



MINUTES of a meeting of the BOARD OF DIRECTORS held in the Amenities Building on **Wednesday 10 March 2021** commencing @ 2.03pm

PRESENT:

K Hedberg BVSc	J Seary (via Zoom)
L Brown	G Spagnolo
L Brand	N Keck
M Arthur	C Rafton
R Britten	E Pickering (by Zoom)
V Etherington OAM	R Harbin
	P Cutler

IN ATTENDANCE: V Gagan-Wilson (Company Secretary)
For part of meeting: A Khamis (Operations Manager), N DeSilva (Finance Team Lead), Mr B Sonter (DOGS NSW Insurance Broker), Mr K Hammond (President, Muswellbrook United Cattle Dog Club of N

APOLOGIES: J Sheppard, A Lee

MOVED P Cutler
THAT the apologies be **received**.

SECONDED L Brand

CARRIED

IN CAMERA

1. CONFIRMATION OF PREVIOUS MINUTES

MOVED G Spagnolo
THAT the Minutes of the following meetings of the Board of Directors be **confirmed**:-

1.2 **Electronic Meeting – w/e 26/2/2021**

CARRIED

1.1.4 Amendment Item 6.8.1 - Completion of the 2019/2020 Conformation Judges Education Program (Refer Item 1.2-BOD Electronic Minutes w/e 26/2/2021)

Director R Britten thanked the Company Secretary for resolving the anomaly with the resolution passed at Item 6.8.1 of the Board of Directors meeting held on 10 February 2021 in respect of the completion of the 2019/2020 Conformation Judges Education Program and requested the Office advise the Trainees and the Group Co-ordinators of the amended decision **urgently**.

2. GENERAL BUSINESS TO BE DEALT WITH IN CAMERA

2.1 Executive Committee Decisions

MOVED P Cutler
THAT the decisions of the Executive Committee in relation to ECD8, 9 & 9B/2021, which read as follows, be **endorsed**:-

SECONDED G Spagnolo

- 2.1.3 **ECD9B/2021: Amendment to Regulations Part XIII-COE, Clause 4**
THAT DOGS NSW Regulations Part XIII-Code of Ethics, Clause 4, which currently reads:-

4. *A Member commits to compliance with both the Prevention of Cruelty to Animals Act 1979 and the Companion Animals Act 1998 and their related Regulations as well as to the NSW Animal Welfare Code of Practice – Breeding Dogs and Cats.*

Be amended to read as follows:-

4. A Member commits to compliance with both the Prevention of Cruelty to Animals Act 1979 and the Companion Animals Act 1998 and their related Regulations, **so far as those Acts and Regulations relate to animal cruelty and welfare, provided that a member is not required to commit to comply with** ~~as well as to~~ the NSW Animal Welfare Code of Practice - Breeding Dogs and Cats **until it is substantially updated.**

CARRIED

A Khamis joined the meeting @ 2.14pm

2.2 Operations Manager's Report

2.2.1 Matters for Noting

MOVED L Brown

SECONDED E Pickering

THAT the following items in the Operations Manager's report be **noted**:-

- **Orchard Hills Lease & Other Government Related Matters**
- **Staff Part-Time Employment**
- **GSDL Club Lighting Upgrade Project**
- **New Memberships**

Director L Brown requested the Operations Manager provide a report to the next Board on the statistics over the past 3 months of cancellation of prefixes, ie, due to natural attrition or directly related to the perceived threat of DPI/RSPCA Breeder Audits. Further, that this report be a regular report to the Board and should include the statistics of new prefixes and resigned memberships and prefixes by age for the month.

- **Operational Statistics**

2.2.3 Memberships & the Electronic Magazine

Director C Rafton sought advice on the statistics of members who view the DOGS NSW Magazine electronically. The Operations Manager advised that the production of the Magazine is down from 6,000 to 2,500 since the introduction of the electronic version and the introduction of the \$35.00 extra cost on membership. It should be noted that it is the same cost to produce the Magazine no matter how many copies you make. Postage has increased.

Director P Cutler raised the concern of members' confusion in respect of membership fees with and without the Electronic Magazine and suggested the price of the DOGS NSW Magazine needs to be explained clearly to members.

The Operations Manager advised that the costs of membership and the DOGS NSW Magazine is published on the Scale of Charges which is available on the website, however, he will ensure that this issues is clarified in this week's Weekly Woof.

MOVED L Brown

SECONDED G Spagnolo

THAT the Operations Manager's Report for end February 2021 be **received**.

CARRIED

N DeSilva joined the meeting @ 2.50pm

2.3 Finance Committee – 24/2/2021

2.3.2 Recommendation 2 – Item 6.6: Refund of Draft Schedule Fees

Director L Brown requested the meeting give her leave to work with the Finance Team Lead and, based on information available, report back to the Board with a suitable solution that is the easiest to manage. There is no perfect solution – it may be that Clubs who have been disadvantaged need to write to the Office, providing proof that their show was cancelled, provide a balance sheet verifying their current finances and the Finance Committee will consider on an individual bases.

N Keck joined the meeting @ 3.05pm

2.3.3 Recommendation 3 – Item 7.1: Supply of DOGS NSW Ribbons

MOVED L Brown

SECONDED R Britten

THAT Recommendation 3, which reads as follows, be **approved**:-

THAT the supply of ribbons to DOGS NSW Committees be put to tender.

CARRIED

2.3.4 Recommendation 4 – Item 8.1.1: Financial Statements as @ 31 January 2021

MOVED L Brown

SECONDED V Etherington OAM

THAT Recommendation 4, which reads as follows, be **approved**:-

THAT the Financial Reports as @ 31 January 2021 be approved by the Board of Directors.

CARRIED

A Khamis & N DeSilva left the meeting @ 3.09pm

2.3.4 Recommendation 5 – Item 9.1: Southern Region Defibrillator

MOVED L Brown

SECONDED R Britten

THAT Recommendation 5, which reads as follows, be **approved**:-

THAT, given the advice that the Northern Region no longer requires the defibrillator provided by DOGS NSW, that Region be requested to return the defibrillator by courier as early as possible, ie, within 14 days.

CARRIED

2.3.5 **Southern Region Cheque Book**

A Khamis & N DeSilva joined the meeting @ 3.13pm

N DeSilva left the meeting @ 3.20pm

It was agreed the Chair of the Finance Committee and the Finance Team Lead will give further consideration to this matter and report back to the Board.

B Sonter, DOGS NSW Insurance Broker joined the meeting @ 3.20pm

2.3.6 **2021 RNSWCC Insurance Policies Renewals**

Mr B Sonter addressed the Board to answer any questions the Directors may have in respect of the 2021 RNSWCC Insurance Policies Renewals and also to explain the situation with flood coverage.

B Sonter, DOGS NSW Insurance Broker left the meeting @ 3.40pm.

A Khamis left the meeting @ 3.40pm

MOVED L Brand

SECONDED R Britten

THAT the Board **accepts** the 2021 RNSWCC Insurance Policies Renewals as presented.

CARRIED

MOVED P Cutler

SECONDED N Keck

THAT the Minutes of the Finance Committee meeting held on 24 February 2021 be **received**.

CARRIED

Meeting recessed @ 3.52pm

Meeting resumed @ 4.25pm

2.4 **Judges Committee – 23/2/2021**

2.4.1 **Recommendation 1 – Amendment to DOGS NSW Regulations Part II-Show, Clause 12.18(vi)**

Directors considered that the period of 12 months was an issue and also sought clarification in regards to:-

- the entry or exhibition of the dog
- the clear interpretation of “proprietary interest”
- the inclusion of the term “significant relationship” instead of proprietary interest

MOVED P Cutler

SECONDED E Pickering

THAT Recommendation 1 be **REFERRED** back to the Judges Committee for further consideration.

CARRIED

MOVED R Britten

SECONDED L Brown

THAT a **Motion be submitted to the ANKC** Ltd June 2021 Special Board Meeting as follows:-

THAT ANKC Ltd Regulations Part 5: Conformation Show, Section 4: Exhibitors, Clause 4.1.2(b)(c)(d)(e)&(f), which reads as follows:-

SECTION 4 Exhibitors

4.1 Proprietary Interest

4.1.2 A person may not enter, exhibit or handle under a judge officiating at a conformation show where

- a. The person is a member of the judge's family and/or resides at the same address as the judge.
- b. The judge has or has had any proprietary interest in a dog or dogs solely or in partnership with the member within a period of 12 months prior to the conformation show.
- c. Where the judge has handled any dog owned, leased or part leased by the person within a period of 12 months prior to the conformation show.
- d. The person has handled any dog owned or part owned or leased, or part leased by the judge in a period of 12 months prior to the conformation show.
- e. The person has accommodated the judge or been accommodated by the judge within a period of 12 months prior to the conformation show or intends to accommodate the judge within 24 hours after the conformation show
- f. The judge has trained or groomed for reward, for gift or favour a dog owned, or part owned, leased or part leased by the person in a period of 12 months prior to the conformation show.

Be amended to read:-

SECTION 4 Exhibitors

4.1 Proprietary Interest

4.1.2 A person may not enter, exhibit or handle under a judge officiating at a conformation show where

- a. The person is a member of the judge's family and/or resides at the same address as the judge.
- b. The judge has or has had any proprietary interest in a dog or dogs solely or in partnership with the member within a period of ~~12~~ 6 months prior to the conformation show.
- c. Where the judge has handled any dog owned, leased or part leased by the person within a period of ~~12~~ 6 months prior to the conformation show.
- d. The person has handled any dog owned or part owned or leased, or part leased by the judge in a period of ~~12~~ 6 months prior to the conformation show.
- e. The person has accommodated the judge or been accommodated by the judge within a period of ~~12~~ 6 months prior to the conformation show or intends to accommodate the judge within 24 hours after the conformation show
- f. The judge has trained or groomed for reward, for gift or favour a dog owned, or part owned, leased or part leased by the person in a period of ~~12~~ 6 months prior to the conformation show.

CARRIED

2.4.2 Fee for Complaints against Judges

Director P Cutler requested that the current procedure regarding complaints against Judges be amended to include a complaint fee and that on receipt of a formal complaint against a Judge, which includes a duly completed Complaints Lodgement Form and is accompanied by the complaint fee of \$150.00, the matter is received by the Disputes Assessment Secretary, logged onto the Inquiry Table and onforwarded to the Judges Committee for consideration.

2.4.3 Anomaly in DOGS NSW Regulations Part II-Show, Section 16

Director M Arthur drew to the attention of the Board that there is an anomaly in DOGS NSW Regulations Part II-Show, Section 16, due to amendments to those Regulations over time in that Clause 16.13 refers to a previous Clause, 16.7, which should now read 16.9.

For the Company Secretary: To amend DOGS NSW Regulations Part II-Show, Section 16, Clause 16.13 accordingly.

MOVED R Britten

SECONDED P Cutler

THAT the Minutes of the Judges Committee meeting held on 23 February 2021 be **received**.

CARRIED

2.5 Compliance Investigative Panel – 24/2/2021

MOVED P Cutler

SECONDED L Brown

THAT the Minutes of the Compliance Investigative Panel meeting held on 24 February 2021 be **received**.

CARRIED

2.6 Animal Welfare & Community Liaison Officer Report – February 2021

MOVED C Rafton

SECONDED P Cutler

THAT the Animal Welfare & Community Liaison Officer's Report for February 2021 be **received**.

CARRIED

2.7 Aggressive Dog Reports

2.7.1.1 Judges Examining Dog's Mouth

For the Office: To include a Notice in the next available Weekly Woof advising Judge that they should not persist in examining a dog's mouth if the dog reacts to or appears to be uncomfortable with such an exercise.

3. BUSINESS ARISING FROM MINUTES

3.1 2021 Committee/Working Party Membership
(Refer Item 2.10-BOD Minutes 10/2/2021)

3.1.1 **2021 Strategic Planning Working Party – Resignation of Convenor**

(Refer Item A.4.24-BOD Minutes 9/12/2020)

MOVED R Britten

SECONDED P Cutler

THAT the resignation of Director R Harbin as Convenor of the Strategic Planning Working Party be **accepted with regret**.

Directors were requested to put forward nominations for this position to next month's meeting.

3.1.2 **2021 Public Relations Committee – Membership**

(Refer Item 2.10.1-BOD Minutes 10/2/2021)

MOVED R Britten

SECONDED G Spagnolo

THAT the appointments to 2021 Public Relations Committee be **confirmed**.

CARRIED

3.3 **DPI/RSPCA Breeder Compliance Audits – Response from Ombudsman**

MOVED L Brown

SECONDED P Cutler

THAT the advice from the Ombudsman's Office be **noted** and the **Board's thanks** be conveyed to the Honorary Solicitor for the work he has done in this matter.

CARRIED

4. **JUDICIAL MATTERS**

4.1 **Judicial Co-ordinator's Report**

MOVED L Brown

SECONDED C Rafton

THAT the Judicial Co-ordinator's Report be **received**.

CARRIED

P Cutler abstained

5. **MOTIONS ON NOTICE** - NIL

6. **MONTHLY REPORTS**

6.1 **Company Secretary's Report**

6.1.4 **Section 2 – Items for Noting**

MOVED L Brown

SECONDED V Etherington OAM

THAT the Item for noting in the Company Secretary's Report be **noted**.

CARRIED

MOVED P Cutler

SECONDED C Rafton

THAT the Company Secretary's Report be **received**.

CARRIED

6.2 **VACANT**

6.3 Agility Committee

The Board noted that this Committee did not meet.

6.4 Agility Judges Committee – 9/3/2021

MOVED L Brown

SECONDED L Brand

THAT the Minutes of the Agility Judges Committee meeting held on 9 March 2021 be **received**.

CARRIED

6.5 Breed Assessment & Temperament Test Committee

The Board noted that this Committee did not meet.

6.6 Breed Standards Committee

The Board noted that this Committee did not meet.

6.7 Complex Development Working Party

The Board noted that this Committee did not meet.

6.8 Conformation Judges Training Committee

The Board noted that this Committee did not meet.

6.9 Constitution & Regulations Working Party

The Board noted that this Committee did not meet.

6.10 Dances With Dogs/Trick Dog Committee

The Board noted that this Committee did not meet.

6.11 Grounds Committee – 17/2/2021

6.11.1 Recommendations 1 & 2 – Item 4.3: German Shepherd Area and Building

6.11.1.1 Recommendation 1

MOVED L Brown

SECONDED R Britten

THAT Recommendation 1, which reads as follows, be **approved**:-

THAT new outdoor furniture be purchased for the GSDL Building to replace the damaged/fading furniture that has become both an eyesore and safety hazard.

CARRIED

6.11.1.2 Recommendation 2

MOVED R Britten

SECONDED L Brown

THAT the Board advises that **DOGS NSW is responsible** for upgrading the kitchen facilities in the GSDL Building.

CARRIED

For the Grounds Chair/Grounds Supervisor: To investigate and provide a report to the Board of the actual items that require upgrading.

6.11.2 Recommendation 3 – Item 4.4: Jack Russell Area

MOVED L Brown

SECONDED C Rafton

THAT Recommendation 3, which reads as follows, be **approved**:-

THAT the **Porta-loo** in the Jack Russell area be **removed** for disposal, as a safety and hygienic concern.

CARRIED

6.11.3 Recommendation 4 – Item 4.6: Maintenance Shed

MOVED L Brown

SECONDED L Brand

THAT Recommendation 4, which reads as follows, be **approved**:-

THAT costings be sort **as soon as possible** for a new structure to replace the existing shed due to safety issues surrounding the continued use of this shed both in security of equipment and worker welfare. Assistance could be sort from the Complex Fundraising Working Party.

CARRIED

6.11.4 Recommendation 5 – Item 6.2: Lighting Towers

MOVED L Brand

SECONDED L Brown

THAT Recommendation 5, which reads as follows, be **approved**:-

THAT costings be sort to provide power and lighting to all remaining non-powered canopies.

CARRIED

MOVED P Cutler

SECONDED G Spagnolo

THAT the Minutes of the Grounds Committee meeting held on 17 February 2021 be **received**.

CARRIED

6.12 Library & Archives Committee

The Board noted that this Committee did not meet.

6.13 Media & Government Legislation Committee – 1/3/2021

MOVED V Etherington OAM

SECONDED L Brown

THAT the Minutes of the Media & Government Legislation Committee meeting held on 1 March 2021 be **received**.

CARRIED

6.14 Members Education Committee -16/2/2021

6.14.1 Recommendation 1 – Item 7.1: Set Date for the Deferred Candidates Exam

MOVED V Etherington OAM

SECONDED E Pickering

THAT Recommendation 1, which reads as follows, be **approved**:-

THAT the date of 31 August 2021 be offered to those deferred candidates with acceptance to be notified to Committee Secretary & Examination Administrator by the 30 June 2021.

CARRIED

6.14.2 Recommendation 2 – Item 7.2: Review the Premises Inspection Checklist

MOVED C Rafton

SECONDED L Brown

THAT Recommendation 2, which reads as follows, be **approved**:-

THAT the title of the Breeders Prefix inspection checklist be changed by name to Prefix Inspection Checklist to avoid the confusion associated with an actual full Premises Inspection and that all Inspectors be notified of this procedural change and of their responsibilities and protocols in undertaking the Prefix Inspection. This will alleviate any confusion/misunderstanding with an inspection so carried out for Code Inspections.

CARRIED

6.14.3 Note for Board – Summary of Prefix Inspection & Inspectors

MOVED L Brown

SECONDED L Brand

THAT the Board **notes** the summary of Prefix Inspections conducted over the last 12 months along with the number of Prefix Inspectors in each Region.

CARRIED

6.14.4 Recommendation 3 – Item 7.3: Review & Amend Classmarker Prefix Examination Questions

MOVED V Etherington OAM

SECONDED N Keck

THAT Recommendation 3, which reads as follows, be **approved**:-

THAT An “in principle” approval be sought that: to Review the possibility of introducing a form of examining of the breed knowledge of members requesting a prefix: whereby the Breed Standard for their particular breed/s be given in an online for open book examination and possible credits (minimal) towards their final mark viewed as to feasibility. This would increase the opportunity of those few who fail the Prefix online exam to capture a minimal increase in final points and at the same time increase be awareness of the specifics to the breed/s they intend to breed.

CARRIED

6.14.5 Recommendation 4 – Item 7.4: Decide What Links are Needed to Help with Possible RSPCA Inspections for New Prefix Holders

MOVED L Brand

SECONDED V Etherington OAM

THAT Recommendation 4, which reads as follows, be **approved**:-

THAT the Animal Welfare Code of Practice for Breeding Dogs and Cats (AWCOP) Standards along with relevant DOGS NSW Breeding documentation be placed on the website as material available to Prefix Applicants, this material is to be non-examinable and is provided so that new Prefix holders are made aware of what may be involved in adhering to these new Code of Breeding guidelines and codes. Covering letter to applicants to include notation in regards to this as well and also, that it is non-examinable.

CARRIED

MOVED V Etherington OAM

SECONDED E Pickering

THAT the Minutes of the Members Education Committee meeting held on 16 February 2021 be received.

CARRIED

6.15 **Obedience & Tracking Committee**

The Board noted that this Committee did not meet.

6.16 **Obedience & Tracking Judges Committee**

The Board noted that this Committee did not meet.

6.17 **Public Relations Committee**

The Board noted that this Committee did not meet.

6.18 **Retrieving & Field Trials Committee**

The Board noted that this Committee did not meet.

6.19 **RNSWCC Health & Welfare Charity Limited – 1/3/2021**

MOVED P Cutler

SECONDED E Pickering

THAT the Minutes of the RNSWCC Health & Welfare Charity Limited meeting held on 1 March 2021 be **received**.

CARRIED

6.20 **Show Committee – 17/2/2021**

6.20.1 **Recommendation 2 – Item 7: Approval of Show Dates**

MOVED N Keck

SECONDED L Brand

THAT Recommendation 2, which reads as follows, be **approved**:-

THAT the Committee's decisions in relation to Show Dates be approved

CARRIED

6.20.2 **Recommendation 3 – Item 9.4: DOGS NSW Regulations Part IV: Judges, Clause 4.15**

MOVED P Cutler

SECONDED VE

THAT Recommendation 2, which reads as follows, be **approved**:-

THAT DOGS NSW Regulations Part IV: Judges, Clause 4.15, be amended as follows:-

Currently reads:-

4.15 *A Judge shall not judge any Class or Classes at a Show for which he/she was required to receive, catalogue or administer the mailed or online entries. (03/17)*

Be amended to read:-

4.15 A Judge shall not judge any Class or Classes at a Show for which he/she was required to receive ~~or catalogue~~ ~~or administer~~ the mailed or online entries. **(03/17)**

CARRIED

MOVED N Keck

SECONDED E Pickering

THAT the Minutes of the Show Committee meeting held on Wednesday 17 February 2021 be **received**.

CARRIED

6.21 **Sporting Committee**

6.21.1 **Recommendation 1 – Item 7: Approval of Trial/Test Dates**

MOVED P Cutler

SECONDED L Brand

THAT Recommendation 1, which reads as follows, be **approved**:-

THAT the Committee's decisions in relation to Trial/Test Dates be approved.

CARRIED

6.21.3 **Recommendation 3 – Item 8.6.2: Scent Work Working Party**

MOVED P Cutler

SECONDED L Brown

THAT Recommendation 3, which reads as follows, be **approved**:-

THAT the Scent Working Party be approved as follows:-

Convenor	Sue Turner
Member	Peta Clarke
Member	Christine Stani
Member	Penny Mead
Member	Natasha Nepl
Member	Teresa Kernahan

CARRIED

6.21.4 **Recommendation 4 – Item 8.7.1: Members of the Herding Working Party**

MOVED P Cutler

SECONDED V Etherington OAM

THAT Recommendation 4, which reads as follows, be **approved**:-

THAT the Herding Working Party be approved as follows:-

Convenor	Graham Elven
Member	Ann Moy
Member	Kathryn Griffiths
Member	Sue Fedoryschyn
Member	Michelle Johnson
Member	Neil Fabian

CARRIED

6.21.5 **Recommendation 5 – Item 9.2: Jack Russell Terrier Area**

MOVED L Brown

SECONDED G Spagnolo

THAT the Board advised that the **Jack Russell Terrier Club of NSW Inc is responsible for the Jack Russell Terrier Building** and the Club should be advised that the building has become a health and safety issue and, if not attended to, the Board will consider demolishing the building.

CARRIED

6.21.6 **Recommendation 6 – Item 9.3: Sheep Purchase**

THAT Recommendation 6, which reads as follows, be **REFERRED to the Finance Committee**:-

THAT DOGS NSW purchase 100 new sheep.

CARRIED

P Cutler, V Etherington OAM against

MOVED L Brown

SECONDED G Spagnolo

THAT the Minutes of the Sporting Committee meeting held on 24 February 2021 be **received**.

CARRIED

6.22 Spring Fair Dog Show Committee

The Board noted that this Committee did not meet.

7. ANKC LTD MATTERS

7.1 ANKC Ltd Special Board Meeting – 13 February 2021

MOVED L Brown

SECONDED L Brand

THAT Board **notes** the confirmed Minutes and Summary of the ANKC Ltd Special Board Meeting held on 13 February 2021.

CARRIED

7.2 Notice of Special ANKC Ltd Board Meeting – 19 June 2021

MOVED L Brand

SECONDED R Britten

THAT Board **notes** the Notice of the Special ANKC Ltd Board Meeting scheduled for 19 June 2021, to be held via Zoom Conferencing, along with the closing date for Agenda items, ie, **close of business 23 April 2021**.

CARRIED

7.3 Updated ANKC Ltd Membership Statistics

MOVED L Brand

SECONDED R Britten

THAT Board notes the ANKC Ltd Membership Statistics from 1995 to 2020.

CARRIED

8. CORRESPONDENCE

8.1 The Late Barbara Ludowici – Thank you from Husband

MOVED L Brand

SECONDED N Keck

THAT Board **notes** the thank you letter from Mr Jim Ludowici following the recent passing of his wife Barbara.

CARRIED

9. BUSINESS ADJOURNED FROM PREVIOUS MEETINGS – NIL

10. GENERAL BUSINESS - NIL

MEETING CLOSED

7.48pm

NEXT MEETING:

Electronic meeting week ending Friday 26 March 2021

Face to Face meeting Wednesday 14 April 2021 commencing @ 2.00pm