaged as the Auditors of Pony Club WA for 2017 and Board recommends that members support the re-engagement of HGT Partners for 2018.

Resolution: The audited financial statements for the year ended 31 December 2017/2017 and re-engagement of HGT Partners as Auditors are accepted.

Carried unanimously.

Carried: Peel Metropolitan Horse & Pony Club
Second: Riverside Park Pony Club

Annual Report

Jan Lawrie presented the Annual Report as a finalised report for 2017 and has been published on Pony Club Western Australia Inc. Website.

Carried: Peel Metropolitan Horse & Pony Club
Second: Horseman's Pony Club

ANNUAL GENERAL MEETING

Minutes

Serpentine Horse and Pony Club, Karnup Road, Serpentine, WA
24th March 2018

Motions from Member Clubs

Notice of Motion Lodge by Wanneroo Horse and Pony Club:

- ❖ Pony Club Western Australia creates and convenes a process which brings together member club presidents annually, or when requested by the majority of member club presidents, for the purpose of creating a platform whereby clubs can present directives to Pony Club Western Australia Inc. for action and/or implementation.
- Presented by Mike Agnew on behalf of Wanneroo Horse and Pony Club, to empower club presidents to meet as a collective to discuss what is happening within Pony Club WA, what issues, opportunities are happening and are available to clubs and what clubs want from Pony Club WA.
 - Anita Stacey from Serpentine Horse & Pony Club asked Mike Agnew how can you logistically bring all presidents together due to the distance and costs?
 - Dianne Ould from Peel Metropolitan Horse & Pony Club asked if Presidents would connect by email due to logistics?
 - Mike Agnew from Wanneroo Horse & Pony Club advised if this is easiest medium to connect by email then this could be the solution.
 - Suzette Davis from Avon Valley Showjumping & Pony Club advised that we can already do this process by connecting to each President via email on topics.
 - Mike Agnew from Wanneroo Horse and Pony Club advised to the Quorum of delegates that the process is to centralise the connection at one point for all presidents being able to be connected to the one location for a forum of discussions with each other.
- Pony Club WA Board presented that under the constitution, clubs and presidents have the opportunity to meet at the AGM and Members forum as a collective to discuss, issues, opportunities and what they are seeking. Board also advised that for clubs and presidents that this mechanism is already in place for them to present issues, opportunities to State Office to be tabled at the monthly Board meeting for discussion and/or resolution.
- Pony Club WA Board also advised that Club Presidents can obtain information and contact details of each other's clubs and presidents that would allow them to network openly and many clubs already do this in their zones.
- Kevin Gianatti suggested that Club Presidents could also operate a closed Facebook group, that would allow them to post discussion topics.
- Mike Agnew presented right of reply, requesting easier access for presidents to have contact to bring issues, opportunities and have open discussions that will allow them to be tabled to the board meeting outside of the AGM and Members forum.

Member Delegates and Proxies discussed and voted, and motion is carried.

ANNUAL GENERAL MEETING

Minutes

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24th March 2018

Election of Directors

Two nominations were received for the vacant elected director positions. Nominations were received from:

- Jan Lawrie
- Mike Agnew

Jenni Bowman and Aileen Lockwood were appointed as Returning Officers. Kevin Gianatti instructed delegates how the vote would be conducted. The Returning Officers collected the ballot papers and tallied the votes.

The Returning Officers provided the results of the vote to Kevin Gianatti. Kevin Gianatti announced the results to the elected directors:

- | | | |
|--------------|---|---------|
| • Jan Lawrie | - | Elected |
| • Mike Agnew | - | Elected |

Meeting Close

The meeting closed at 6.43 pm.



Jan Lawrie
Deputy Chairperson

24-3-2018

Date