

**AGENDA OF THE 2024 ANNUAL GENERAL MEETING OF THE
WESTERN AUSTRALIAN ENDURANCE RIDERS' ASSOCIATION INC.**

*To be held on Saturday 22nd November 2025 @ 2pm
Location: Serpentine Sports Ground, 1432 Karnup Road, Serpentine WA 6125*

Meeting commenced at:

Apologies: (separate list will be attached)

Attendees: (separate list will be attached)

Scrutineers Appointed:

- 1. President's Welcome:**
- 2. Members present:**
- 3. Apologies:**
- 4. Proxy Vote Registration:**
- 5. Appointment of Scrutineers:**
- 6. Confirmation of previous, 2024, WAERA AGM Minutes**

Motion: The minutes of the WAERA Annual General Meeting held on 7th December 2024 are accepted and endorsed.

Moved:

Seconded:

Decision:

7. Treasurer's Report

Motion: The Treasurer Reports presented at the WAERA Annual General Meeting held on 22nd November 2025 are accepted and endorsed.

Moved:

Second:

Decision:

8. Election of Executives Committee Members for 2026

8.1. Election of the WAERA President - Vacant

Job Title: WAERA President (2 year term)

Main Duties:

- Must have a good understanding of the WAERA constitution.
- Schedules and chairs meetings, ensuring agenda is followed and any motions are correctly processed (mover, seconder and vote).
- Responds to any complaints that come to the SMC and manages the process of resolution.
- Supports the Secretary in correspondence to AERA and to the

WAERA membership.

- Co-ordinates SMC activity

Average Hours per week:

- 3 hours per week, plus meetings

Basic Skill Set recommended:

- Computer literacy
- Reliable Internet / Wi-Fi service
- Familiarity with or willingness to familiarise self with use of Zoom for SMC monthly meetings
- Become a bank signatory as a member of the Executive Committee as part of the oversight of the WAERA spending.

Nominations received from: (Name) (Membership #)

Nominated by:

Seconded by:

Profile of Candidate:

Voted:

8.2 Election of the Vice President - Vacant

Job Title: WAERA Vice-President (1 year term)

Main Duties:

- Works to support the President
- Must be prepared to take on the President role until the next AGM, should the elected president be unable to do so
- Perusal of SMC email communication
- Attend Monthly State Management Meetings

Average Hours per week:

Very few unless having to step in for / fill role as the President; SMC monthly meetings @ 60-90 minute per meeting, on average.

Basic Skill Set recommended:

- Computer literacy
- Reliable Internet / Wi-Fi service
- Familiarity with or willingness to familiarise self with use of Zoom for SMC monthly meetings
- Become a bank signatory as a member of the Executive Committee as part of the oversight of the WAERA spending

Nominations received from: (Name) (Membership #)

Nominated by:

Seconded by:

Profile of Candidate:

Voted:

8.3 Election of WAERA Secretary - **Vacant**

Job Description:

Job Title: **WAERA Secretary** (2 year term)

Main Duties: Division secretaries often handle administrative tasks such as maintaining records, managing communications between members and the committee, organizing meetings, preparing agendas and minutes, and ensuring compliance with the organization's rules and regulations. They might also be responsible for coordinating events, managing memberships, and handling correspondence.

Average Hours per week:

1-5 hours per week (or more if you desire) depending on

- Time of year (i.e. beginning of season, end of season, out of season)
- Membership numbers
- Member inquiries
- Committee requests

Basic Skill Set recommended:

- Computer literacy
- Reliable Internet / Wi-Fi service
- Familiarity with or willingness to familiarise self with use of Zoom for SMC monthly meetings

- Become a bank signatory as a member of the Executive Committee as part of the oversight of the WAERA spending

Nominations received from: (Name) (Membership #)

Nominated by:

Seconded by:

Profile of Candidate:

Voted:

9. State Management Committee (SMC) Positions for 2025

*[Reference section 17 of the Constitution February 2020: **Membership of Management Committee**]*

9.1. SMC positions for 2025 are currently filled by:

- Hannah Roscoe (WAERA Promotions/FB/Website Portfolio)
- Natasha Ellery (AERA Delegate; WAERA Social Media Portfolio)??
- Carol Grgic (Volunteers)
- Emma Wilcock (Ride Calendar Portfolio)
- Anne Barnes (Honorary Veterinarian)
- Kerri Jurgens (Honorary Veterinarian)

9.2. Nominations for SMC position(s):

Nomination received from: (Name) (Membership #)

Nominated by:

Seconded by:

Profile of Candidate:

Voted:

10. Call for Nominations for **Vacant Portfolio Positions** to support the SMC in 2025:

11. Appointment of Financial Reporter (Term is one year)

12. Appointment of Honorary Membership for 2026

13. Current Portfolio Positions Occupied:

13.1. AERA Delegate – currently filled by Natasha Ellery

Nomination received from: (Natasha Ellery) (Membership # 60785)

Nominated by:

Seconded by:

Profile of Candidate:

Voted:

13.2. Social Media – currently filled by Natasha Ellery

Nominations received from: (Natasha Ellery) (Membership # 60785)

Nominated by:

Seconded by:

Profile of Candidate:

Voted

13.3. Promotion of Endurance Riding – currently filled by Hannah Roscoe

Nominations received from: (Name) (Membership # 109707)

Nominated by:

Seconded by:

Profile of Candidate:

Voted

13.4. Computer Data Registrar – currently filled by Anita Fortsch

Nominations received from: (Name) (Membership # 60613)

Nominated by:

Seconded by:

Profile of Candidate:

Voted

13.5. Merchandise – Currently filled by Karen Karlovsky

Nominations received from: (Name) (Membership # 60976)

Nominated by:

Seconded by:

Profile of Candidate:

Voted

14. Appointment of WAERA Honorary Veterinarian(s) – currently filled by Dr Anne Barnes & Dr Kerri Jurgens

Motion:

Moved:

Decision:

15. Call for / Update on Nominations for Tom Quilty Gold Cup 2027 committee

16. Meeting Closed at: