

MAKING A DIFFERENCE

Club and Zone News

September 2004

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2005 Key Event Dates

5-6 February	Dressage and SJ
30 April-1 May	State Horse Trials
21-22 May	Zone Teams
28 August	AGM/Conference
4 Sept	Speed to Safety
1-2 October	State Games
3-6 November	Equitana

From the Executive Officer



Membership continues to be strong with 7190 members already rejoined this year which is ahead of last years renewal.

I have visited 9 zones and seen over 400 club officials talking about uniforms, insurance and Healthy and Welcoming Clubs. The response has been fantastic and thank you to the delegates who have attended some of the biggest and best attended zone meetings.

The AGM and Conference was a valuable day with some really great items for discussion such as Age, Grading, Websites, Uniforms, Fundraising.

The Nationals are coming—Western Australia 5-13 July 2005. Victoria is sending a team. The expression of interest forms are contained in this mailout. It looks like a great format and we really encourage members to apply for this opportunity to represent Victoria. PCAV has set aside \$25,000 to assist the team expenses. Being WA, it is not the cheapest exercise.

Police Checks are coming next year for a number of key pony club positions. This will be a big step forward in ensuring that young riders have suitable persons taking care of them at all times.

New membership forms and instructor forms have been endorsed by the State Council and a copy is being sent to all clubs for use by clubs.

New Code of Conducts for riders, parents, spectators were approved and are now applicable to all levels of pony club.

The Tests and formats were approved for the Championships next year. Clubs and Zones can now start their preparations for these major events next year.

Due to staff changes, the office will close on 25 December 2004 and re-open on 27 January 2005. There will be no orders done

during that time but I will be processing membership cards etc and urgent enquiries.

Big, big news—the State Council has changed the date and location of the State Games next year. The State Games, Flat Teams and Musical Ride will be held at Werribee on 1/2 October 2005. In previous years and now with the Zone Teams Challenge, there are too many events squashed together.

Suanne Waugh is going on maternity leave from 8 October 2004 and we all wish her well for the arrival of her first bub.

Clubs are being asked to vote on the age limit being increased to 25 years. Victoria is now the only state still at 21 years. Make sure your club has it's say before this issue is finalised.

First Aid courses are being conducted in every zone before Christmas. Please see your Club Secretary if you wish to gain a Level 2 First Aid Certificate paid by the State.

James Fitzpatrick

Executive Officer

Katrina (left) and Melissa Doodt practice for Speed to Safety

Thanks to the Ballarat Courier for use of the picture.



First Aid Training

Courses

The dates for the First Aid Courses are

Barwon	3/11
Central	8/12
East Gippsland	24/11
Midland	7/12
Northern	17/11
North East	16/11
North Metro	26/10
South Metro	27/10
Wannon	14/12
West Gippsland	23/11

The course is a great format. Participants get a workbook to go through a home the month prior. They then come in and do a 3-4 hour practical session.

That's it—they have then achieved a Level 2 First Aid Certificate accredited through Swinburne.

PCAV is funding the course costs.

Please give your Zone Chief Instructor a call or the office for more information.

Each club is being sent an Application Form to register your club participant.

Free Rules On The Website

The rules will now be available on the website.

The State Council want as many riders and officials as possible to have access to the rules.

The rules will continue to be available from the State Office in printed booklets for \$4.

This is a big step forward in assisting everyone in the pony club movement to have access to and gain an understanding of the rules which will also include updates etc much quicker than the old printed methods.

Go to :

ponyclubvic.org.au

John Barlee and Stephen Coffey at the AGM

C Workbooks

C Workbooks are back on sale. Clare Lewin, the State Coaching Director, has reviewed the content. This workbook is Sue Kukawski's notes on the APCC Syllabus and the workbook should be used as one of many resources.

Rules and Publications Sub-Committee

The following people were elected to the Rules Sub-Committee:

- John Barlee
- Anthea Sutherland
- Wendy Olenick
- Neil Clinton
- Kaye Blanchard

The following people were elected to the Publications Sub-Committee:

- John Barlee
- Wendy Olenick
- Neil Clinton

New Code Of Conducts

PCAV has developed a new Code of Conduct to be used by all levels of pony club. This code covers International, National, State, Zone and Club activities.

There is a code for Riders, Parents, Spectators, Instructors, Officials and administrators.

It is really important that we all have a code to act within. Code of Conducts are the model in which we behave at all levels of the organisation.

Breaches of the code should not be tolerated.

It is an Australian trend that the number of volunteers in sport is decreasing which is mainly due to breaches in the code of conduct.

As a movement, pony clubs must support and protect their officials and riders from inappropriate behaviour.

I hope the code of conduct goes one step in clarifying the conduct that we expect.

The PCAV Code of Conduct is endorsed under the



Governance Motions

The next project is to write a draft revised Constitution based on the feedback from clubs.

It is hoped to have the draft submitted to the November State Council Meeting and when ready circulated to clubs and finally voted upon.

Motion 1

State Councillor name change 81% YES

Motion 2

Recognise individuals in the rules 86% YES

Motion 3

Association Members 81% YES

Increasing the Age Limit to 25 Years

From the PCAV Conference, the State Council was instructed by clubs to review the Age Limit once again.

The vote at the conference was 66% in favour of increasing the age from 21 to 25 years.

Victoria is now the only State in Australia that has not increased its age to 25 years.

Last time clubs voted in 2003 it was 54% in favour.

The Age Limit is a Bylaw and controlled by the State Council.

In view of keeping clubs with a major say in the organisation, the State Council has decided that due to changing national circumstances that the clubs be requested to vote on increasing the Age Limit to 25 Years.

The State Council are going to have one last attempt to resolve this long standing debate with a club vote.

State Council will use the data from the vote to come to a decision at the February 2005 State Council Meeting.

Whatever the outcome, we will put this debate to rest for many years from February 2005.

Note
these
in your
diary

2005 State Event Dates

January 27	Office Re-opens
February 5&6	State Dressage & Showjumping Championships Tonimbuk WGZ
February 7	State Council Meeting
April 12	State Council Meeting with CIP Workshop
April 30-May 1	State Horse Trials Rosedale EGZ
May 21&22	Zone Teams Challenge Werribee
July 26	State Council Meeting
August 28	AGM/Conference (North Metro)
September 4	Speed to Safety Flemington
September 13	State Council Meeting focussing on Rules
October 1&2	State Games, Flat, Musical Werribee Park NEC
November 3-6	Equitana Melbourne Exhibition Centre
November 8	State Council Meeting

**NEW
VENUE**

**NEW
DATE**



Cassie Fitzgerald and Stacey Lucas-Vassallo
Speed to Safety Winners

State Dressage and Showjumping Champs—Tables

5 & 6 FEBRUARY 2005

Tonimbuk—West Gippsland Zone

Saturday Showjumping

Event 1 Two Rounds Article 273

Round 1 Table A

Round 2 Table A

Jump-Off

Event 2 Accumulator Table 269

Pony Club Points Scoring

Sunday Dressage

Grade 1 Tests D&G

Grade 2 Tests C&E

Grade 3 Tests B&D



2004 Speed to Safety—Flemington Racecourse



Grade 1/2

1st	Stacey Lucas-Vassallo	Monash	8.02
2nd	Shay Smith	Heytesbury	8.20
3rd	Sarah Lea	Bendigo	9.11
4th	Sally Corcoran	Bendigo	13.76
5th	Narelle McPhee	Drouin	14.40
6th	Melissa Doodt	Ballarat	14.78

Grade 3/4

1st	Cassie Fitzgerald	Oaklands	2.79
2nd	Katrina Doodt	Ballarat	4.53
3rd	Melissa Kleinsmit	Cockatoo	7.76
4th	Lauren Sergeant	Kangaroo Ground	9.14
5th	Constanze Green	Cannibal Creek	9.75
6th	Kimberley Corcoran	Bendigo	10.42

Membership and Finance



The current membership for the year ended with 7190 which is 200 higher than this time last year.

The surplus to August was \$30,068 which was a better than budgeted outcome. The following NET surplus from each of the cost centres were reported:

Trading Shop	\$9,136
Events	(\$3,244)
Administration	(\$4,720)
Grants	\$47,631
Zones/Instruction	\$25
Insurance	(\$18,760)

National Mounted Games

The Senior National Mounted Games Team was selected and ratified by the State Council.

Coungratulations to

Albertina Pol

Derk Pol

Andrew Rodaughan

Scott Cruise

Ryan Davis

Elyse Davis (Reserve)

Victoria is hosting the Senior NMG National Championships in December at WPNEC.

Helmet Standards for 2005



From 1 February 2005, the acceptable helmet standards for APCC and PCAV will be

AS/NZS3838

EN1384

ASTMF1163

Helmets must be presented with membership cards for at the commencement of events.

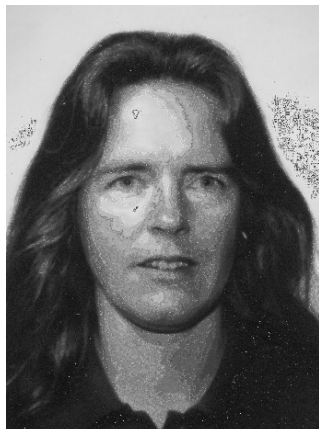
The only acceptable helmet in 2004 is the AS/NZS 3838.



Also congratulations to Marilyn Healey and Albert Pol for being named Coach and team Manager for 2005.

The National Mounted Games Sub-Committee positions were deferred to the November Meeting.

2004/2005 Zone Chief Instructors



Congratulations to the following persons who were appointed Zone Chief Instructors:

Barwon	Maxene Argento	*
Central	Wendy Abey	*
East Gipps	Sonya Perkins	*
Midland	Aileen Marshall	*
Northern	Narelle Bond	*
North East	David Mortimer	*

North Metro	Prudence King	*
South Metro	Sally Francis	*
West Gipps	Oriel Gardiner	*
Wannon	Anthea Sutherland*	

* Returning

CODE OF CONDUCT

Participants/Riders

- ★ Participate and compete within the rules.
- ★ Never argue with an official. If you disagree, discuss your concerns with the organising committee or use official protesting procedures to lodge your complaint.
- ★ Control your temper. Verbal abuses of officials, organising personnel or other individuals are not acceptable or permitted behaviours in any sport.
- ★ Work to better yourself there is always satisfaction in improving your performance.
- ★ If working in a team, work to support your teammates and be positive about your teammates performance.
- ★ Be a good sport.
- ★ Treat all participants in your sport, as you like to be treated.
- ★ Cooperate with your coach, teammates and organising personnel. Without them there would be no competition or activities to be involved with.
- ★ Participate for your own enjoyment and benefit, not just to please parents and coaches.
- ★ Respect the rights, dignity and worth of all participants regardless of their gender, ability, cultural background or religion.

Parents/Guardians

- ★ Remember that children participate in sport for their enjoyment, not yours.
- ★ Encourage children to participate, do not force them.
- ★ Focus on the child's efforts and performance rather than winning or losing.
- ★ Encourage children always to play according to the rules and to settle disagreements without resorting to hostility or violence.
- ★ Never ridicule or yell at a child for making a mistake or losing a competition.
- ★ Remember that children learn best by example. Appreciate skilful performances by all participants.
- ★ Support all efforts to remove verbal and physical abuse from sporting activities.
- ★ Respect officials' decisions and teach children to do likewise.
- ★ Show appreciation for volunteer coaches, officials and administrators. Without them, your child could not participate.
- ★ Respect the rights, dignity and worth of every young person regardless of their gender, ability, cultural background or religion.

Officials

- ★ Understand and accommodate the skill levels and needs of young people.
 - ★ Compliment and encourage all riders.
 - ★ Be consistent, objective and courteous when making decisions.
 - ★ Condemn unsporting behaviour and promote respect for all individuals.
 - ★ Emphasise the spirit of the game rather than the errors.
 - ★ Encourage and promote rule changes, which will make participation more enjoyable.
 - ★ Be a good sport yourself. Actions speak louder than words.
 - ★ Keep up to date with the latest trends in officiating and the principles of growth and development of young people.
 - ★ Remember, you set an example. Your behaviour and comments should be positive and supportive.
 - ★ Place the safety and welfare of the participants above all else.
 - ★ Give all young people a 'fair go' regardless of their gender, ability, cultural background or religion.
-

CODE OF CONDUCT

ZONE TEAMS CHALLENGE INFORMATION—21st & 22nd May 2005

THE COMPETITION

A Horse Trials event at PCAV Grade 3 and 4 level for qualified combinations. 12 riders for each grade from each Zone will be selected and will make up teams of 4 with the 3 best scores to count for final total. Each team will have its own identity and team members are encouraged to think up imaginative names for their team.

THE DATE

Saturday 21st and Sunday 22nd May, 2005

THE VENUE

National Equestrian Centre, Werribee Park

THE COST

\$55 per rider

(Inc facility fee of \$5.00 for Werribee Park)

HOW TO ENTER

An Expression of Interest is to be completed by each rider and signed by their District Commissioner. This is to be sent to their Zone Representative who will select the 12 riders on previous performances

THE RULES

The competition will be run under PCAV rules. Riding members must have attended 50%, and Associate Members 25% of rallies in the past 12 months and have a minimum of 2 rallies on the horse they wish to enter. The combination must be graded by the District Commissioner and have completed at least two ODE's at the appropriate level. Any rider who has been in pony club for more than two years and is over the age of 13 years must have attained their "C" certificate. See further notes below.

GENERAL CONDITIONS

- ★ This event is conducted by the Pony Club Association of Victoria Inc.
 - ★ All competitors enter at their own risk and the organisers will not be held responsible for any accident or injury to riders, horses or spectators
 - ★ The Zone Teams Challenge will be run under PCAV rules taken from the PCAV Horse Trials Rulebook, Print: August 2004
 - ★ The Dressage Test will be taken from the PCAV Dressage Rules for Pony Club August 2004.
Grade 3 : Stage 3 Test D (Sand Arena)
Grade 4 Stage 4 Test D (Grassed arena)
-

New Website

The new website, membership database and events database is well underway with the site starting to take shape.

Feel free to have a look at

www.ponyclubvic.org.au

The rules are on-line, Council Minutes, the Speed to Safety results are on-line just to name a few.

It is going to take some weeks to get the site to a satisfactory level—but have a browse and watch our work as we progress. Remember, the site is only being developed so no feedback until we say it's fully operational and ready (2005). I imagine that over the rest of September and October, the state site will really grow.

In November we will concentrate on Zone information. Then in the quiet time of December/January we will have a good attempt at clubs.

This new website houses all our membership and events information. In time (2005), club secretaries will be issued with a password and they will be able to view, update membership and events information on-line. We will be running training for club secretaries in 2005 on how to use this technology. Clubs will be able to update their own website contained within this site. If you can use Microsoft Word then your club can manage it's own website. Clubs who already have a standalone website, we will be linking that site to your club pages with ponyclubvic.org.au

The end result will be a system that clubs, zones, state share to manage our data that is accessible at every level by nominated club delegates.

With the support of Sport and Recreation Victoria, PCAV is paying for all development and hosting of the site.

From January 2005, we will only be running one website. For the time being, the two sites will sit side by side whilst we develop new modules such as the on-line shop.

This is an enormous, exciting project and we invite you to experience this journey with us.

Life Membership

Two members were honoured with PCAV Life Membership at the Annual General Meeting. Mr John Barlee (South Metro) and Mr Ian Wardell (retiring Treasurer) were awarded Life Membership after extraordinary service to the PCAV.

Mark Hanley was awarded the Distinguished Service Award for his contribution to the web-



John Barlee
accepts his Life
Membership

New State Councillors

Our new PCAV
Treasurer
Janice Ray received a welcome from
President



Our new Zone
Reps Ron Gates
SMZ (left) and
Vicki Kneebone
WGZ are
introduced



MINUTES

Held at PCAV State Office "Irving House" 12 Warleigh Grove North Brighton,
on Tuesday 14th September, 2004 at 10.00am.

1. OPEN MEETING 10AM

2. PRESENT / APOLOGIES

Present: President – Stephen Coffey, Vice President – Neil Clinton, Vice President – Jan Faulkner, Treasurer – Janice Ray, CZ – Glenda Perry, EGZ – Stephen Bragg, MZ – Kaye Blanchard, NMZ – Wendy Olenick, NZ – Fiona Matheson, NEZ – Jess Hull, SMZ – Ron Gates, WZ – Petie Marshall, WGZ – Vicki Kneebone

EO – James Fitzpatrick, SCD – Clare Lewin, OA – Suanne Waugh

Apologies: BZ – Phillip Cobbledick

3. CONFIRMATION OF THE MINUTES (27th July 2004)

Moved: Stephen Bragg

That the Minutes 27/07/04 be approved.

Seconded: Fiona Matheson

Carried

4. CODE OF CONDUCT HEARING

The President briefed the State Council as to his visit with Neil Clinton to Macclesfield Pony Club, the letter exchanges, and the and the outcome of communications.

He outlined the process of the morning hearing at 10.30am.

The State Council and Macclesfield Pony Club had received copies of all written correspondence.

Hearing opened 10.30am.

Ryan Davis addressed the State Council.

Simon Garnett (Macclesfield Pony Club) addressed the State Council.

Marilyn Healey (National Mounted Games) addressed the State Council.

The State Council had a discussion including the previous motions of 27 July 2004.

Moved Neil Clinton

1) That the State Council suspends Ryan Davis from the NMG Development Squad and he will not be eligible for selection to the NMG Senior Championships Team for a period of 12 months.

2) That Ryan Davis and Phillip Davis not be permitted to participate in any capacity in the State Games, Flat Teams & Musical Ride Championships for 12 months.

3) That an appropriate letter of apology from Ryan Davis be directed to the State Games Committee.

4) That the State Council write a letter to Macclesfield PC to express their disappointment in the behaviour of some of the Club members at the State Games, Flat Teams & Musical Ride Championships and that further instances of this type of behaviour may result in disaffiliation.

5) That the resolutions 1 and 2 be suspended for a period of 12 months from 14/09/04 and that any inappropriate behaviour during this time will result in immediate imposition of the penalties above.

Seconded Wendy Olenick

Carried

Ryan was informed of the outcome.

The President closed the hearing at 11.40am.

5. BUSINESS ARISING FROM THE MINUTES

- 5.1 Items held over to November Meeting
- 2005/2006 Training
 - Sponsorship
 - Zone Authority Motion
 - Rules re-write for governance motions
 - DCI Training
 - Organisational communication flow
 - Commencing an asset review

ITEMS FOR CONSIDERATION AND DECISION

6. ORGANISATIONAL

- 6.1 2005 Meeting Dates
 Moved: Kaye Blanchard
 That the meeting dates for 2005 be as follows:

JANUARY

- 1-26 Office Closure
- 27 Office Reopens

FEBRUARY

- 5/6 State SJ and Dressage Championships Tonimbuk
- 6 Executive Meeting (8-10am morning) Tonimbuk
- 7 Council Meeting (10am - 3pm) Brighton

MARCH

- 22 Executive Meeting

APRIL

- 12 Council Meeting with CIP Workshop
- 30 State Horse Trials

MAY

- 1 State Horse Trials Championships
- 21 Zone Teams Challenge

JULY

- 12 Executive Meeting
- 26 Council Meeting

AUGUST

- 28 AGM/Conference (North Metro Zone)

SEPTEMBER

- 4 Speed to Safety
- 6 Executive Meeting
- 13 Council Meeting focusing on rules

OCTOBER

- 1-2 State Games, Musical Ride, Flat Teams Championships
- 25 Executive Meeting

NOVEMBER

- 3-6 Equitana
- 8 Council Meeting

Seconded: Jess Hull

Carried

6.2 2005 State Showjumping and Dressage Format (WGZ)

Moved Vicki Kneebone

That the format be approved as follows

5 and 6 February 2005

Saturday

Showjumping

Event 1 Two Rounds Article 273

Round 1 Table A

Round 2 Table A

Jump-Off

Event 2 Accumulator Table 269

Pony Club Points Scoring

Sunday

Dressage	Grade 1	Tests D&G
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	Grade 2	Tests C&E
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	Grade 3	Tests B&D
--	---------	-----------

Equality is acceptable.

That Vicki Kneebone include a full scoring system in the program.

Seconded: Wendy Olenick

Carried

6.3 2005 State Horse Trials (EGZ)

Moved: Stephen Bragg

That the Dressage Tests and judges be approved.

Stage 1	Test 2
---------	--------

Stage 2	Test C
---------	--------

Grade 1 Judges	Bev Shandley
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	Mary Longden
--	--------------

Grade 2 Judges	Bev Weir
----------------	----------

	Bev Milner
--	------------

	Heather Notting
--	-----------------

	Sonia Perkins
--	---------------

Seconded: Ron Gates

Carried

6.4 Account Signatories

Moved: Janice Ray

That the signatories for the PCAV Cheque Account, V2 and Fixed Term Investments be Stephen Coffey, Janice Ray, James Fitzpatrick, Suanne Waugh, Jennifer Goard with any two to sign on cheques.

That Ian Wardell be removed as a signatory.

Seconded: Neil Clinton

Carried

6.5 Internet Banking

Moved: Janice Ray

That the PCAV establish internet banking with ANZ.

That Jennifer Goard be authorised a limit of \$1000 with James Fitzpatrick signing the printout on file.

That James Fitzpatrick be authorised a limit of \$8000 with Janice Ray signing the printout on file.

That all amounts over \$8000 require the signed permission of Janice Ray prior to the transaction.

That Janice Ray have passwords to view files daily on-line.

Seconded: Neil Clinton

Carried

- 6.6 Office Closure
 Moved: Janice Ray
 That the office be closed from 25 December 2004 to 26 January 2005.
 Seconded: Jan Faulkner Carried
- 6.7 AGE to 25 Years
 After much discussion as to the pros and cons, the State Council reached a decision on age limits.
 Suggestions included a 3 tier system riding, associate, adult members – keep competitions separate where adults cannot ride against young kids.
 They must run under the current rule book.
 That it goes out to a vote at clubs.
 Could not see the value in it for the youth movement.
 International definition is 26 years.

 Kaye Blanchard moved
 That all clubs be asked to vote on increasing the age to 26. Voting closes on 17 January 2005.
 The State Council will review the data at the February 2005 State Council Meeting.
 Seconded Fiona Matheson Carried
- 6.8 Grading Points System
 Moved Wendy Olenick
 That the CIP develop a model for discussion.
 Seconded: Neil Clinton Carried
- 6.9 State Dressage and Showjumping Format and Dates from 2006
 March would clash with dates.
 Qualifiers too far from event.
 Long weekend in March has too much on.
 In general, March is very busy with events.
 That the State Dressage and Showjumping Championships be moved to March each year.
Lost

 Moved Jess Hull
 That the date and format for Dressage and Showjumping Championships be over one or two days in the second weekend in February.
 Seconded Stephen Bragg Carried
 Vicki Kneebone and Kaye Blanchard voted against
- Moved Wendy Olenick
 That the Flat Teams, Musical Ride, Games Championships be moved to Werribee Park National Equestrian Centre on the weekend of 1/2 October 2005 onwards.
 Seconded Glenda Perry Carried
- 6.10 Zone Chief Instructor Appointments
 Moved: Jess Hull
 That the following Zone Chief Instructors be approved for appointment:
- | | | | | |
|----------------|-------------------|---|---|-----------|
| Barwon | Maxene Argento | * | | |
| Central | Wendy Abey | * | | |
| East Gippsland | Sonya Perkins | * | | |
| Midland | Aileen Marshall | * | | |
| Northern | Narelle Bond | * | | |
| North East | David Mortimer | * | | |
| North Metro | Prudence King | * | | |
| South Metro | Sally Francis | * | | |
| West Gippsland | Oriel Gardiner | * | | |
| Wannon | Anthea Sutherland | * | * | Returning |
- Seconded: Fiona Matheson Carried

6.11 Rules Sub-Committee Appointments

Moved: Jess Hull

That the following persons be on the Rules Sub-Committee for 2004/05.

John Barlee

Anthea Sutherland

Wendy Olenick

Neil Clinton

Kaye Blanchard

Seconded: Vicki Kneebone

Carried

6.12 Publications Sub-Committee Appointments

Moved: Jess Hull

That the following persons be on the Publications Sub-Committee for 2004/05.

John Barlee

Wendy Olenick

Neil Clinton

Seconded: Kaye Blanchard

Carried

6.13 National Mounted Games Coach Appointment

Moved: Wendy Olenick

That Marilyn Healey be appointed the National Mounted Games Coach for Senior and Junior Teams in 2005.

Seconded: Petie Marshall

Carried

6.14 National Mounted Games Team Manager Appointment

Moved: Wendy Olenick

That Albert Pol be appointed the National Mounted Games Team Manager for Senior and Junior Teams in 2005 subject to not having a child in the team.

Seconded: Petie Marshall

Carried

6.15 National Mounted Games Sub-Committee Appointments

Held over to November State Could due to short nominations.

6.16 National Mounted Games Senior Team Selection (Victoria Dec 2005)

Moved: Wendy Olenick

That the following people be approved as selected in the Victorian Senior NMG Team to represent Victoria at the Senior National Mounted Games Competition in Victoria (Dec04).

Albertina Pol

Derk Pol

Andrew Rodaughan

Scott Cruise

Ryan Davis

Elyse Davis (Reserve)

Coach Marilyn Healey

Team Manager That NMG submit to the PCAV Executive a new Team Manager as there is a directive from the APCC to avoid possible conflict of interest.

Seconded: Jess Hull

Carried

6.17 Membership and Instructor Forms

Moved: Glenda Perry

That the Membership Form and Instructor Forms and Code of Conducts are compulsory for clubs to collect.

That the Medical History Form be optional for clubs.

That these forms be held at club level in a secure place with controlled access.

Seconded: Ron Gates

Carried

6.18 Code of Conduct

Moved: Jess Hull

That the Codes of Conduct be implemented for all PCAV events including International/National/State/Zone/Club and to be incorporated into the PCAV Handbook and Bylaws with immediate effect.

Seconded: Neil Clinton

Carried

6.19 National Police Records Checks

Moved: Janice Ray

That the following positions be required to have a National Police Records Check in May 2005
PCAV Executive, PCAV Staff, Zone Representatives, Zone Chief Instructors, Club District Commissioners

Club Re-imbursed instructors

Club Paid Instructors

That the State pays the costs of the search for

PCAV Executive, PCAV Staff, Zone Representatives, Zone Chief Instructors, Club District Commissioners, Club Re-imbursed instructors.

That the Club Paid Instructors shall pay their own cost of a National Police Records Check.

That parents (unpaid) must be under continuous supervision when assisting instructors to be exempt from a National Police Records Check.

That no person in the above categories may hold the position from 1 July 2005 without a National Police Records Check.

That in year two, the PCAV pays for

PCAV Executive, PCAV Staff, Zone Representatives, Zone Chief Instructors, Club District Commissioners

The club is responsible for payment for new reimbursed instructors and non-parent instructors from year two.

That the Bylaws be re-written to reflect these changes.

Seconded: Neil Clinton

Carried

6.20 Equitana Letter (Midland Zone)

The State Council acknowledged the letter from Pat Hedger and affirms that the no card, no ride rule applies where a card discrepancy cannot be rectified.

6.21 DCI Travel Re-imburement

Moved: Janice Ray

That the current travel re-imburement for DCI visits remains at 35 cents per kilometre.

Seconded: Stephen Bragg

Carried

REPORTS TO READ

7. TREASURER'S REPORT

Moved: Janice Ray

That the Profit and Loss Statement for July-August 2004 showing a surplus of \$30,068 be approved.

That the Balance Sheet for August 2004 be approved.

That the Chart of Accounts re-write be approved.

Seconded: Neil Clinton

Carried

8. MEMBERSHIP REPORT

That the Membership of 7190 be noted as ahead of last year and on budget.

9. CORRESPONDENCE

10. PRESIDENT'S REPORT

11. COACHING DIRECTOR'S REPORT

The State Coaching Director gave her report.

Jumping Heights be as per the Rule Book. Need to educate course builders and judges. Council to re-visit this item in November Meeting.

Discussing a linear model for NCAS Coaching accreditation. More information to follow.

A strong recommendation for all Efficiency Certificate examinations candidates must present on their qualified Pony Club Mount.

Clare has reviewed the C Certificate Workbook by Sue Kukawski had some minor errors which are being rectified. APCC is providing learning outcomes and a when available the new workbook will be released.

12. EXECUTIVE OFFICER'S REPORT

The Executive Officer outlined the staffing changes for the coming year.

Moved:

That James Fitzpatrick continues as Executive Officer

That Clare Lewin continues as State Coaching Director

That Suanne Waugh is on maternity leave from 8 October 2004 (up to 12 months)

That Suanne Waugh is available for MYOB phone support.

That Vicki Jans works 20 hours per week undertaking membership

That Jennifer Goard works 20 hours per week undertaking accounts/shop

That Georgia Appleton's contract ends on 3 February 2005 and that she will undertake grant project work from Sept 04 to Feb05.

That the Executive Officer, in January 2005, will discuss a return date with Suanne.

That the Executive Officer employs a contract person if Suanne's leave is likely to be 12 months on a pro rata salary of \$35,000.

Seconded:

Carried

13. SUB-COMMITTEE REPORTS

13.1 APCC

President Stephen Coffey gave an update on the productive APCC Meeting in Canberra 10/11 September 2004 with the Australian Sports Commission.

13.2 PCAV Executive

13.3 EFA

State Games, Flat Teams & Musical Ride Sub-committee

The Sub-Committee met on 9 September 2004 to undertake a rules review. When finalised, the new rules shall be tabled to Council.

That the letter from Macedon PC (Central Zone) be logged as received by the State Games Sub-Committee. A response is required for discussion at the November State Games Sub-Committee.

13.4 National Mounted Games Sub-committee

13.5 State Dressage & Showjumping Championships Sub-committee (WGZ)

13.6 State Horse Trials Championships Sub-committee (EGZ)

13.7 Zone Teams Challenge Sub-committee

Judges must come from close to the venue and \$100 re-imburement provided. Asking for a zone volunteer co-ordinator from each zone who will report to Norm Glenn who is overseeing the volunteers for the event. This must be provided to the November Council Meeting.

13.8 Speed to Safety

Event a success, need a commitment from VRC earlier.

13.9 Publications Sub-committee

- 13.10 Rules Sub-committee
Items under discussion at the Rules Committee
Recession motion
Disabled riders and efficiency certificates
Lungeing
Equality of Dressage Scores
Time in Cross Country

14. GENERAL BUSINESS

- 14.1 2005 Nationals WA
Expression of interest form to go out with September Minutes.
Selection criteria, application forms, costs, transport to follow.
- 14.2 James Fitzpatrick Holidays 17 Sept to 11 October
Noted
- 14.3 Zone Officials Form
Please return as soon as possible for Zone Committee changes.
- 14.4 Freshmans Events
Moved Janice Ray
That the Executive Officer survey clubs for the following
To ascertain the number of clubs, events, participants involved in Freshmans
To ascertain the number of instructors (voluntary, reimbursed, paid) in clubs
- 14.5 Loan to East Gippsland Zone (State Horse Trials)
Moved Janice Ray
That subject to a satisfactory budget being supplied to the Executive Officer, a loan of \$5,000 be forwarded from PCAV to East Gippsland Zone to be repaid by 31 May 2005.
Seconded: Stephen Bragg Carried

15. CLOSE MEETING 3.40pm

16. NEXT MEETING

Executive	26 October 2004
State Council	9 November 2004

PCAV Contacts

Pony Club Association of Victoria Inc

"Irving House"
12 Warleigh Grove
PO Box 2025
BRIGHTON NORTH 3186
Phone: 03 9596 4778
Fax: 03 9596 1132
Email: pcav@vicnet.net.au
Current website www.ponyclubvic.org
New website www.ponyclubvic.org.au

Executive Officer

James Fitzpatrick

State Coaching Director

Clare Lewin

Club Development Officer

Suanne Waugh

Georgia Appleton

Membership

Vicki Jans

Accounts Administrator

Jennifer Goard

www.ponyclubvic.org.au

PCAV EXECUTIVE

President
Stephen Coffey

Vice Presidents
Jan Faulkner
Neil Clinton

Treasurer
Janice Ray

ZONE REPRESENTATIVES

Barwon Zone
Philip Cobbledick 03 5233 4562

Central Zone
Glenda Perry 03 5422 6496

East Gippsland Zone
Stephen Bragg 03 5157 6349

Midland Zone
Kaye Blanchard 03 5491 1487

North Eastern Zone
Jess Hull 02 6024 5747

North Metropolitan Zone
Wendy Olenick 03 9827 1237

Northern Zone
Fiona Matheson 03 5034 3537

South Metropolitan Zone
Ron Gates 03 9783 7557

Wannon Zone
Petie Marshall 03 5592 7212

West Gippsland Zone
Vicki Kneebone 03 5674 5500

