

AQHA-UK Council Meeting Minutes
14th December 2017 -11am AQHA-UK Office, Oakridge Arena

Present:

Frances Neil – Chair (FN)
Lucy Adams – International Director (LA)
Ruth O'Reilly – Business Services Director (ROR)
Leigh Cheetham – Events Director
Sandra Loder – Youth Director
Alison Bucknall – Media & Engagement Director
Karen Coleman – Business Services Manager

FN welcomed Alison Bucknell who had volunteered to support Council. Alison was proposed by FN and seconded by LA. Alison informed the meeting that she had been on AQHA Eire Council until her recent move. That she wished to continue to support the Association in any way that she could.

1. Minutes of the previous meeting were approved for accuracy and signed by FN
2. Matters Arising - Not on the agenda
 - FN to do a 100-word summary to be completed for The Showing Committee
 - The Safeguarding Policy to be uploaded to Drop Box – SL
 - The revised Futurity Rules can now be completed and will be revised by LA
 - Thank you letter to sponsor to be drafted by LC
 - The Complaints Policy has been rewritten and requires uploading to Drop Box by KC

3. International / World Show Report

3.1 LA reported that the meeting had been very successful and that she had been able to network and spend time with Anna Morrison, International Affiliate Director and Sierra Kane, International Affiliate Business Officer. LA had shared details of our affiliate issues and concerns. LA noted that the schedule of the Affiliate Event was not well advertised and unfortunately she missed part of it. This will be rectified in future. Most affiliates complained that the processing time for all types of paperwork was excessive. This will be discussed at FEQHA meeting in Switzerland and LA will attend on AQHA.UK's behalf.

3.2 LA noted that she will be unable to manage the 2020 Euro-Cup due to new commitments reporting that Jerry Naish is willing to help as long as it does not prevent her from competing. Alison Bucknell is also interested in helping. FN agreed to prepare a Job Profile similar to those for the Youth Squad and these will identify the tasks required to get our team to Europe. LA was congratulated on her new role and for thanked for representing us so well in the International Arena.

International report was noted and accepted

4. Youth Update

4.1 SL reported that the team selection was now sorted and that she is looking for flights and for additional baggage allocation. British Airways had turned down the flights for free and Sports England have also turned us down as we do not fit their criteria. This was mainly because we're not community lead and it is not the first occasion. Thus far, there are no other funding sources not already tried. SL will follow up with engineering companies who are in the global market.

4.2 SL urged Council to use and spread the word about Easy Fundraising as we are achieving small amounts but this could be much larger if more people shopped through Easy Fundraising. It was noted that

My Donate is cheaper and that SL was completing the paperwork. The Youth Team would have their own webpage for My Donate.

4.3 SL stated that she may run a Youth Camp after the World Show to include WES so that we can continue the process of recruiting to the YWC team rather than the stop/start every two years. Oakridge are also interested in including the youth members of Oakridge Riding Club.

4.4 SL informed us that she has updated her Safeguarding course and that AQHA-UK now need to complete her England DBS check. FN reported that she had met with Becky Pocock regarding working with BR on all things Safeguarding and related information sharing.

4.5 FN wished to note Council's thanks to SL, to David & Sarah Deptford for their welcome and for providing their facilities and their horses, to Mary Larcom for managing the squad and to Charlene Carter for her work as Coach.

Report noted and actions agreed

5. Passports / EU Legislation / New software

5.1 KC reported that at a recent BHS Horse & Pony Committee to discuss and new constitution it was agreed that a new committee would be formed to more appropriately support breed societies and this would be named, 'The 826 Equine Sector Committee'. The committee will feed directly into the Equine Sector Council who in turn inform Gov.uk. The meeting would be held bi-annually.

Report noted and actions agreed.

5.2 Equiventus – KC and ROR had met with Equiventus regarding a new web-based passport system. Data can be upload from any location and then can produce the passport and mail them out. All data is automatically uploaded to CED daily. The company are well versed in compliance and related law and the system is predicated on this.

There is no cost for the software only for producing the passports and postage. AQHA.UK still be required to receive and verify passport data and to input onto the system. It is anticipated that this system will reduce the workload significantly and speed the process of registrations.

It is proposed that in light of the above AQHA-UK terminate their contract with Grassroots and move to Equiventus. Proposed by ROR, seconded by Frances Neil.

KC to inform Grassroots and to manage the implementation process.

5.3 EU Law Changes

KC briefly described the significant passport and animal health law changes planned for the next few years. These are detailed fully in the 2017 Journal Article.

Report received and accepted.

6. Year Book

LA reported that in the past a photographer had prepared and sold a year book that included a range of photographs for competitors to purchase. This had been very successful and LA questioned if this is something we would like to do in future. It was agreed that it would not be financially viable for AQHA-UK to do this due to the cost of printing and producing.

ROR suggested that potentially we could do this through the website if we could secure a volunteer to manage this aspect of the website. We could produce web-based photobooks and awards journals.

Volunteer to be sought, perhaps via the website.

7. Journal / Website

ROR reported that the website, sales page and newsletter had to take a backseat due to the tremendous commitments required to produce the Journal. That these would recommence once the Journal was published.

Report accepted.

8. AQHA Face Book Article

AQHA had approached our affiliate to be the first affiliate to feature in a new AQHA International Face Book page. A short interesting summary article was required and AB agreed to prepare the article.

9. Incident report

KC to email statements to LC. LC to follow up Show Mangers Report

10. Affiliate Agreement

The Affiliate agreement had been circulated for information. It should be noted that AQHA-UK are required to:

- Include the AQHA Logo on all publications, email correspondence and the website
- Include the AQHA Mission Statement in the annual Journal
- Ensure that the Disciplinary Procedure is published on our website
- The AGM minutes to be emailed to AQHA Affiliate Office
- Any Other Business

Report was noted and actions agreed.

11. Breed Show & Events

11.1 Following the recent member survey regarding the options for future Breed Shows, it was noted that 70% of responding members felt that the show *should* continue to rotate amongst venues. Council accepted this unanimously. 65% of the members responding to the survey felt that the financial considerations should also feature very highly in Council's decision when considering the Breed Show's location, which also meant considering the amount of potential income from members attending / horses shown, through considering historical data provided by Council's records of horses attending previous shows.

It was agreed that both the members wish for rotation between venues **and** their expression of the importance of financial considerations then these should both feature highly in the decision-making. This necessarily included considerations of the number of horses shown at each venue and entered in classes, as this largely determines the amount of income raised, upon which AQHA.UK depends. Quotations had been received from three venues and LC then shared these with Council. Following lengthy and lively discussion the features detailed above determined that the best business decision should prevail.

There followed a debate about the length of time for which this decision should take effect. In response to Council's concerns that a decision to make a booking with one particular venue for such a long time (a possible three- or two-year period had been suggested as happens in Europe). LC suggested that three years seemed excessive and a two-year period would be more acceptable. Taking the above aspects into account (venue rotation, costs and potential / projected income) it was determined by these factors that Oakridge Arena would be invited to host the Breed Show for 2018 and 2019.

It was agreed that a further review be undertaken in good time for the 2020 season, and going forward beyond that date, with the proviso that early in 2019 the process would be repeated, by approaching **all** appropriate venues for their projected costs and again encouraging all members to express their views, so to start planning for the 2020 Breed Show in good time. Feedback from each Breed Show would continue to be sought to enable improvements in subsequent years and for new ideas / events to be included. Numerical/ financial data on attendance and classes entered and thus income generated, would also be retained.

LC to contact the three venues who had quoted, with Council's decision

11.2 The Show Managers Seminar

LC is taking bookings and so far, we have ten places booked. LC reported that she would like to break-even however, this is not likely with the current numbers. That said we must proceed to assure that we have qualified Show Mangers and to be able to run AQHA shows in the UK.

LC to report at the meeting subsequent to the Course being held.

12. Any other business

12.1.1 Hall of Fame

AQHA-UK had not inducted any member to the 'Hall of Fame' in 2016 and therefore agreed to carry over awards. Following discussion it was agreed unanimously that the following would be inducted into the AQHA-UK Hall of Fame:

- Henry Deptford
- David Teideman
- QH Mare 'Tawny's Dunit' the horse with a stunning 517 total AQHA points, owned by Gill Parker

The place and venue for the presentation of these was carried forward to the next meeting, once acceptances had been received.

FN will write to the inductees and KC will order the plaques.

12.1.2 Short Story Competition

Council had anonymously reviewed the short stories and voted out-with the meeting. ROR announced that Anne Howkins was the winner of the competition and will have her story published in the Journal and receive a £100 cash prize.

ROR to organise the award and inclusion in the Journal

12.1.3 Insurance

Council had received the full quotation of details of the various aspects of cover including the new Cyber Risk and enhanced data protection in the light of GDPR. FN will continue to negotiate the premium and ensure we achieve best value for money with the best cover available. An offer of monthly payments had been secured to enable AQHA.UK to plan its finances. FN will contact CETA (event insurance) to investigate one aspect of the policy and report results of the enquiry to Council at the next meeting or before if FN considered it necessary.

FN to report further to Council

13. Date and time of next meeting

Friday 16th February 2018, 12 noon, Stanstead Airport prior to Show Managers Seminar weekend