



**Minutes of the Qld Management Committee Meeting  
24<sup>th</sup> January 2018  
QPA Office Toowoomba**

**Meeting Opened:** 08.30am

Attendance: Christine Franklin, Penny Kelly, Justin Hafey, Terry Kerr, Lou Raiteri, Paul McGrath, Mirella O'Sullivan, Mike Williams, Peta Dimmick (minutes secretary).

**Apologies:** John Knights

**Conflicts of Interest noted:** Justin Hafey - President South East Zone, Terry Kerr - Club President of St Lawrence/Nebo, Penny Kelly - Vice President of Capricornia Zone, Mike Williams – Selector Gold Coast & member of the South East Zone Umpire Committee, Christine Franklin – PAA database administrator.

**President's Report:**

Moved: Terry Kerr

Seconded: Lou Raiteri

Welcome to the 1<sup>st</sup> Management Committee Meeting for 2018. We have a really good team and I look forward to working with you all and the year ahead. One of my focuses this year is to get more players into the sport and keep the ones we have. I am very sorry to lose Bill from the Management Committee and I am sure you will all miss him. I have spoken to Bill and he is doing well. Wishing him the best for his recovery. We have accepted Bill's resignation. Bill's position on the MC will be filled by the end of February. Nominations have been called for and will close on Monday 5pm. 2 nominations have been received so far. The Ballot papers will be sent to club delegates next week. Scrutineers will be organised for the ballot counting.

This meeting will allow me to get up to speed with what is going on at Management Committee level. The Coopers cup team to go to New Zealand has been selected, a very good team, coach and manager. Hopefully we bring the trophy home. The funding acquittal for July – December 2017 has been sent off to sport and recreation services, a very well done document by all involved.

PAA – phone link up regarding a member's misconduct is coming up. PAA is looking at trying to get all states to work the same way. Streamline forms and accident procedures. Director of Umpires, Paul has been giving input on the process Queensland follows to help develop a process.

Grace Bowman went to New Zealand on exchange earlier in January, she had a great time. A report from Grace will be provided shortly.

Appraisal of four Management Committee members was completed by Rodney Geppert, feedback was positive for all interviewed and very well done.

The World Cup Squad has been released and Queensland have 7 players in it. This is very exciting and a great result. Good luck to them all on making the final team.

Lastly congratulations to all involved in the QPA Diner. It was a great night. Thank you for all your hard work.

**Previous meeting minutes:** Minutes from the previous MC meeting (8<sup>th</sup> December 2017)

Moved: Penny Kelly

Seconded: Terry Kerr

**Matters arising from previous minutes:**



The wording of playing teams is on the computer and needs to be included into P&P.  
The financial risk management, what we have in P&P is sufficient for office of fair trading.  
The 2 votes is a constitutional change and will need some more time to be completed.  
Guidelines for Coopers Cup needs to be completed, rules for carnivals for when New Zealand visit Australia. Such as, to be played under international rules. Christine to talk to Charlie Brook and complete guidelines. Some guidelines are in the October minutes.  
Send letter to all clubs to actively encourage clubs to host women's competitions during the year so the State Championships won't be the first event. Sister club arrangements could help the women's competition grow stronger.  
Uniform – should be brought in at the start of the year for all competitions in 2018. Uniform policy to be updated in P&P to new uniform. Scarves for the ladies should be here next couple of weeks. For Albury, sub juniors able to wear blue jeans/or playing white pants. Juniors to wear the dress uniform, same as the men & women.  
A letter needs to go out to all selected players with uniform sheet, and more playing information, what horses and what competition they need to play at.

A discussion needs to be held between coaches and selectors so they can be all on the same page with horses and players. At Barastoc is recommended.

**Meeting minutes: 9/12/17 (After AGM)**

Moved: Terry Kerr

Seconded: Mike Williams

**Matters arising from previous minutes:**

Chairman of Senior Selectors will need to be reappointed due to the resignation of Bill Kerr. Currently Christine is filling in as the Chairman of Senior Selectors.

**Motion-**

***Christine Franklin is appointed to as the Chairman of Senior Selectors.***

Moved by: Justin Hafey

Seconded: Terry Kerr.

Carried.

Position accepted by Christine.

**Reports:**

**Treasurers Report:** as attached Moved Penny Kelly                      Seconded: Lou Raiteri

The reports cover October – December 2017. \$13000.00 in working account. Haven't needed to access savings account. Had AGM in December which is biggest expense for the year. Fees were set in January, which are starting to come in, PAA are sending in remittance each week so we can keep track of membership.

Warwick has written to QPA to sponsor breakfast for \$2000.00 at Barastoc. Discussion held. Good exposure and event.

**Motion:**

***QPA agree to the payment of \$2000.00 for the breakfast sponsorship.***

Moved by: Penny Kelly

Seconded Justin Hafey.

Carried.

Christine asked some queries on the budget to catch up on where we are at.



Nationals Sponsorship: 2 saddles have been donated by Craig Pomeroy of Australian Stockmans Saddlery at cost. Lou and Betty Raiteri will donate the Kingfisher holiday back to QPA and raffle it off for Nationals fundraising. Peta to investigate if we require a license to hold raffle.

**Motion:**

***Tickets to be raffled at \$10.00 each ticket for Kingfisher holiday.***

Moved by Louie Rateri      Seconded: Justin Hafey      Motion Carried.

**Junior Selector's Report:**

Not a lot happening at the moment. But coming into a busy time.

**Women's Committee Report** as attached moved Penny Kelly      Seconded: Justin Hafey  
Have agreed with Wandoan regarding fee for hosting women's competition, in discussions with coaches for the event. Discussing ambulance attendance due to change in local ambulance person not being stationed in town now. QPA and Wandoan have agreed to share and pay 50% of ambulance costs each for the weekend if and ambulance is required. 7/8 April 2018, weekend before Chinchilla carnival.

**Horse Welfare Report:**

Nothing to report today.

**Administrators Report:** Moved: Lou Raiteri      Seconded: Terry Kerr  
Changed office hours to 8.00-4.00pm. Starting some time management strategies to see where time is spent on tasks during busy periods. Back in full steam ahead after the Christmas break.

**Senior Selectors Report:**

Some suggestions talked about from Bill Kerr, read by Christine Franklin.  
Over past national competitions, coaches have been unprepared and not interacting with the players enough. More preparation is needed.  
Option of picking key carnivals for teams to practice at, eg: a Friday before carnival for all team members and coaches. Coaches to watch more of club games with their players in teams they are coaching. Selectors to be let know of carnivals they need to be attending.  
Teams to play together as much as possible during the year.

**Director of Coaches:** Moved Mike Williams      Seconded Terry Kerr      Carried.  
Date for level 1 coaching school to be 17/18 March 2018, to be held at Toowoomba. A coaching survey was sent out prior to Christmas, some have been returned. May need to re send to follow up on the survey until a large number are returned to get good information.  
Looking at coaches that do not send a survey in at least once every two years will have their coaches' ticket taken off them. Mike addressed meeting about Barastoc and Nationals coaches. Mike to host meeting at Barastoc for coaches to get together and discuss teams each morning.

Muswellbrook Coach: Kent Wells  
Albury Coaches: to be confirmed.



**Director of Youth Development:** Moved Mirella O’Sullivan                      Seconded: Penny Kelly  
Mirella has spoken to Eulo about running junior coaching for two days prior to their carnival. They are happy to host.

**Director of Policy & Procedures & Governance:** Moved Lou Raiteri                      Seconded: Justin Hafey  
Ambulance to be discussed in general business. He is working on upgrading P&P.

**Motion:**

***To remove Charlie Brook as a signatory and add Christine Franklin as a bank signatory with Warwick Credit Union.***

Moved by Louie Rateri      Seconded: Penny Kelly      Motion Carried

***Justin Hafey nominated Lou Raiteri to be Deputy Chairperson of QPA.***

Seconded Terry Kerr                      Motion Carried

**Director of Umpiring:** Moved Lou Raiteri                      Seconded: Justin Hafey  
New director of Umpiring for Australia is Kent Wells, committee is Drew Gurney & Sam Halsted. Queensland Umpire Committee is to be confirmed.

NUC & State Umpires Meeting in March. Paul to have a phone hook up with umpire committee after meeting.

Last year \$500,000 worth of insurance claims occurred, that didn’t go through the state offices, that is why insurance has increased so much this year. Paul has sent a flow chart through to PAA of how Qld processes insurances. This process may be adopted by the PAA and all states. All incident reports need to be sent to PAA for a full record of all incidents, even if it doesn’t result in an insurance claim. Paul needs to nominate umpires for Albury, Muswellbrook & Barastoc.

Paul to take to NUC meeting safety checks of players and equipment, how they are happening or how they can happen when players do not all line-up in front of the umpire prior to the start of the game.

**Correspondence list:** as attached, items requiring attention dealt with in General Business.

**General Business:**

Insurance – cost is getting very high for players. Discussions need to be held with players on what they need/expect from insurance. The insurance needs to be discussed at a PAA/All states level. Now with Marsh insurance. It covers from when you leave your gate, the carnival until you return to your gate. It does not cover you at home. Suggestion made if there are options to pay a 6 monthly insurance to reduce costs? Can we change times of coverage? But more so needing to ask more questions in relation to insurance so we all have a thorough understanding.

Lou Raiteri moves motion to change P & P in relation to insurance:

***You must notify the QPA within 7 days of the accident. You must not participate in dialogue with the insurance company.***

Moved by: Lou Rateri      Seconded: Justin Hafey                      Carried



Brendan Beck letter in regard to correspondence from Management Committee regarding playing horses all year that will be played on for Nationals. He has concerns regarding their own horse being aged and in work too long. Discussion held horses do not need to be played at Barastoc unless specifically requested, however it will be between coaches and players to develop a plan. Players need to ensure that horses are played enough to ensure peak fitness come Nationals time. MC is recommending that all Nationals horses must play a minimum of 6 carnivals this season. Coaches will work out a program with State manager and coaching Director for the team.

The invitation for Albury junior coaching, Australian Junior Classic competition & club competition has been sent to all Queensland clubs, selected players, managers and coaches for their information

NSW wanted to have women's masters' competition at Barastoc. After discussion, it will not be hosted due to not having room/time to host more than one Masters Competition.

Invitation from the premiers department, calling for nominations for Order of Australia award. .

The life member board: needs to be updated with 2017 recipients Chas & Judy Nobbs. Also Howard Hobbs (2014) needs to be fixed.

New style carnival in 2019, to be held at Tansey. Will be held on first weekend of July in school holidays. 6/7 July 2019. This is as per the guidelines of the Zone competition which will be used for the QPA Challenge. No other carnival can be run the same weekend as per the P & P. The idea is bring in 8 zones, to allow a better competition for all. Justin to bring a plan of grouping of clubs to bring an even competition to next meeting for discussion with all management. Will be invited or selected teams rather than nominations. Name for the event: QPA Challenge.

Fundraising for Nationals: Craig Pomeroy will give us 2 saddles from Australian Stockman's Saddlery at cost price. Saddles to be auctioned. We are to approach Warwick Club and Cunningham to host auctions for saddles to allow for maximum exposure.

Sister Club: Has been a number of calls to management showing interest in the idea. Discussions held and it needs to be a development booster, and to help small clubs to play at an appropriate level skill rather than a pool player. A sister club is set for the whole year, cannot swap and change between club. Wanting to keep clubs as clubs, eg: 4 players from one club & 2 players borrowed from sister club, they are to play as club one. Paul to develop the guidelines for approval by the PAA as it is outside of the rule book. Sister club needs to be decided prior to the carnival. You can only have one sister club for the year. The QPA/Umpire committee must be notified and agree to the two clubs. This cannot be any later than end of June. One year trial. Awaiting PAA Approval.

Pool players for Club Championships; currently a team on database is 3 players or more. It can be set up to only accept a full team of 6, and the rest to be nominated as an individual pool player. This will make sure it is full club teams and the rest to be pool players. This will work very much like a normal carnival with the nomination side of things. After nominations close, then the pool players will be placed into teams to compete in the level competition they belong in.



Club Champs: Women's competition – option to submit a team for approval from umpire committee. And an answer given prior to nominations closing on the database.

**Ambulance/First Aid:**

Terry has spoken to St Johns: in Monto they have a fully equipped vehicle and 2 paramedics. They cannot administer morphine. Other St John's in the zone are unable to administer pain relief unless a registered nurse is onsite. It does depend on who is available to attend, it could be a paramedic or a senior first aid. QAS is not able to transport patients outside of the grounds, another ambulance needs to be called. QAS is the only group to be able to call the chopper if required. There is also life aid, another provider which has vehicles and fully equipped, can transport but not call chopper.

Information regarding costings, and information from first aid academy, and Australian government information on level 003 & 006 medical professionals in the meeting folder, to get an understanding of costs and what each service can provide and an approximate cost.

Lou read out a letter of information from Catherine Bennett (NSW) on what their definition of a minimum standard for first aid at carnivals. Queensland to discuss and develop our document of minimum standard for first aid attendance at carnivals. More information to be brought back to next meeting. John Knights and Peta sent letter to Queensland ambulance asking if they were able to provide a state wide corporate rate for ambulance attendance at carnivals. Still waiting on a reply. John is following up.

Shirts for Coopers cup, Muswellbrook, Albury – To source shirts that are pre made and put logo on if any sponsorship.

Barastoc shirts to be sublimated and ordered.

Far northern dates: Kelso is cancelled. Townsville would like to move to 12/13 May 2018. MC agreed to change in carnival date.

**Meeting dates for 2018:**

Thursday 22<sup>nd</sup> March 2018 at Office 8.30am

Monday 7<sup>th</sup> May 2018 at Office (Public Holiday) 9.30am Start

Monday 2<sup>nd</sup> July 2018 at Office 8.30am

Wednesday 29<sup>th</sup> August 2018 at Cunningham 8.30am

Saturday 27<sup>th</sup> October 2018 at Office 8.30am

Friday 7<sup>th</sup> December before AGM at Office 8.30am

QPA AGM Saturday 8<sup>th</sup> December at Toowoomba

PAA Meeting: AGM for PAA coming up in May, committee to think if there are any agenda items, suggestions or motions to take to meeting. Who will be the 2018 delegates and nominations for the PAA Board.

Some ideas/ questions for the PAA



- PAA constitution to be looked at re board member being able to nominate for an executive position while sitting on the board. Also the 60% of vote to be looked at but the other states will not agree to change this.
- Review of the NUC committee to allow all states to have a representative on the committee.
- Insurance – whether there can be a half yearly insurance to reduce costs.
- We need to keep insurance affordable for players and have a good understanding of coverage. Do we need everything the insurance covers? Does it not include some cover we need?
- Accident/Insurance breakdown of on field or off field incidents, a register of incidents and follow process to streamline processes. What each state has in insurance claims, what are the most accidents?
- Everyone needs to use better umpires in the lower grades to keep consistency in the rules and prevent injuries where possible.
- When do teams have a safety inspection of equipment if all players do not ride into the middle of the field? That teams should ride on from the ends for a safety inspection of equipment
- Grades require an overhaul; it hasn't been looked at for a number of years and needs a review.

Fees for 2018:

As per 2018 schedule. Penny moved that **fees be set as per the schedule.**

Seconded Mike Williams

Carried

Chukka competition for carnival for less than 13 teams. Proposed to change a carnival that gets less than 13 teams can be changed to a chukka competition. The chief umpire of the zone must be notified.

#### **Motion**

***“The state approves chukka competitions for carnivals that have less than 13 open teams nominate, providing the zone umpire contacts the state chief umpire or QPA president to notify the state of the change prior to the event.”***

Moved by Terry Kerr

Seconded Mirella O'Sullivan

Carried

Currently have 38 clubs affiliated with QPA. Muttaborra, Kelso & Julia Creek have not paid affiliation, Julia Creek wishes to wind up club.

Total Creek & Marlin Coast need to be contacted to see if they plan to continue.

Meeting to think about options of how to help clubs struggling to pay ambulance fees, and what suggestions we can bring forward to the next meeting for discussion.

PAA Board has vacant positions and need some good workers to come on board. Geoffrey Hartwig would like to be considered, also Eric Beresford has said he is happy to have his name put forward.

Selectors have asked if there are any carnivals they must attend this season.



All selectors are required to attend 2018 Barastoc, Tansey & Tara Carnivals. Junior Selectors must also attend Chinchilla Junior Trials. There needs to be a cut off for selectors to make final decision on teams by June, subject to horse or player injury.

Junior trials to remain the same, Terry will advise office of closing date for nominations so invites and information can be sent out.

Christine to attend Townsville, Capella, Charleville, Lockyer Valley for Presidents meetings with clubs. Cannot attend Tambo (Central West Zone) as the PAA AGM is the same weekend.

Need a meeting for Nationals coaches, manager and team captains to be scheduled for a discussion on the trip, tips on travel and information required for team members.

A Queensland manager needs to be appointed, suggestion put forward of Charlie Brook. An invitation to be forwarded to Charlie to ask if he would be the Queensland Manager for Nationals.

Lou Raiteri ***nominated Charlie to be Qld Manager.***

Seconded by Justin Hafey

Carried

A pool of score keepers needs to be developed to send to Nationals. Christine to discuss with Charlie Brook and bring a pool together.

A recommendation that a consultation process happens with the selection of coaches and managers for Nationals.

Coaches to create a program for their players of carnivals to attend to get practice in. And if they wish to play the full team at a carnival, they need to seek permission from QPA.

Nationals shirt with sponsorship - \$10,000 from Jaylyn Downs, Ropely Park & K&A Building are major sponsors, their logos to go on the playing shirts and caps.

Supporter's shirts – to have multiple logos of sponsorship. Supporter's shirts to be sold.

Possibility of getting fuel discount cards, teams not to have other sponsor caps.

Look at getting a sponsor for the meet and greet. WA is planning to have Sunday as a family fun day at nationals, and the grand opening. With some play starting on Sunday also. The PAA will have to approve this. Players must be in for Wednesday night. Meet & greet is compulsory for all players, coaches and managers. Supporters welcome to attend. Meet and greet possibly at a venue outside the grounds. Buses would be required to transport all. Need to source locally a marquee to use for a central meeting location. We may also have the meet and greet in the marquee.

**Meeting Closed: 4.13pm**