



SOUTHERN DISTRICTS DRESSAGE CLUB

MINUTES

General Committee Meeting

held on



**Sunday 13 July 2025 at 2:55 pm at the Albany
Equestrian Centre, Robinson, Western
Australia**

MINUTES

Present: Virginia Longley, Barbara Cook, Tisa Crocker, Jan Madigan, Tameka Ellard, Maggie Hill, Fiona Bignell

Apologies: Sandra Friid

1. Confirmation of Minutes of 8th of June 2025

Confirmed: Jan Madigan

Seconded: Maggie Hill

2. Reports

President's Report:

Training days – trialing of new format:

- a. Consider asking riders if they want a specific timing between their rides for training days i.e. back-to-back.
- b. Alternately could create 30 slots and riders pick their own slots, and rider could choose their own time and ie then if follow up test.
- c. If rider picked their own slot you would potentially need to group all the tests at a certain level i.e. all prep or all mediums together to prevent chopping and changing for riders.
- d. Would potentially need to cluster lower level tests and higher levels tests with arena familiarization in between to allow for judges not to chop and change.
- e. Potentially need a “feedback session” as a 3rd option in drop down list.
- f. Barb and Jan report that if we created template for training days this way it could be copied for future ones if this was created.
- g. If we created training days with above we would need to alert riders that we have only added so many tests at each level and that if they are filled and riders cannot access a ride at the level they wanted.
- h. This would allow riders that wants two tests consecutively could do that, or separately as they prefer and would encourage riders to enter sooner to obtain their preferred times and allow the club to better gauge numbers earlier, it would mean there is less work to be done creating a draw.
- i. Riders could also potentially select their own jobs from a drop down list, with each job deleted from the list once selected, ensuring that once a particular job is taken it is no longer available. Potentially for jobs like penciling there would be a selection of different time slots for this job to choose from.
- j. Proposal that the number of jobs has to equal the number of horse rider combinations but potentially this could

be based on the number of horses or the number of riders.

k. Can allocate either to the number of riders or horses.

a. Tameka to ask if Peter is able to do this for the October Training day. If this is not possible via the website we need enough notice to try and organize this via nominate.

l. If we are able to proceed plan to post an announcement onto face about trialing a new training day booking format.

m. Agreement that monies paid to be forfeited if scratched after closing date without medical or veterinary certificate for training day.

3. Treasurer's Report:

Reconciled June Balance: \$10725.23

Current balance: \$11280.83

Expenses:

Insurance \$1770.54

Reimburse visa for travel for Judge: \$285.64

Ground fee for training day: \$140

Training day: \$560.0 Minus ground fees of \$140.00 =\$420.00 profit

Motioned: Barbara

Second: Tisa

Passed.

4. Correspondence:

Club Map - > modern income methods for less burnout.

Registration via clubmap;

a. Create the right structure and attract more volunteers 21.7.25

b. Financial oversight, the foundation of success 4.8.25

c. Modern income methods for less burnout 18.8.25.

EWA Regional Clinics;

d. EA Dressage Steward Level 1 training weekend: 24th of August at Denmark Equestrian Ground

e. EA Regional coach clinic for those working towards Introductory Coaching and level 1 general coaching: 24th of August at Denmark Equestrian Ground

a. Booking via EWA website

f. Regional Rider Clinic \$30 per horse/per lesson 23rd of August at Denmark Equestrian Ground, Flatwork to be conducted by Liz Tollarzo, Jumping and cross country with Rebecca Thomas

a. Booking via Nominate

5. Business Arising;

August No Frills 17th of August- unofficial- to be cohosted with AEC- all riders from AHA, Adult riders, ANTS, friends of the AEC, and Albany Pony club are eligible to enter.

a. Committee members interested in learning Nominate- Tameka and Fiona to coordinate with Barb

- b. Maggie has flyer completed.
- c. Barbara to print tests for August no Frills.
- d. Tests involved 2,3 including prep 2,3 to Advanced.
- e. Once Pamphlet created -> Pete onto the AEC/SDDC website, Tisa to drop off at horseworld, vets, Denmark Coop, for patients to take – A5 if possible. Tameka to be sent to put on FB, Virginia to drop off at Denmark Coop.
- f. Setup to be done the day before.
- g. Arena needs to be booked from 4pm the evening before if setting up the date before.
- h. \$28.00 per test
- i. Open to day membership.
- j. \$5.00 ground fee for members.
- k. Need marshals but not a steward as unofficial.
- l. Marshal to be an allocatable helper job.
- m. Virginia- 3 Judges lined up.
- n. Virginia to be sent the entries to allocate the judges and ensure no clashes.
- o. Maggie to be sent the Entries to create the draw.

6. ATO Authorized Contact -Jan Madigan;

- Jan and Tameka to be the authorized contacts and that going forward that this is part of being the role of Treasurer and Secretary.

7. Members to create a list of what is required for each committee role - a role description/handover document.

8. Tameka Proposes a Dropbox or Google file:

Club members to be able to access with password or link that has a time limited expiry.

Barbara and Maggie support the idea of a club Dropbox.

Question as to whether an email address is required for this.

Tameka: on looking into this it appears that this is required to set up either account. Both offer free basic accounts.

9. EA Grants - Virginia Longley

- a. Because the SDDC now utilize nominate we are eligible for grants from Dressage WA whenever running official competitions i.e. Southern Solstice, April Official Competition and the Albany Show.
- b. The Grants depend on the number of tests over all and the number of tests at each level.
 - a. A minimum of 30 test entries is required for a grant of \$150
 - b. If at least 3 Small Tour Tests are held then we are eligible for atleast \$150 in grant money. This is the same for Medium and Para tests.
- c. Clubs also receive grants for securing interstate judges and whether they conduct workshops of at least \$750.
- d. At the 2025 Southern Solstice there were 91 Official tests, 4 para tests, FEI to be confirmed.
- e. Criteria:
- f. Nominate needs to be used

- g. Jan to send application letter too dwacclubs@gmail.com with a summary of the event and banking information.

Virginia to send information sheet to committee members to review.

Barbara to finalize results on Nominate for April and Southern Solstice 2025 competitions if we are able to retrospectively claim grants for these events.

The Albany Ag Show could potentially be eligible if we achieve more than 30 test entries.

10. Proposed utilization of Coaches at Training Days

- a. Virginia discussed with Andrew Forbes who proposed 20 minutes to be the optimum time if a rider is to be coached in between test rides.
- b. Andrew offered to do this for the club at no expense.
- c. Louise Hillman was also contacted, she is interested however proposed a fee of \$40.00 for 20 minutes of coaching.
- d. Amanda Pritchard responded advising she was interested in assisting but was not sure what her fees would be at this point in time.
- e. There is a concern from committee members that this might be too many new proposals regarding training days being trialed at once.

If this was trialed at a future training day an option might be to list "Coaching session" as one of the drop down options and that the rider is to pay for this at the time of entry.

Alternately the rider could be directly responsible for payment of the coach to ensure the club does not end up with additional expenses.

To be discussed further at a later date.

11. Visiting coaches

- a. Tisa – proposed we arrange visiting coach clinics pending interest from riders.
- Maggie Suggests this may be something to bring in for next year.

12. Southern Solstice 2026 17th and 18th of Jan;

Committee to email Tameka by the end of week with one of the roles from the Committee rolls.

Fiona- Sponsor to host visiting judges at Big Grove Bed and Breakfast.

Smallest sponsor amount to be \$250.00 proposed by Maggie

Part of the sponsorship has to be in cash/money with minimum being \$150 cash with the rest as vouchers/prizes if required.

Ask for \$250 from people believed to be a general sponsor or anything above \$300 for Major sponsors.

Major sponsors get a logo on a rug.

Barbara: Off the track, Cindy at HorseWorld, Great Southern Stockfeeds

Maggie to contact Claudia at Denmark Vet and Tony Riley, Just sew Embroidery \$300.

Maggie's Accounting practice will sponsor \$500.

Virginia: Albany Stockfeeds, Denmark Co-op.

Tameka: Mt Barker Vet, Scott Leary, Rick Wilson

Fiona: Janine Bell Wholeherd Saddles

Tisa to Contact Wendy at Great Southern Equine Vet and Duncan Equine
Maggie to forward a copy of the sponsorship letter to everyone.
Other previous or potential sponsors include:
Nullakai vet
Great Southern Rural in Mt Barker
William Bay Bobcats -company sold.

If we get tentative sponsors then we can determine where we are financially ahead for the Southern Solstice 2026.

Committee to review and consider which role they would like to take on for the Southern Solstice 2026 based on the organizer.

Note that this needs reviewing as some of the roles seem to intermingle.

Committee Roles

Maggie	
Virginia	
Jan	
Barbara	
Sandra	
Tisa	
Tameka	
Fiona	
Kelly	

Para Tests at the Southern Solstice 2026:

Question whether to have Para/ Virtus tests.

We can get a \$150.00 grant from Dressage WA if we have at least 3 tests

Prize for the overall Para Champion.

Committee agreed that atleast 5 riders would be required to hold a championship.

This needs to be made clear in the schedule.

Sandra was not at the committee meeting but previously suggested not having rosettes as there was previously a large expense for these.

Tisa to review and see if there are any rosettes in the Sea Container

Barbara feels that the championships should require a minimum percentage and that the number of riders required for a championship at the higher levels of competition i.e. medium and above be reduced to 3.

If we get enough sponsorship and grant money to cover costs then reducing the number of riders required for Championship to 3 could be reconsidered.

Maggie asked Committee members to consider this to consider this.

13. 10. EA Club Development Manager - Camille Vermeil weekend of 23rd/24th of August 2025:

Memberships

Money

Judges

Burnout

14. Possible Editorial for the Newsletter -> to be carried forward to the next meeting, committee members to please forward ideas to Tameka or Louise Hillman

- a. November Ag show being held at AEC
- b. People now able to ride 3 tests
- c. EA regional clinics.

15. Suggestions to make events more cost effective

- a. FEI not planned to be held for 2026.
- b. Grants from DWA
- c. Approaching potential sponsors early.

16. Catering at TD and comps, food preferred.

- 1. Tisa to consider being food/meals coordinator.
 - a. Proposed foods that are healthy and convenient for the judges to eat in cars or on the go i.e. Wraps/rolls, fruit.
 - b. Sausage Sizzle for riders
 - c. Potentially IGA platters? Although these have previously been hard to put in the fridge.

17. Additional comments:

- a. Tameka – proposed Potential Menopause/ Sports Dietician talk if there is interest.
- b. Jan to put the Dates for 2026 to the AEC- dates listed in the minutes.
- c. Tameka to send an Email to Pete with the proposed dates for 2026 – Done.

18. Lots of positive feed back re Albany Show being at the AEC this year.

- a. Virginia has not heard back from Deb Panizza just yet.
- b. Barbara feels could still be acknowledgement of Ag show just run in a different place.

Meeting closed at: 16:42

Next Meeting: 23rd of August at AEC 2pm

2026 Proposed event Dates:

11 th of Jan	Training Day	Location	Judges
17 th and 18 th of January	Southern Solstice	AEC	
22 th March	Training Day ? With a coach and Judge	AEC	
18/19 April	Competition day/ Judges seminar	AEC	

14th June	Training Day	AEC	
12th of July	Training Day	AEC	
16th of August	No Frills	AEC	
19th October	Training Day		
8th November	Agricultural day		