



MINUTES of a meeting of the BOARD OF DIRECTORS held in the Amenities Building on **Wednesday 9 June 2021** commencing @ 2.00pm

PRESENT: K Hedberg BVSc V Etherington OAM
L Brown N Keck
J Sheppard J Seary (**by Zoom**)
L Brand G Spagnolo
M Arthur C Rafton
R Britten R Harbin

IN ATTENDANCE: V Gagan-Wilson (Company Secretary)
For part of meeting: A Khamis (Operations Manager), N DeSilva (Finance Team Lead),
Ms P Gill

APOLOGIES: A Lee, P Cutler, E Pickering

MOVED R Britten SECONDED V Etherington OAM
THAT the apologies be **received**.

CARRIED

IN CAMERA

1. CONFIRMATION OF PREVIOUS MINUTES

MOVED M Arthur SECONDED N Keck
THAT the following Minutes of meetings of the Board of Directors be **confirmed**:-

- 1.1 **Electronic Motion – 27/5/2021**
- 1.2 **Electronic Meeting – 28/5/2021**

CARRIED

2. GENERAL BUSINESS TO BE DEALT WITH IN CAMERA

Ms P Gill joined the meeting @ 4.10pm

2A P Gill – Assistance Dogs – Presentation

Ms P Gill gave a presentation to the Directors on Assistance Dogs and how pedigree dogs can be used for community services and not just conformation, obedience, etc.

There is no governing body that currently conducts training or education in that field in Australia and, therefore, it may be an area that DOGS NSW could take on to enhance its level of services offered to its members.

The Board thanked Ms Gill for her informative presentation.

Ms P Gill left the meeting @ 4.53pm

2.1 Executive Committee Decisions - NIL

A Khamis joined the meeting @ 2.07pm

2.2 Operations Manager's Report

2.2.1 Items for Noting

The Operations Manager reported on the following matters:-

- **Orchard Hills Lease & Other Government Related Matters**
 - Flood grant received
 - Boundary Fencing Biohazard in dam and South Creek
 - Biohazard in Dam & South Creek
 - Site Rent Valuation
 - COVID Rent Relief
 - Revised Lease
 - CCTV Grant

2.2.2 Breeders Prefix Reminders

MOVED L Brown

SECONDED M Arthur

THAT the reminder to renew a breeders prefix be removed for financial registered prefixes so that they renew automatically.

CARRIED

MOVED N Keck

SECONDED G Spagnolo

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

CARRIED

N De Silva joined the meeting @ 2.24pm

2.3 Finance Committee – 26/5/2021

2.3.2 Recommendation 2 – Item 8.1.1: Financial Statements as @ 30 April 2021

MOVED R Britten

SECONDED L Brand

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

THAT the Financial Statements as @ 30 April 2021 be **approved** by the Board of Directors.

CARRIED

2.3.3 Recommendation 3 – Item 8.1.2: 2021/2022 DRAFT Budget

MOVED R Britten

SECONDED N Keck

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

THAT the DRAFT 2021/2022 Budget be recommended to the Board for approval.

CARRIED

2.3.4 Recommendation 4 – Item 8.1.3: Public Relations Christmas Show Budget

MOVED C Rafton

SECONDED V Etherington OAM

THAT the Public Relations Christmas Show Budget be **REFERRED** back to the Public Relations Committee to review.

CARRIED

3. BUSINESS ARISING FROM MINUTES

3.1 Changes to Code of Ethics – Animal Code of Practice – Honorary Solicitor’s Advice
(Refer Item 6.13.1.1 & 6.13.1.2-BOD Minutes 12/5/2021)

MOVED N Keck

SECONDED G Spagnolo

THAT the advice from the Honorary Solicitor in respect of suggested changes to DOGS NSW Regulations Part XIII-Code of Ethics, Clause 4 relating to the Animal Code of Practice, as submitted by Mr T Mangan and Ms M Tunbridge be **endorsed** and the proposed letters of response to those members, as drafted by the Honorary Solicitor, be sent.

CARRIED

4. JUDICIAL MATTERS

4.1 Judicial Co-ordinator’s Report

4.1.1 DAP Report & Inquiry Table

MOVED J Sheppard

SECONDED R Britten

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

CARRIED

Meeting recessed @ 3.45pm

Meeting resumed @ 4.10pm

OPEN MEETING

5. MOTIONS ON NOTICE

5.1 DOGS NSW Regulations Part XIII-Code of Ethics – AMENDMENTS

MOVED C Rafton

SECONDED V Etherington OAM

THAT the Board accepts the recommendation to amend DOGS NSW Regulations Part XIII-Code of Ethics, Clauses 6 & 19, which reads as follows, **in principle**, and that the matter be **considered again at the next meeting** along with any further suggestion and/or recommendations:-

CARRIED

5.2 Dispensation to Affiliates from 2020/2021 Financial Audit

MOVED J Sheppard

SECONDED R Britten

THAT all Affiliates who are not incorporated and who did not conduct any shows during the 2019/2020 and 2020/2021 financial year, due to COVID related cancellation, be granted dispensation from the requirement to undertake a financial audit when there have been very few or no financial transactions during the period. Those Affiliates will, however, be required to provide a simple Treasurer’s report prepared by the Club Treasurer and supported by a copy of the Club’s current bank statement as at 30 June 2021 to verify the funds.

CARRIED

6. MONTHLY REPORTS

6.1 Company Secretary's Report

MOVED L Brand

SECONDED V Etherington OAM

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 – 31/5/2021

6.4.1 Recommendation 1 – Item 1: Approval for New Agility Judges

MOVED V Etherington OAM

SECONDED L Brand

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

THAT that the following DOGS NSW members be approved to become ANKC Agility and Jumping judges:

- Robyn Jones – Levels Novice, Excellent, Masters, Elite and Open Agility and Novice, Excellent, Masters, Elite and Open Jumping
- Wayne Bogart - Levels Novice, Excellent, Masters, Elite and Open Agility and Novice, Excellent, Masters, Elite and Open Jumping
- Karen Edwards - Levels Novice, Excellent, Masters, Elite and Open Agility and Novice, Excellent, Masters, Elite and Open Jumping
- Kelli Edwards - Levels Novice, Excellent, Masters, Elite and Open Agility and Novice, Excellent, Masters, Elite and Open Jumping
- Russell Hunter - Levels Novice, Excellent, Masters, Elite and Open Agility and Novice, Excellent, Masters, Elite and Open Jumping
- Frankie Ashton - Levels Novice, Excellent, Masters, Elite and Open Agility and Novice, Excellent, Masters, Elite and Open Jumping
- Emi Hinago - Levels Novice, Excellent, Masters, Elite and Open Agility and Novice, Excellent, Masters, Elite and Open Jumping
- Dean Crossthwaite - Levels Novice, Excellent, Masters, Elite and Open Agility and Novice, Excellent, Masters, Elite and Open Jumping
- Darren Johanson - Levels Novice, Excellent, Masters, Elite and Open Agility and Novice, Excellent, Masters, Elite and Open Jumping
- Further to the Judges above Michelle Tunbridge has now completed the requirements for Agility in addition to her current Jumping Licence- Levels Novice, Excellent, Masters, Elite and Open Agility and Novice, Excellent, Masters, Elite and Open Jumping

CARRIED

MOVED L Brown

SECONDED L Brand

THAT the Minutes of the Agility Judges Committee meeting held on 31 May 2021 be **received**.

CARRIED

6.5 **Breed Assessment & Temperament Test Committee – 20/5/2021**

6.5.1 **Note for Board 1 – Item 3.2: Breed Assessment Program**

MOVED L Brown

SECONDED L Brand

THAT the Board **notes** the Note for Board 1, which reads as follows:-

The selection, training and registration for new Breed Assessors with subsequent notification to OLG is **solely the responsibility of DOGS NSW**. The OLG's responsibility is to add the new Breed Assessor's first name and telephone number for contact to the list and provide to owners who require a breed assessment. The OLG is advised of the new Breed Assessor's full contact details and unique number to add to the 'not for public information' records.

The BATT Committee has been unsuccessful in recruiting new Breed Assessors in the more recent attempts, however, further investigation of those Judges who may now meet the criteria as an approved ANKC Terrier/Utility Judge for a minimum of 5 years will be undertaken. This may require some interaction with the Office of DOGS NSW. Any subsequent recommendations will be presented to the BOD for ratification.

CARRIED

MOVED L Brown

SECONDED L Brand

THAT the BATT Committee publish a Notice in the next available Weekly Woof, and other media platforms, calling for expressions of interest for new Breed Assessors from All Breeds Judges and Utility and/or Terrier Judges and include an outline of the criteria.

CARRIED

MOVED L Brown

SECONDED L Brand

THAT the DOGS NSW Office make an application to the Department of Local Government based on CPI since when the program came into fruition.

CARRIED

MOVED L Brand

SECONDED L Brown

THAT DOGS NSW waive the fee paid to the Company by the Breed Assessors.

CARRIED

V Etherington OAM abstained

6.5.2 **Note for Board 2 – Item 3.3: Resurrection of Breed ID Courses**

MOVED L Brand

SECONDED L Brown

THAT the Board **notes** the Note for Board 2, which reads as follows:-

The following notice has been received from ASQA:-

"This notice is to remind you that the accreditation of the following course is due to expire in approximately 12 months on 19 December 2021. 10300NAT Course in Canine Breed Identification"

This course has not been run since 2018, as TAFE Riverina ended its association due to revision of all its external RTO contracts, which effectively ended DOGS NSW ability to market this as an accredited course. With only one course run since and the inefficiencies of conducting the course with less than 10 paying participants the cost of re-registration outweighs the benefits.

The extensive undertaking required to complete re-registration could be completed in house by anyone experienced in the stringent requirements for ASQA approval should DOGS NSW wish to pursue it.

CARRIED

MOVED L Brown

SECONDED G Spagnolo

THAT the BATT Committee be required to undertake a further Breed Assessment Course and write to Councils and Shires and provide them with the date of the Course, venue, procedures, etc, and inviting them to participate.

CARRIED

MOVED G Spagnolo

SECONDED R Britten

THAT the Minutes of the Breed Assessment & Temperament Testing Committee meeting held on 20 May 2021 be **received**.

CARRIED

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 19/4/2021

6.10.1 Recommendation 1 – Item 7: Application for Competition Date

MOVED V Etherington OAM

SECONDED G Spagnolo

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

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

CARRIED

MOVED N Keck

SECONDED L Brand

THAT the Minutes of the Dances With Dogs/Trick Dog Committee meeting held on 19 April 2021 be **received**.

CARRIED

6.11 Grounds Committee – 28/4/2021

MOVED R Britten

SECONDED M Arthur

THAT the Minutes of Grounds Committee meeting held on 28 April 2021 be **received**.

CARRIED

6.12 Library & Archives Committee – 13/5/2021

6.12.1 Finalisation of Cataloguing

Director N Keck advised the meeting that, whilst the cataloguing in the Library was coming along, there was still some work to do before it can be finalised.

MOVED N Keck

SECONDED G Spagnolo

THAT the Minutes of Library & Archives Committee meeting held on 13 May 2021 be **received**.

CARRIED

6.13 Media & Government Legislation Committee – 7/6/2021

The Board noted that Minutes of the Media & Government Legislation Committee meeting held on 7 June 2021 had not yet been received in the Office and will be submitted to the next meeting of the Board of Directors.

6.14 Members Education Committee

The Board noted that this Committee did not meet.

6.15 Obedience & Tracking Committee – 13/5/2021

6.15.1 Recommendation 1 – Item 7: Application for Trial Date

MOVED V Etherington OAM

SECONDED R Britten

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

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

CARRIED

MOVED R Britten

SECONDED C Rafton

THAT the Minutes of the Obedience & Tracking Committee meeting held on 13 May 2021, be **received**.

CARRIED

6.16 Obedience & Tracking Judges Committee

The Board noted that this Committee did not meet.

6.17 Public Relations Committee – 19/5/2021

6.17.1 Recommendation 1 – Item 7.2: Attending to Events

MOVED R Britten

SECONDED L Brown

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

THAT the Public Relations Committee purchase a trailer that can assist in the transportation of items to events – **subject to advising cost and further details prior to purchase and that the trailer be kept on the grounds at Orchard Hills**.

CARRIED

6.17.2 Recommendation 2 – Item 7.3: Dogs On Show Event

MOVED C Rafton

SECONDED

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

THAT The Public Relations Committee hold the Dogs on Show Event for the public on a date to be confirmed with the Show Committee.

CARRIED

Director J Sheppard to check proposed date to ensure it does not clash with potential shows, eg, Ladies Kennels Association of NSW, Woodlands & Children Charity Homes, etc, and provided those Clubs have submitted Draft Schedules for these shows to the Office.

MOVED C Rafton

SECONDED N Keck

THAT the Minutes of the Public Relations Committee meeting held on 19 May 2021 be **received**.

CARRIED

6.18 Retrieving & Field Trials Committee – 20/5/2021

6.18.1 Recommendation 1 – Item 6: Application for Trial Dates

MOVED C Rafton

SECONDED J Sheppard

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

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

CARRIED

6.18.2 Recommendation 2 – Item 7.2: NSW State Retrieving Championship Website/Domain Name (Refer to Attachments)

OVER RUN

The Company Secretary advised the meeting that this matter has now been resolved by the Office, ie, the RAFT Committee has been refunded, however, as the website was already paid for it will remain as a separate website for a further 12 months. The Office is working to incorporate this website onto the DOGS NSW website.

6.18.3 Recommendation 3 – Item 8.3: Judges - Retrieving & Field Trials and RATG

MOVED L Brand

SECONDED C Rafton

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

THAT Paul Smith's application to be examined for appointment to the Novice Retrieving Trial Judges' Panel be approved.

CARRIED

MOVED L Brand

SECONDED C Rafton

THAT the Minutes of the Retrieving & Field Trials Committee meeting held on 20 May 2021 be **received**.

CARRIED

6.19 RNSWCC Health & Welfare Charity Limited - 7/6/2021

The Board noted that Minutes of the RNSWCC Health & Welfare Charity Limited meeting held on 7 June 2021 had not yet been received in the Office and will be submitted to the next meeting of the Board of Directors.

6.20 Show Committee – 19/5/2021

6.20.1 Recommendation 1 – Item 3.4: Change to Trial/Show Dates and Judges

MOVED R Britten

SECONDED G Spagnolo

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

THAT there be a section added to the website, possibly known as “Notice Board”, which shows all of the change of dates/Judges for all events.

CARRIED

6.20.2 Recommendation 4 – Item 6.1: Aggressive Dogs

MOVED V Etherington OAM

SECONDED G Spagnolo

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

THAT the suggested Minutes of an Aggressive Dog Incident Inquiry Form be amended to include provision for a rationale for the Committee’s decision:

One by one, other witnesses were called into the inquiry to be questioned by the Committee and the parties in relation to their statements. The Committee then asked all the parties to leave the room whilst they deliberated their decision.

A brief outline of the rationale for the decision is included in these Minutes as follows

.....
.....
.....

Upon making their decision, which was to declare the dog AGGRESSIVE / NOT AGGRESSIVE they called both the complainant and the owner or handler of the dog back into the room to advise them of their decision and to complete and sign the Aggressive Dog Incident Report form and to advise the owner of the dog their rights and obligations as required by the Regulations as a consequence of the decision.

CARRIED

6.20.3 Recommendation 5 – Item 7: Application for Show Date

MOVED M Arthur

SECONDED R Britten

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

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

CARRIED

6.20.5 Recommendation 7 – Item 8.4: Online Show Results

MOVED J Sheppard

SECONDED R Britten

THAT Recommendation 7, which reads as follows, be **approved**:-

THAT Version 5 of the Online Show Result Sheet be uploaded to the website and it be uploaded in PDF and word formats to make it easier to fill in online.

CARRIED

6.20.6 **Recommendation 8 – Item 9.4: DOGS NSW Regulations Part II-Show, Clause 4.2 - AMENDMENT**

MOVED C Rafton

SECONDED R Britten

THAT Recommendation 8, which reads as follows, be **approved**:-

THAT DOGS NSW Regulations Part II Show, Clause 4.2, which reads as follows:-

4.2 *Except as otherwise from time to time determined by the Board of Directors, either generally or in any specific case, an application for the approval of a Show shall be lodged with the DOGS NSW Secretary at least five calendar months before the commencing day of such show.*

Be amended to read:

4.2 Except as otherwise from time to time determined by the Board of Directors, either generally or in any specific case, an application for the approval of a Show shall be lodged with the DOGS NSW Secretary at least ~~five~~ **four** calendar months before the commencing day of such show.

CARRIED

MOVED V Etherington OAM

SECONDED G Spagnolo

THAT the Minutes of the Show Committee meeting held on Wednesday 19 May 2021 be **received**.

CARRIED

6.21 **Sporting Committee – 28/4/2021**

6.21.1 **Recommendation 1 – Item 7: Application for Trial/Test Date**

MOVED V Etherington OAM

SECONDED C Rafton

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

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

CARRIED

6.21.2 **Recommendation 2 – Item 8.7: Return of the Sheep**

The Board noted the comments at Recommendation 2, which reads as follows, and requested the Herding Working Party be advised that it is not possible to give an estimated timeframe, at this time, for the return of the Sheep as this is reliant on when the Government finalises the lease of Orchard Hills and DOGS NSW is able to repair the fencing in the Herding Areas which houses the sheep:-

THAT the Board of Directors give the Sporting Committee an estimated timeframe to the return of sheep to the DOGS NSW Grounds.

6.21.5 **Recommendation 5 – Item 9.2: Sporting Titles**

MOVED C Rafton

SECONDED L Brand

THAT Recommendation 5, which reads as follows, be **approved – subject to obtaining advice from ANKC Ltd as to how the Titles should run**:-

THAT a Sporting Committee Representative provide a brief presentation to the DOGS NSW Office Staff on Sporting dog titles.

CARRIED

MOVED V Etherington OAM

SECONDED R Britten

THAT the Minutes of the Sporting Committee meeting held on Wednesday 28 April 2021 be received.

CARRIED

6.22 Spring Fair Dog Show Committee

The Board noted that this Committee did not meet.

6.23 Strategic Planning Working Party

The Board noted that this Committee did not meet.

7. ANKC LTD MATTERS

7.1 ANKC LTD June 2021 Special Board Meeting – Agenda Documents & Access to Zoom Meeting

MOVED L Brown

SECONDED L Brand

THAT the decisions of the Board in relation to items on the Agenda for the ANKC Ltd June 2021 Special Board Meeting be **endorsed**.

CARRIED

7.2 Preliminary Notice of Meeting – October 2021 ANKC Ltd AGM & Board Meeting

MOVED L Brand

SECONDED R Britten

THAT the Preliminary Notice for the ANKC Ltd October 2021 AGM & Board Meeting be **noted**.

CARRIED

7.2.1 Notice of Meeting – October 2021 ANKC Ltd AGM

MOVED R Britten

SECONDED N Keck

THAT the Notice for the ANKC Ltd October 2021 AGM be **noted**.

CARRIED

7.2.2 Notice of Meeting – October 2021 ANKC Ltd Board Meeting

MOVED L Brown

SECONDED J Sheppard

THAT the Notice for the ANKC Ltd October 2021 Board Meeting be **noted**.

CARRIED

7.3 ANKC Ltd Registration Statistics

MOVED R Britten

SECONDED N Keck

THAT the ANKC Ltd Registration Statistics 2010 to 2020 be **noted**.

CARRIED

7.4 ANKC Ltd Survey – Jack Russell Terrier Owners

MOVED L Brand

SECONDED L Brand

THAT the ANKC Ltd Survey on Jack Russell Terriers be **noted** and a copy **published** on DOGS NSW website, the Weekly Woof and other media platforms and **distributed** to all DOGS NSW financial Jack Russell Terriers owners on the National Database.

CARRIED

8. CORRESPONDENCE

8.1 Northern Suburbs Dog Training Club – Updated Constitution

MOVED L Brand

SECONDED R Harbin

THAT the updated Constitution of the Northern Suburbs Dog Training Club be **approved**.

CARRIED

9. BUSINESS ADJOURNED FROM PREVIOUS MEETINGS – NIL

10. GENERAL BUSINESS - NIL

MEETING CLOSED

7.05pm

NEXT MEETING:

Electronic Meeting week ending Friday 25 June 2021

Face to Face meeting Wednesday 14 July 2021