

AQHA UK

Minutes of Council Meeting at:

Bodiam International Arena, Bodiam, Robertsbridge, TN32 5UJ at 1pm

Present:

Frances Neil, Leigh Cheetham, Nic Ainley, Alison Bucknell, Lucy Adams, Ruth O'Reilly, Sandra Loder (for part of the meeting by Skype). LA left the meeting at 2.30.

Apologies – Karen Coleman

Minutes – Ruth O'Reilly

| | Subject | Discussion | Action |
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| 1 | Minutes 12 th Feb | Matters Arising: GOAR buckle – design approved Minutes Approved. | LC to order |
| 2 | International/ Eurocup | LA has received information regarding the Eurocup but is awaiting fee information. Applications welcome and LA will organize teams for hi points at the Breed Show. This will be a contributory factor in selection but is not part of the selection process; and is to encourage applicants to enter classes that they may be unfamiliar with – must enter 4 class categories. | LA to organize, inform Council, and to send any information to ROR for website announcements. LA to organize teams for Breed Show. |
| 3 | British Bred Classes | Council's last decision was not received well by membership therefore a review considered. Lengthy discussion with final rules being changed and agreed by Council. LA agreed to write information for social media/website. Council agreed that information had not been given to membership clearly and resolved to change this in future. If possible and where appropriate rule changes would be announced on website for membership to discuss and comment. Council can then make informed decisions based on results of member views. British Bred Trophy will be available to all competitors at the Breed Show, futurity and non-futurity. To be renamed UK Bred. | LA to write rule changes/amendments to be published on website and social media. |
| 4 | Finance | Council agreed review of Finance practices and procedures. FN will contact accountants/book keeper and report back to Council asap. Agreed that a qualified experienced person required to review and | FN to source new accountants. |

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| | | assist with day to day running and monthly reporting. | |
| 5 | Membership | Council has already agreed to move membership to yearly payments beginning on January 1 st . Streamlining procedures and enabling easier book keeping process and management. Agreed that any membership ending in Nov and Dec would receive two free months and renewal date will be Jan 1 2020. KC to contact members with details. | ROR to liaise with KC to ensure that this process begins in July. |
| 6 | Hi Point Awards and letters from US | Members have received notifications of awards from the USA; some of these are incorrect. Contact with US required to ensure mistakes are rectified and members contacted as soon as possible. | FN and LA to liaise with US. FN to write statement for social media and website. |
| 7 | Horsemanship Camp. | Horsemanship Camp now fully confirmed and trainer arranged from US. LC would like to have an additional trainer from the UK and is in the process of talking to possible candidates, and will report back to Council. | LC / AB to write notice and application forms for publication asap |
| 8 | Youth Report | SL reported on Youth Finances, which have shown an excellent input from sponsorship both corporate and individual efforts by team members. There have been concerns over accounting processes but this is now resolved. SL will continue to keep and monitor the Youth budget and report to Council regularly. All plans are going well for the team who will depart at the end of June. SL reported plans and ideas underway for YWC 2020 which will begin after this year's competition. Discussion regarding management, US coach and structure. Further discussion required at next meeting. FN noted Mary L has passed safeguarding training, and is currently updating DBS. FN has called agency and they confirmed ML can do online update as no concerns and no reports. | SL – writing financial plan and budget. Creating plan for team 2020. |
| 9 | Journal | Agreed ROR to do next journal but quotes required for design and printing. | LC ROR NA to source quotes |
| 10 | UK Rules | Agreed that the 2002 UK Rule book in need of update and publication on website | NA AB to look at possible revisions. |

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| 11 | Showing Council | ROR attended last meeting of Showing Council. Proving very valuable to the Association; they are working on a set of welfare rules and guidance at shows and hope that there will be a generic set produced for all members of the SC to use. Any disciplinary or welfare matters can be referred to the SC if necessary. ROR has sent copies of AQHA UK rules, and amendments to their guidelines. Awaiting responses at next meeting. Will report back to Council when final document is prepared; for full discussion at Council meeting. | No further action at present. |
| 12 | GDPR | ROR working on GDPR. Policy and guidelines on the website. Plan implemented and on going work with IT systems. New email system required to ensure full compliance. Newsletter email lists fully compliant. | ROR will report back to Council with updates. |
| 13 | Articles of Association | All agreed Articles of Association need amendments adding; and need to be typed up to improve printing. Council to work on this over the next few months. | FN will find copy typist. |
| 14 | Insurance | FN has now final quote from Markel for full insurance cover. Council voted and agreed to go ahead. FN also confirmed in writing full cover from Cover My Event. | FN will organize payment and final paperwork. |

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| 15 | Breed Show | LC organizing Breed Show. Has 2 judges booked and awaiting confirmation of 3 rd . Long discussion re photographers; charges have increased beyond budget and LC is investigating new photographers. Agreed that still shots are required for website and journal, but livestream also a possibility if broadband width is sufficient, and cost is not prohibitive. NA suggested asking membership on their wishes on how they would like the event recorded. Sponsorship is once again proving difficult but it is an ongoing project. Championship rules, and Breed Show rules- presented to Council, a general discussion followed and they were approved by all. | LC to organize photographers. And to report back regularly with updates on progress. NA to prepare statement/question to membership on photos/videos/livestream. |
| 16 | Communications | NA suggested more detailed Agenda to be sent out 7-10 days prior to meeting with subjects together with possible questions and/or ideas. This would allow Council members to be fully prepared for meetings and therefore shorten the time spent discussing each topic. All agreed. NA proposed more involvement with members; where possible new ideas or changes to any rules etc would be posted on social media and the website and responses from the membership would be considered as part of Council discussions. All agreed. | NA to prepare pro forma Agenda. |
| 17 | International Training Programmes | AB proposed a new ITP in which UK members could go to professional and elite training establishments in Europe for 2/3 days and watch trainers at work, ask questions/discussions, and have a 1:2:1 masterclass lesson on an exclusive performance quarter horse. AB to prepare details of first clinics/training and this will be posted on the website/social media. Check insurance on this - trainers fully insured and riders must have their own. Risk Assessment required. | AB to prepare first clinic details and report to Council, after which advertising can go ahead. |
| 18 | Business Plan | All Council members received a copy of the business plan and must submit their particular requests within 10 days for KC to submit by July. | All Council Members to submit Business Plan to KC in 10 days. |
| 19 | Zootechnics | KC to submit Zootechnics document. All Council have seen a copy and are able to comment. | KC To submit document. |
| | | END OF MEETING. Next meeting: TBA. | |