

NAMIBIAN EQUESTRIAN FEDERATION

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MINUTES of the Annual General Meeting of the Namibian Equestrian Federation (NAMEF) held on Saturday, 01st August 2009 at 14h00 at the Walvis Bay Yacht Club

1. Chairman's Welcome and Apologies.

Mr. Riaan van Rooyen opened the meeting and welcomed all present.

The following apologies were received and noted accordingly –

1. Mrs. Betty Alfheim – Treasurer of NAMEF
2. NERA

A moment of silence was requested by the chairman for Natalie Weder, who passed away recently.

2. Declare the Meeting duly constituted and establish a Quorum present.

The Chairman confirmed that the meeting was duly constituted and that a quorum was present.

Proposed by Mrs. Annette Künzle and seconded by Mrs. Adriane Jandrell.

3. Confirmation of the minutes of the Annual General Meeting held on the 27th July 2008.

The minutes of the previous AGM held were circulated to the various clubs at the beginning of the meeting and were confirmed and approved as correct by the meeting.

4. Matters arising.

Point 8.2 regarding the investigation of fees and legalities for medical aid at shows was taken up. Mr. van Rooyen explained that the issue was investigated, and that it is actually a legal necessity to have an ambulance present at all shows.

5. Annual Report of the Chairman.

Mr. Riaan van Rooyen tabled his report and reviewed the year 2009.

He specifically referred to the following matters –

1. That it was the first time in the history of jumping and dressage that a workshop was held addressing topics such as show organizing, show jumping, dressage, grading systems, equitation and feedback from surveys.
2. The introduction of the new grading system, which is proving to be very successful, although it is still in its pilot year.
3. He mentioned that the bonds between NERA and NAMEF were strengthened and that there are plans to host joint tournaments.

4. He congratulated Michelle Künzle on her victory at the World Championships in Santiago and mentioned that this victory will further open opportunities for NAMEF to interact with the Namibia Sports Commission, the NOC and the Ministry of Youth, National Services, Sport and Culture.
5. The chairman also congratulated Sylvia Snyman who qualified for the World Championships in Santiago de Chile in 2009.
6. He mentioned pressing events that need to be addressed during the next year like the development of judges, course builders, announcers and any other officials as well as modernizing and adapting the constitution. A draft copy of the revised and adapted constitution was given to each club to peruse and forward proposed changes, alterations or additions by no later than 01st September 2009 to the secretary of NAMEF.
7. The judges, course builders, coaches, officials, clubs and all riders were thanked for their input and hard work into the sport
8. He also mentioned that Namibia has achieved a lot in the past year. SO much so, that even H.R.H. Princess Haya Al Hussein as well as the President of the FEI are noticing the changes in the Namibian Equestrian Sport
9. Before closing, the chairman thanked the committee for all the hard work and long hours they dedicated to NAMEF in the past year.

6. Annual Report of the Office Bearers on activities and developments.

The following reports were tabled by the serving NAMEF Exco members as indicated and approved by the meeting.

1. Show Jumping – Mr. Cord Cordes
2. Dressage – Mrs. Adrienne Jandrell
3. Equitation – Mrs. Sibylle Kazmaier
4. Eventing - Mr. Detlev Voigts
5. Grading – Mrs. Paulette Wise
6. Vice Chairperson – Dr. Anselm Voigts

The chairman then asked the floor for any comments:

- A proposal was made that old and redundant horse passports should be given back to NAMEF and these passport numbers marked as “redundant” on the passport list.

7. Financial Report and Annual Financial Statements (AFS) for the Financial Year ended 31 March 2009.

Mrs. Paulette Wise presented the AFS and the following matters were noted:

1. The big surplus amount for contributions for 2008 is due to the fact that clubs ‘back paid’ their fees for the year 2007. The reflection for 2009 is a more accurate one, although, there are still outstanding amounts, that will only reflect in the next financial year.
2. The description “Dressage Course” in the expenses part, should rather be renamed to “Dressage Judges Course”.

3. The loss reflected for the last financial year is mainly due to the replacement of the timing device and safety cups.

The financials were proposed by Mrs. Annette Künzle and seconded by Mrs. Sylvia Kotze.

8. Appointment of Auditors.

The proposal to re-appoint CJ Smith & Co as the auditors for 2010 was generally approved by the meeting.

Proposed by Mr. Manfred Falk and seconded by Mrs. Tatjana Mills.

9. Appointment of Election Officer.

No election officer was appointed due to the fact that no voting needed to take place as there were no counter proposals.

10. Election of Executive Committee Members.

1. The following members were re-elected without voting:

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|----------------|-----------------------|
| a) Chairperson | Mr. Riaan van Rooyen |
| b) Dressage | Mrs. Adriane Jandrell |

2. Post that were elected due to retirement of current delegate:

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| a) Treasurer | Mrs. Paulette Wise |
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3. Vacant Positions that were filled:

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|-----------------|-----------------------|
| a) Show Jumping | Mr. Cord Cordes |
| b) Equitation | Mrs. Sibylle Kazmaier |
| c) Eventing | Mr. Detlev Voigts |

11. Proposed changes of Contribution due to NAMEF.

Fees for 2009 as were approved by NAMEF:

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|---|------------|
| • Registration of Riders | N\$ 300.00 |
| • Registration of Horses | N\$ 200.00 |
| • Mailing/Address List | N\$ 30.00 |
| • Change of Registration (Grade or Class) | N\$ 100.00 |
| • Change of Registration (Bona Fide School Horse) | N\$ 50.00 |
| • Penalties | N\$ 100.00 |
| • Lodging of Complaints and/or appeals | N\$ 100.00 |
| • Annual Club Registration | N\$ 350.00 |
| • Electronic Timing Device (per day) | N\$ 100.00 |
| • First Aid Contribution (proposed fee per rider) | N\$ 50.00 |

Proposed changes:

1. It was proposed to change the registration fee of riders to N\$ 330.00 and the registration fee of horses to N\$ 220.00. This is in accordance to the proposed annual increase of 10% which was accepted by the members of the meeting.
2. The proposal to increase the annual club registration fee to N\$ 400.00 was accepted.
3. Mr. Gerhard Kotze made a further proposal to rename the "Mailing/Address List" fee to "Administration" fee and to increase this fee N\$ 50.00 annually.
4. It was also decided that the first aid contribution is a club decision and should be removed from NAMEF's list.

All increases and changes to the fees were proposed by Mr. Wouter Rossouw and seconded by Mr. Gerhard Kotze.

12. Group IX report.

Mr. Riaan van Rooyen briefly outlined the changes in the FEI structure.

13. NERA and NAMEF "Cross-Registration".

The chairman mentioned that the new constitution has made provisions for NERA to work together with NAMEF more closely. It was further discussed that any rider that is registered with NAMEF may compete in an endurance ride without having to register with NERA. In the same way, a rider that is registered with NERA may compete in an NAMEF endorsed competition without having to register at NAMEF. Should he/or she wish to compete on his/her own horse, this is possible as long as the horse is registered with NAMEF, since NERA does not register horses.

14. New grading point allocation for the new grading structure.

- As NAMEF had received some correspondence from riders/parents/coaches expressing their concern that riders and horses obtain their allocated 20 points too quickly and therefore move to the next grading level too soon, it was proposed to do away with the grading points for placings and only allocate one point for the first clear round and a second point for the second clear round. Should this become into effect, riders can choose to have their current points standing recalculated for the season (upon written application), or to remain with their current grading points.
- Another suggestion was to let riders or horses choose to stay in the level that they started in at the beginning of the show season.
- Everybody was requested to come up with further suggestions and forward these to the NAMEF secretary as soon as possible.

15. Renaming of levels.

It was decided to rename the current jumping levels from e.g. J9, J8, J7, J6, J5 etc to 70cm, 80cm, 90cm, 100cm and 110cm.

The dressage levels will not be named D7, D6, D5, D4 etc anymore, rather P, N, E, E/M etc.

16. Programs and schedules.

1. The grading of the riders and horses should please be indicated next to the riders' and horses' names in the programs. This will speed up the verification of the level of horse and rider for the judges and the grading secretary.
2. It was requested to attach a provisional time-table to schedule to make it easier for riders to choose their competitions they would like to enter into.
3. A decision was made that riders and horses need to be registered at NAMEF 14 days prior to the closing date of a schedule. Clubs need to be registered before they send their schedule to NAMEF for approval.

17. Appointment of hosts for the following events 2010.

1. Namibian Show Jumping Team Championships:
Will be hosted by the winner of the 2009 championships
2. Namibian Show Jumping Championships:
Gymkhana Club Windhoek – 24 – 26 September 2010
3. Namibian Dressage Championships:
Reiterverein Swakopmund – 04 – 05 September 2010
4. Namibian Equitation Championships:
Nubuamis Riding Club – 18 – 19 September 2010
5. FEI Jumping Challenge:
Gymkhana Club Windhoek – 06 – 08 August 2010
6. FEI Dressage Challenge:
Reiterverein Swakopmund – Date set by FEI

18. Events Calendar for 2010.

Clubs with conflicting dates for their annual graded show, will be contacted by the secretary to confirm other possible calendar dates. Once all dates have been finalized, a updated calendar of events will be sent out to all.

19. Team selection criteria.

It was pointed out that the show jumping team selection criteria has changed slightly due to the new grading system. An updated selection criteria will be mailed to all riders and/or made available on the website. The dressage team selection criteria remains unaltered. As in the previous year, a shortlist of the top ten riders in each class will be circulated before the last graded tournament.

20. Discussion of duly tabled motions and proposals.

1. Points tabled by Reiterverein Swakopmund:
 - a) It was the general agreement that a club should be allowed to host a show whenever it wishes even if the date was not submitted at the AGM, as long as a schedule is submitted in time which is at least three months before the closing date of the schedule.
 - b) A proposal was made that upon written application, a club is allowed to send a representative to a NAMEF meeting to 'sit in' and raise, present or explain a point they feel needs attention. Once this point has been covered, the club

representative will then leave the NAMEF meeting. This proposal was accepted.

- c) The question was raised whether a NAMEF committee member can co-opt a sub-committee to handle certain tasks for a certain time-span. This is possible.
- d) Due to the fact that the new grading system is only in its pilot year, the Rules and Regulations will be amended only after the end of the season. In general, changes to the Rules and Regulations, should only be made between seasons unless some changes need to get immediate attention.
- e) As discussed in point 4. of the AGM, Mr. van Rooyen mentioned the critical situation of medical aid at tournaments. It is actually a legal requirement that an ambulance is present at a tournament as well as medical aid staff for the full duration of the tournament.
- f) An enquiry was made as to what the procedures are to become a judge. It was decided that a guideline will be publicized on the website describing the relevant procedures. It was at the same time proposed to host judges courses not in the show season, but rather between seasons, so as to ensure maximum attendance.
- g) NAMEF is in the process of investigating possible development/assistance programs for local riders. It was requested to forward suggestions to the NAMEF secretary.
- h) It is the club's own responsibility to advertise their tournament in the media, but NAMEF will make efforts to publicize general information about the equestrian sport e.g. World Championships in Chile.
- i) It was requested that NAMEF can train someone at the coast to handle the timing device. Bryn Matthias volunteered. NAMEF will discuss the possibility at the next meeting and inform the coast in due time.
- j) The Namibian Championship dates were allocated in point 17. of the AGM.

21. Closure

Mr. Riaan van Rooyen thanked all parties present for their input and further thanked the Namib Riding Stables for organizing the venue.

The meeting was then subsequently closed and adjourned at 16h20.