



## Minutes

Committee meeting held Wednesday 18 April 2018 at 6.30pm at Bos Taurus Restaurant

### 1. Opening of Meeting

Vice President, Carolyn Brown opened the meeting at 6:55pm

**Present:** Caroline Brown, Amanda Lovick, Kirsten Lingard, Vanessa Mattiazzo, Annalie Squires, Jessica Wheeler

**Apologies:** Jane Park, Robyn Reed

### 2. Minutes

Minutes of the previous meeting were circulated by email and acknowledged as read.

Moved: Jess Wheeler / Seconded: Vanessa Mattiazzo as being correct

### 3. Business Arising

- Sand on Oval – to be updated by Robyn Reed at May meeting
- Member Survey - Abridged version of results completed by Vanessa but not sent to members. To be sent via email to all members also advising date of Special General Meeting once set. Courtesy correspondence to be sent to MPC re lowering membership prior to this occurring. Vanessa to draft.
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Moved: Annalie Squires / Seconded Amanda Lovick

### 4. Correspondence In / Out:

- Letter of Complaint against HRCVA member – Horse Trials – acknowledgement of receipt received from HRCVA
- Chaff Chat magazine
- M3DE HRCVA ticket offer
- Brigitte van Sprang re instructing introduction
- Rodeo feedback sent
- Horse Trials thank you emails

## 5. Reports

### i. Secretary Report –

New Member – Jacinta Qose – Associate from GV

Moved: Amanda Lovick / Seconded: Caroline Brown

### ii. Treasurer Report –

Profit & Loss attached and noted that not all Horse Trials invoices received so final figures still not know.

Treasurer Annalie Squires requested Committee approval to allow Bendigo Bank to disclose MADEC bank account information to Quickbooks via a completed and signed 'Information to Disclose Information' form. Committee unanimously approved this request.

Moved: Annalie Squires / Seconded: Kirsten Lingard

## 6. General Business

### i. Horse Trials 2018 - Review

General consensus was that it was a success event and managed well given weather conditions. It was acknowledged that the effort required to run such an event is massive and in future a better allocation of jobs is required.

*Dressage:* Weather was problematic, however, the arena held up well. Piaffe Rugs not to be used again due to early ordering and very late delivery and constant follow up required.

*SJ:* Good decision to have warm up on the arena but not well managed by marshalls and number of riders at times well over the allocated number.

*XC:* Not enough member helpers given the amount of work required but despite this the course looked great and rode well. Changes to L3 & L5 well received. The start for L2 & L3 was not ideal and if run this way again, bunting and additional Marshalls need to be in place to move riders along to start box.

*Canteen:* Successful change of menu and well received re healthy options available.

**ii. Giving for Grassroots Grant**

Kirsten Lingard to follow up and lodge grant if MADEC deemed eligible.

**iii. Rally dates going forward for 2018**

27 May	Kirsten & Amanda
16 June	Caroline Brown
24 June	Vanessa (Showing Clinic)
July	Committee members to investigate indoor options & advise at May meeting

All General Business items were moved Jess Wheeler / Seconded Amanda Lovick

**Meeting Closed:** 9.15pm

**Next Meeting:** **16 May 2018**

# Mansfield & District Equestrian Club Inc

## BALANCE SHEET

As of March 31, 2018

Assets	TOTAL
Current Assets	
BBL Operating Account	13,658.64
BBL Term Deposit	5,694.99
Bonds	0.00
Cash on Hand	0.00
Old Undeposited Funds	0.00
Undeposited Funds	0.00
Uniforms on Hand	555.00
<b>Total Current Assets</b>	<b>A\$19,908.63</b>
Long-term assets	
Dressage Equipment	5,445.73
Jumping Equipment	8,796.57
Office Equipment	340.24
Sand Arena	0.00
Shed	2,312.50
Trailers & Bikes	7,326.81
<b>Total long-term assets</b>	<b>24,221.85</b>
<b>Total Assets</b>	<b>A\$44,130.48</b>
Liabilities and shareholder's equity	
Current liabilities:	
Mastercard	0.00
BAS Liabilities Payable	-10.91
Member Credits	
Amanda Lovick	125.00
Annalie Squires	60.00
Belinda Caldow	70.00
Briana Seaton	20.00
Caroline Brown	50.00
Chris Egan	161.13
Christine Dale	25.00
Dani Stefanutti	48.75
Daniela Friday	0.00
Fenella Barker	125.00
Holly Mitchell	10.00
Jane Parks	65.00
Janet Daniels	20.00
Jess Metcalfe	70.00
Jess Wheeler	100.00
Judy Dixon	70.00
Julie King	70.00
Justine Wedlock	235.00
Kate Finger	5.00
Kerryn Gooding	60.00
Kirsten Lingard	125.00
Kylie Millard	70.00
Lauren Lines	105.00

	TOTAL
Marg Van De Vreede	
Margie Twycross	15.00
Michelle Smith	30.00
Mili Friday	30.00
Nichola Payne	30.00
Nicole Nye	120.00
Nicole Smith	10.00
Nikki Grey	30.00
Perrin Gooding	40.00
Poss Thomson	5.00
Robyn Carrington	75.00
Robyn Reed	40.00
Ross Kennedy	130.00
Sadie Powers	60.00
Sally Hill	30.00
Sharon Smith	10.00
Tara Scheffer	15.00
Tayla King	15.00
Teresse Birkett	45.00
Vanessa Mattiazzo	45.00
<b>Total Member Credits</b>	225.00
Sand Arena Facility Fee	2,689.88
<b>Total current liabilities</b>	0.00
	<b>A\$2,678.97</b>
Non-current liabilities:	
Loan Mansfield Shire	
<b>Total non-current liabilities</b>	0.00
	<b>A\$0.00</b>
Shareholders' equity:	
Net Income	
Opening Bal Equity	5,990.87
Retained Earnings	21,642.14
<b>Total shareholders' equity</b>	13,818.50
	<b>A\$41,451.51</b>
<b>Total liabilities and equity</b>	<b>A\$44,130.48</b>

# Mansfield & District Equestrian Club Inc

## PROFIT AND LOSS

March 2018

	TOTAL
Income	
Events	
Horse Trials	
Camping	205.00
Canteen	1,198.90
Entry	3,220.00
Raffle	653.00
Sponsorship	1,350.00
Yards	125.00
<b>Total Horse Trials</b>	<b>6,751.90</b>
Inter-club Dressage Jackpot	15.00
<b>Total Events</b>	<b>6,766.90</b>
Membership Fees	165.00
Rallies	
03. March	75.00
<b>Total Rallies</b>	<b>75.00</b>
TTT Events	395.00
Uniform Sales	70.00
<b>Total Income</b>	<b>A\$7,471.90</b>
GROSS PROFIT	<b>A\$7,471.90</b>
Expenses	
Computer Expenses	287.37
Event Expenses	
Horse Trials	
Catering	271.75
Hire Equipment	302.50
Judges	1,865.00
Materials	145.57
Refunds	595.00
Rubbish Removal	75.00
Venue Hire	670.00
Working bee	1,200.75
<b>Total Horse Trials</b>	<b>5,125.57</b>
<b>Total Event Expenses</b>	<b>5,125.57</b>
Grounds Hire	70.00
Postage	127.00
TTT Entry Fees	545.00
<b>Total Expenses</b>	<b>A\$6,154.94</b>
NET EARNINGS	<b>A\$1,316.96</b>

# Mansfield & District Equestrian Club Inc

## HORSE TRIALS PROFIT AND LOSS COMPARISON

October 2017 - September 2018

	TOTAL	
	OCT 2017 - SEP 2018	OCT 2016 - SEP 2017 (PY)
<b>Income</b>		
Events		
Horse Trials		
Camping	605.00	722.00
Canteen	1,198.90	1,704.60
Entry	8,135.00	7,560.00
Raffle	653.00	980.00
Sponsorship	1,350.00	2,120.00
Subsidies		800.00
Yards	505.00	620.00
<b>Total Horse Trials</b>	<b>12,446.90</b>	<b>14,506.60</b>
<b>Total Events</b>	<b>12,446.90</b>	<b>14,506.60</b>
<b>Total Income</b>	<b>A\$12,446.90</b>	<b>A\$14,506.60</b>
<b>GROSS PROFIT</b>	<b>A\$12,446.90</b>	<b>A\$14,506.60</b>
<b>Expenses</b>		
Event Expenses		
Horse Trials		
Advertising	70.00	120.00
Catering	271.75	886.99
Hire Equipment	302.50	920.06
Judges	1,865.00	1,360.00
Materials	145.57	268.00
Refunds	680.00	520.00
Ribbons & Prizes	706.40	1,131.58
Rubbish Removal	75.00	
Venue Hire	1,125.00	1,860.00
Working bee	1,200.75	1,145.00
<b>Total Horse Trials</b>	<b>6,441.97</b>	<b>8,211.63</b>
<b>Total Event Expenses</b>	<b>6,441.97</b>	<b>8,211.63</b>
<b>Total Expenses</b>	<b>A\$6,441.97</b>	<b>A\$8,211.63</b>
<b>NET EARNINGS</b>	<b>A\$6,004.93</b>	<b>A\$6,294.97</b>

Mansfield & District Equestrian Club Inc  
BBL Operating Account, Period Ending 31/03/2018

**RECONCILIATION REPORT**

Reconciled on: 05/04/2018

Reconciled by: Annalie Squires

Any changes made to transactions after this date aren't included in this report.

**Summary**

	AUD
Statement beginning balance.....	
Cheques and payments cleared (34).....	12,075.58
Deposits and other credits cleared (59).....	-5,910.74
Statement ending balance.....	<u>7,673.80</u>
	<u>13,838.64</u>
Uncleared transactions as of 31/03/2018.....	
Register balance as of 31/03/2018.....	-180.00
Cleared transactions after 31/03/2018.....	13,658.64
Uncleared transactions after 31/03/2018.....	0.00
Register balance as of 05/04/2018.....	-860.60
	<u>12,798.04</u>

**Details**

Cheques and payments cleared (34)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (AUD)
20/02/2018	Refund	2244	Kennedy, Ross	-85.00
28/02/2018	Bill Payment	1328	Computer Sashes & Rosette...	-300.80
28/02/2018	Expense		Wyena ARC	-415.00
28/02/2018	Expense		VicRoads	-58.10
28/02/2018	Cheque	1352	HRCav	-60.00
02/03/2018	Expense		Vanessa Mattiazo	-146.73
05/03/2018	Refund	2233	Marks' IGA Supermarket	-86.82
06/03/2018	Expense		Sinclair, E.	-25.00
07/03/2018	Expense		Mansfield Pony Club	-70.00
13/03/2018	Refund	2217	Mansfield Bakery	-19.10
15/03/2018	Expense		Linden, Kelly	-65.00
15/03/2018	Expense		Vanessa Mattiazo	-287.37
15/03/2018	Expense		HRCav	-125.00
24/03/2018	Expense	1353	Wyena ARC	-445.00
24/03/2018	Expense	1351	Cook, Lein	-180.00
24/03/2018	Expense	1355	Lindsay, Gwyn	-80.00
24/03/2018	Expense		Harrison, Brodie	-400.00
24/03/2018	Expense		Red Hot Coffee	-51.90
26/03/2018	Refund	2242	Wright, Adrian	-300.00
26/03/2018	Refund	2241	Luke, Karen	-95.00
26/03/2018	Refund	2238	MacDonald, Tara	-95.00
26/03/2018	Refund	2237	Marshall, Sarah	-75.00
29/03/2018	Expense		Wood, Sarah	-85.00
29/03/2018	Expense		Annalie Squires	-127.00
29/03/2018	Expense		Wyena ARC	-100.00
30/03/2018	Expense		Lucinda Mack	-725.00
30/03/2018	Expense		Vanessa Mattiazo	-315.25
30/03/2018	Expense		Yenckens	-15.75
30/03/2018	Bill Payment		Mansfield Bakery	-19.10
30/03/2018	Expense		Mansfield A & P Society	-670.00
30/03/2018	Refund	2235	Aaron Grey Contracting	-75.00
30/03/2018	Expense		Babidge, Kate	-85.00
30/03/2018	Refund	2234	Mansfield Hospitality Supplies	-132.82
			Stanley, Tracy	-95.00
<b>Total</b>				<b>-5,910.74</b>

Deposits and other credits cleared (59)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (AUD)
28/02/2018	Sales Receipt	2239	MAggs, Jo	75.00
01/03/2018	Sales Receipt	2180	Mumme, Tess	75.00
01/03/2018	Sales Receipt	2181	Slockwitch, Kylie	85.00
02/03/2018	Sales Receipt	2184	Gooding, Kerryn	80.00



DATE	TYPE	REF NO.	PAYEE	AMOUNT (AUD)
02/03/2018	Sales Receipt	2183	Metcalfe, Jess	110.00
02/03/2018	Sales Receipt	2182		60.00
02/03/2018	Sales Receipt	2185	Nugent, Erin	95.00
05/03/2018	Sales Receipt	2186	Stanley, Tracy	95.00
05/03/2018	Sales Receipt	2187	Millard, Kylie	100.00
05/03/2018	Sales Receipt	2188	Farran, Rebecca	90.00
06/03/2018	Sales Receipt	2189	Baker, Nicole	95.00
06/03/2018	Sales Receipt	2190	Page, Elissa	75.00
06/03/2018	Sales Receipt	2192	Curry, Ruth	150.00
06/03/2018	Sales Receipt	2193	Seaton, Bri	75.00
07/03/2018	Sales Receipt	2197	Grundy, Rachel	75.00
07/03/2018	Sales Receipt	2196	Saunders, Fran	85.00
07/03/2018	Sales Receipt	2195	McLeod, Leanne	150.00
07/03/2018	Sales Receipt	2194	Wood, Sarah	85.00
07/03/2018	Sales Receipt	2198	North, Lisa	150.00
07/03/2018	Sales Receipt	2199	Grey, Nikki	75.00
08/03/2018	Sales Receipt	2201	Murphy, Jessica	75.00
08/03/2018	Sales Receipt	2200	Linden, Kelly	160.00
09/03/2018	Sales Receipt	2204	Van Dinthe, Laura	85.00
09/03/2018	Sales Receipt	2205	Stoekwitch, Kylie	85.00
09/03/2018	Sales Receipt	2206	Paton, Jo	75.00
09/03/2018	Sales Receipt	2207	Gooding, Perrin	75.00
09/03/2018	Sales Receipt	2203	Mitchell, Lynda	75.00
09/03/2018	Sales Receipt	2202	Thomsen, Angela	75.00
09/03/2018	Sales Receipt	2208	Skinner, Karen	150.00
11/03/2018	Sales Receipt	2209	Babidge, Kate	85.00
12/03/2018	Sales Receipt	2210	Marshall, Sarah	75.00
13/03/2018	Sales Receipt	2191	King, Tayla	110.00
13/03/2018	Sales Receipt	2211	Baker, Nicole	95.00
13/03/2018	Sales Receipt	2212	Hart, Tim	85.00
13/03/2018	Sales Receipt	2213	Hanrahan, S	75.00
13/03/2018	Sales Receipt	2214	Johnson, Melinda	85.00
13/03/2018	Sales Receipt	2240	Mitchell, Holly	20.00
14/03/2018	Sales Receipt	583	Portman, Lisa	95.00
14/03/2018	Sales Receipt	288	Ramsay, Melanie	85.00
14/03/2018	Sales Receipt	5043	Darby, Joanne	95.00
15/03/2018	Sales Receipt	2218	Anderson, Christopher	310.00
16/03/2018	Sales Receipt	2219	Hazeldene, Kate	75.00
16/03/2018	Sales Receipt	2245	Townsend, Julie	80.00
20/03/2018	Receive Payment		Gone Riding	150.00
20/03/2018	Sales Receipt	2216	Price, Elizabeth	85.00
21/03/2018	Sales Receipt	2215	Mitchell, Holly	35.00
22/03/2018	Receive Payment		Van Eyk Horses	1,000.00
24/03/2018	Sales Receipt	2222	Hill, Jamie	15.00
24/03/2018	Sales Receipt	2225	Mansfield Floats & Trailers	100.00
24/03/2018	Sales Receipt	2224	Johnson, Melinda	10.00
24/03/2018	Sales Receipt	2223	Earp, Diana	20.00
24/03/2018	Sales Receipt	2221	Price, Libby	30.00
24/03/2018	Sales Receipt	2220	Page, Elissa	10.00
27/03/2018	Sales Receipt	2231	Anderson, Christopher	95.00
27/03/2018	Sales Receipt	2226		653.00
27/03/2018	Sales Receipt	2227		898.90
28/03/2018	Sales Receipt	2247		351.90
28/03/2018	Sales Receipt	2246		95.00
29/03/2018	Sales Receipt	2232	King, Tayla	20.00

Total

7,673.80

**Additional Information**

Uncleared cheques and payments as of 31/03/2018

DATE	TYPE	REF NO.	PAYEE	AMOUNT (AUD)
24/03/2018	Expense	1354	Irvine, Raylene	-180.00

Total

-180.00

Uncleared cheques and payments after 31/03/2018

4/5/2018

DATE	TYPE	REF NO.	PAYEE	AMOUNT (AUD)
03/04/2018	Bill Payment	1353	Mansfield Sand Arena Com...	-455.00
05/04/2018	Bill Payment	1354	Piaffe Equestrian Supplies	-405.60
Total				-860.60



# Mansfield & District Equestrian Club Inc

## MEMBER CREDITS

ACCOUNT	TYPE	DETAIL TYPE	DESCRIPTION	BALANCE
Member Credits:Amanda Lovick	Current liabilities	Client Trust Accounts - Liabilities		-125.00
Member Credits:Annalie Squires	Current liabilities	Client Trust Accounts - Liabilities		-60.00
Member Credits:Belinda Caldwell	Current liabilities	Client Trust Accounts - Liabilities		-70.00
Member Credits:Caroline Brown	Current liabilities	Client Trust Accounts - Liabilities		-50.00
Member Credits:Chris Egan	Current liabilities	Client Trust Accounts - Liabilities		-161.13
Member Credits:Christine Dale	Current liabilities	Client Trust Accounts - Liabilities		-25.00
Member Credits:Dani Stefanutti	Current liabilities	Client Trust Accounts - Liabilities		-48.75
Member Credits:Daniela Friday	Current liabilities	Client Trust Accounts - Liabilities		0.00
Member Credits:Fenella Barker	Current liabilities	Client Trust Accounts - Liabilities		-125.00
Member Credits:Jane Parks	Current liabilities	Client Trust Accounts - Liabilities		-65.00
Member Credits:Jess Metcalfe	Current liabilities	Client Trust Accounts - Liabilities		-70.00
Member Credits:Jess Wheeler	Current liabilities	Client Trust Accounts - Liabilities		-100.00
Member Credits:Judy Dixon	Current liabilities	Client Trust Accounts - Liabilities		-70.00
Member Credits:Julie King	Current liabilities	Client Trust Accounts - Liabilities		-70.00
Member Credits:Justine Wedlock	Current liabilities	Client Trust Accounts - Liabilities		-235.00
Member Credits:Kate Finger	Current liabilities	Client Trust Accounts - Liabilities		-5.00
Member Credits:Kerryn Gooding	Current liabilities	Client Trust Accounts - Liabilities		-60.00
Member Credits:Kirsten Lingard	Current liabilities	Client Trust Accounts - Liabilities		-125.00
Member Credits:Kylie Millard	Current liabilities	Client Trust Accounts - Liabilities		-70.00
Member Credits:Lauren Lines	Current liabilities	Client Trust Accounts - Liabilities		-105.00
Member Credits:Marg Van De Vreede	Current liabilities	Client Trust Accounts - Liabilities		-15.00
Member Credits:Margie Twycross	Current liabilities	Client Trust Accounts - Liabilities		-30.00
Member Credits:Michelle Smith	Current liabilities	Client Trust Accounts - Liabilities		-30.00
Member Credits:Mili Friday	Current liabilities	Client Trust Accounts - Liabilities		-30.00
Member Credits:Nichola Payne	Current liabilities	Client Trust Accounts - Liabilities		-120.00
Member Credits:Nicole Nye	Current liabilities	Client Trust Accounts - Liabilities		-10.00
Member Credits:Nicole Smith	Current liabilities	Client Trust Accounts - Liabilities		-30.00
Member Credits:Poss Thomson	Current liabilities	Client Trust Accounts - Liabilities		-75.00
Member Credits:Robyn Carrington	Current liabilities	Client Trust Accounts - Liabilities		-40.00
Member Credits:Robyn Reed	Current liabilities	Client Trust Accounts - Liabilities		-130.00
Member Credits:Ross Kennedy	Current liabilities	Client Trust Accounts - Liabilities		-60.00
Member Credits:Sadie Powers	Current liabilities	Client Trust Accounts - Liabilities		-30.00
Member Credits:Sharon Smith	Current liabilities	Client Trust Accounts - Liabilities		-15.00
Member Credits:Tara Scheffer	Current liabilities	Client Trust Accounts - Liabilities		-15.00
Member Credits:Tayla King	Current liabilities	Client Trust Accounts - Liabilities		-45.00
Member Credits:Teresse Birkett	Current liabilities	Client Trust Accounts - Liabilities		-45.00
Member Credits:Vanessa Mattiazzo	Current liabilities	Client Trust Accounts - Liabilities		-225.00