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**Riding for the Disabled Association (NSW)**

**Summary of Issues and decisions from Minutes of Board Meetings held**

**August to December 2023**

* 2 more volunteers sourced for the CD committee Kate Wilson and Karen Harrington
* BH Subdivision – letter gone to BRS Surveyors. Board accepted their proposal and BRS is going to submit the DA to the council
* Box Hill House – Tenancy ceased on recommendation from the real estate agent. The house is no longer a viable investment due to major renovations to be made.
* Telstra Proposal for the construction of a “monopole” at Box Hill Property to go ahead
* “Ability Horsemanship” to stop immediately at the Ballina & District Centre. RDA (NSW) riding to be a priority at the Centre. House at Ballina put into the hands of a Real Estate agent
* Forbes – approached pony club. Pony club have agreed to share their equestrian Centre until they Forbes can have their own equestrian Centre. They have a full committee. 2 coaches from other Centres to volunteer. Centre needs a coach. Centre will go ahead.
* Lizzy Pickering from Connect Lifestories to produce and supply the 2023 Annual Report
* Wayne Gallagher resigned as Regional Rep. for Central West District.
* Olwen Smith to take over “Bits ‘n’ Pieces” magazine
* Next AGM, Board to formalise the nomination form that identifies what is the expectation and what is involved for being a director of RDA (NSW)
* SIEC – good attendance for 2023 Dressage Championships - Goulburn, Ryde, Box Hill TT, Tamworth and open riders. Budget to be set, estimated from previous expenses for the championships, for the riders from the RDA Centres to attend the championships
* Director = Volunteer for 2 years at a centre and what that means and clear definitions of the role of a volunteer. Discussion on the need to define what volunteering for 2 years implies. Being involved hands on in an activity at a Centre and regular participation for the 2 years needs to be stressed
* RDAA is wanting to reach out again to RDA(NSW). Benefits for RDAA for RDA (NSW) to join RDAA discussed. RDAA constitution not changed. ZOOM meeting with the Board and RDAA to be organised by RDAA. This may be followed by a F2F meeting as requested by RDAA. RDAA contacted directors explained at this moment in time RDA (NSW) will continue as we are.
* Meeting Board and Nicole King and Wendy Torr – discussion held on the importance of Coaches at our Centres. Expectations of Volunteer coaches is to rely on the paid coaches. Some Centres have no support for the Volunteer Coaches. We need to be open minded and future focused to provide the stability of a centre. Capacity of the Centre for Riding will depend on the coaching numbers. We don’t have people at the Centres in the correct roles to help the coaches.
* all actions required for the acquittal to receive the grant money received for EFMH&L to be completed by the EFMH&L committee.
* Amending the RDA (NSW) Centre Constitutions and the State Constitutions – Centre constitutions to be looked at and changed in accordance to the State Constitution.
* Directors inspected the vacated property Box Hill House - vegetation and land is a fire hazard pool to be emptied and backfilled and the land cleared.
* Margaret Norman and Joe Orland to meet with council re relocation of Nepean Centre and have it up and running
* AGM and Admin Workshop 2024 will be hosted by Box Hill TT Centre
* Pegasus – in touch with rda would like our coach training to do the cert 111. They are not happy with RDAA. Would like to do extra activities. suggestions made that they can access our coaching program as do some Centres in QLD. Need a lease agreement that covers riding schools, Pony clubs that access RDA.
* A new projector to be purchased for RDA (NSW)

**Summary of Issues and decisions from Minutes of Board Meetings held**

**January to June 2024**

* **Motion:** “That each RDA (NSW) Centre is to always, in official documents, use the name in the form of either:
	1. “Riding for the Disabled Association (NSW) [approved name of Centre]” or
	2. “RDA (NSW) [approved name of Centre]””
* CASP budget approved
* **Motion:** “The prize money from the 2023 Golden Eagle be distributed among our full centres with funds put in trust for those centres in administration or recess”.

This motion was later disputed when directors realised that this was not allowable under our constitution.

* The current requirements for all Centres, regardless of size, to have their accounts audited- need to change the constitution. Need to align our auditing practises in line with the ACNC
* **Meeting with Nicole King:**
	1. Coach training course much easier now with the new system on line.
	2. Number of trainee coaches relatively the same after COVID
	3. If AC cannot ride a horse, they can be assessed taking this into account.
	4. Some existing coaches don’t let the new coaches get established. Some trainees have problems with the unique issues we have at RDA and are not suitable for the role
	5. The modules can be completed by hard copy if the candidate is not computer literate
	6. Connections allocated funds for 4 Connections workshops. Margot Bulger running the workshops. Margot is a founder and qualified person for EFMH&L
	7. RDA offers 2 streams - Equine facilitated learning and equine facilitated mental health. The mental health stream is to be run alongside a mental health professional
	8. **Counselling Services for our Coaches and Volunteers**. Employment assistance programs available. RDA will source Counselling services for coaches, volunteers and staff.
	9. **Certificate 111** – approved for the next 5 years - waiting on approval from ASQA to enrol people in the program.
* **Active Kids/WWCC** – service NSW changes - each individual Centre must complete an application.
* **House at Gables** –
	1. property being cleaned After the property is cleaned up the pool will be removed.
	2. BH Subdivision – Margaret Norman sent emails to the Board – expenditure approved
	3. Telstra’s Proposal – all approved final document signed off and sent to Telstra.
* **AGM and Coaching Workshop 2023 –**
	1. RDA (NSW) to host the AGM/Dinner Box Hill TT hosting the Coaching Workshop at their Centre
	2. RDA (NSW) Annual Report **–** Report received from most Centres.
	3. Forum to take place before the AGM Independent Chair sourced – Mark Paterson. Panel selected for the forum to answer questions
	4. AGM Awards – presenters selected
* **Regional Reps** - Wendy Dunbar to be Regional Rep. for Mid North Coast Region. (Wendy resigned at the AGM weekend) Jenny Wilkinson to be Interim Regional Rep. for North West Region.
* **CASP – Meeting with Jenny Wilkinson and Nicole King 3.5.24**
	1. **Affiliation Centres for Coaching** - independent centres NK explained that RDA (NSW) train the coaches at the QLD Centres how to operate at their own Centres. They use their own template forms. Disadvantages of having affiliated Centres:Copyright issues. If something happens to Affiliated Centres RDA (NSW) may be tarnished. Pegasus. What is happening with Pegasus. was to meet with RDA (NSW) re becoming and affiliated Centre. They have remained with RDAA.
	2. **Diversify of programmes** - Pet therapy and grooming Program or just patting a horse. We need to empower our coaches to do what is needed in the community. RDA (NSW) needs to lobby be out there and reactive to changes in the community. RDA is safety better than some on the market. Training is for a reason and a purpose we are better than disability horse riding on the market. Riders come to us as we are a charity our fees are lower. RDA needs to advertise our high level of safety.
	3. RDA (NSW) structure needs to change. Organisation needs to go back to the structure of how an organisation needs to be run. Operations of the organisation needs to change. RDA (NSW) Constitution needs changes
	4. 2018 constitution came out the council changed the name to SNC the only difference is

that the board doesn’t need to have approval from the Council for changing fees. Regional Reps. not having meetings. Regional Reps. need to play a larger role in the operations of the association and report back to the Board.

* 1. Discussion held on paying coaches
* **Governance -** TL completed all 3 requirements for future grant applications with Office of Sport
* **Extension of appointed position**s - Margaret Norman to remain as consultant/Clarry Quirk to stay in regards Ballina issues as Reg. Rep. JP to remain as appointed director.
* Directors had an NCAT meeting re Anna Rimac and rental property at Ballina & District on Wednesday 1 May 2024. All NCAT documents to date need to be printed and filed in a folder and sent x 3 Board to seek legal representation through HWL.