



MINUTES of a meeting of the BOARD OF DIRECTORS held via Zoom Conferencing on **Wednesday 20 April 2022** commencing at 2.11pm.

IN ATTENDANCE:

L Brand	E Pickering
C Rafton	K Hedberg BVSc
P Cutler	R Privett
R Harbin	K Charnock
V Etherington OAM	A McIlrath
N Keck	G Vernon
G Spagnolo	

IN ATTENDANCE: V Gagan-Wilson (Company Secretary), L Hadley (Committee Secretary/Examinations Administrator)
A Khamis (Operations Manager) for part of meeting

APOLOGIES: J Sheppard, S Mills

MOVED E Pickering
THAT the apologies be **approved**.
SECONDED V Etherington OAM

CARRIED

IN CAMERA

1. CONFIRMATION OF PREVIOUS MINUTES

MOVED V Etherington OAM
SECONDED E Pickering
THAT the Minutes of the following Board Meetings be **confirmed**:-
1.1 **Electronic Meeting - 25/3/2022**
1.2 **Electronic Motion – 31/3/2022**
1.3 **Electronic Motion – 11/4/2022**

CARRIED

1.4 Format of Board Agenda
(Refer Item 1.1.3-BOD Meeting 9/2/2022)

Director G Vernon advised the meeting that his intention in regards to the change in format of the Board Agenda was to allow the Board significant time to consider the strategic planning of the Company, however, it appears to have caused an increase in the Company Secretary's workload, which was not the intention.

MOVED K Charnock
SECONDED A McIlrath
THAT the **Company Secretary be given the power** to make decisions in relation to the relevance of items for the electronic and the face to face meeting Agenda.

CARRIED

Director R Harbin proposed that an Action Schedule be included at the commencement of Agenda so that those actions do not get lost and are attended to in a timely manner. The Action Schedule should include the following:-

- Action Item documented
- Responsible Person
- Date for Completion
- Completed YES/NO
- Update/Comments

Director K Charnock advised the meeting that the Obedience & Tracking Judges Committee currently use an Action Schedule which works well and assists in the smooth flow of the meeting. Director Charnock offered to provide a copy of this document to the Company Secretary and the Directors.

MOVED R Harbin

SECONDED C Rafton

THAT Director K Charnock forward the Action Schedule used by the Obedience & Tracking Judges Committee to all Directors by close of business tomorrow.

CARRIED

2. GENERAL BUSINESS TO BE DEALT WITH IN CAMERA

2.1 Executive Committee Decisions - NIL

2.2 Operations Manager's Report

2.2.1 Item 1.1: Orchard Hills Lease & Other Government Related Matters - New Lease Document

Directors noted that the Heads of Agreement from the Government in respect of the lease of the land at Orchard Hills was received on Monday 11 April 2022.

MOVED C Rafton

SECONDED P Cutler

THAT the Operations Manager be given permission to go back and discuss the with the Government:-

CARRIED

Directors further noted that the meeting between DOGS NSW President, Director P Cutler and Tanya Davies MP was scheduled for **Monday 2 May 2022** commencing at **10.30am**.

L Hadley left the meeting @ 2.45pm

L Hadley returned to the meeting @ 2.53pm

G Vernon left the meeting @ 2.58pm

MOVED G Spagnolo

SECONDED A McIlrath

THAT the Operations Manager's report be received.

CARRIED

2.2.4 Obedience Instructors Manuals

Director V Etherington OAM advised the meeting that the Obedience & Tracking Committee has updated the Obedience Instructors Manual, however, there are still 100 copies still in stock. Advice was sought from the Operations Manager as to the possibility of selling the current stock at a reduced price for a quick sale prior to the printing of the updated version.

The Operations Manager, with the approval of the meeting, agreed to **advertise**, in the Weekly Woof and all other DOGS NSW media platforms, **the sale of the current stock of Obedience Instructors Manuals at a discounted price.**

Once the current stock has been depleted, the Obedience & Tracking Committee will arrange for the printing of the updated version of the Obedience Instructors Manual.

A Khamis left the meeting @ 3.09pm

P Cutler left the meeting @ 3.09pm

2.3 Finance Committee – 23/3/2022

2.3.1 Recommendation 1 – Item 8.1.1: Permanent Vendors – Reduction in Fees

MOVED G Spagnolo

SECONDED A McIlrath

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

THAT, in light of the COVID pandemic and resultant lockdown and the effects of the recent flooding causing the closure of the grounds and the subsequent cancellation of shows at Orchard Hills, a 50% reduction in fees be given by way of credit to all Permanent Vendors.

CARRIED

2.3.2 Recommendation 2 – Item 8.1.2: Financial Statements as @ 28 February 2022

MOVED E Pickering

SECONDED A McIlrath

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

THAT the Financial Statements as @ 28 February 2022 be approved by the Board.

CARRIED

2.3.3 Item 8.2: Committee/Working Party Budgets

2.3.3.1 Recommendation 3A - Dogs On Show

MOVED G Spagnolo

SECONDED K Charnock

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

THAT the budget for Dogs on Show, scheduled for 12 June 2022, be recommended to the Board for approval – **subject to the waiver of**

Grounds Hire (Refer Item 10.1.1, below) and the inclusion of Advertising in its place.

CARRIED

2.3.3.2 Recommendation 3B – Spring Fair 2022

SECONDED A McIlrath

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

THAT the budget for 2022 Spring Fair be recommended to the Board for approval – **subject to the waiver of Grounds Hire (Refer Item 10.1.1, below) and the inclusion of Advertising in its place.**

CARRIED

2.3.3.3 Complex Fundraising Show – 4 June 2022

SECONDED A McIlrath

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

THAT the budget for the Complex Fundraising Show, scheduled for 4 June 2022, be recommended to the Board for approval.

CARRIED

2.3.4 Item 8.4: Regional Grants

2.3.4.1 Recommendation 4 – Item 8.4.1: Northern Region - Oxley Dog Training Club Inc

SECONDED G Spagnolo

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

THAT the request for a Regional Grant from Oxley Dog Training Club Inc for the purchase of Agility and Obedience Equipment along with a wet/dry vacuum be approved.

CARRIED

2.3.4.2 Recommendation 5 – Item 8.4.3.1: Illawarra & South East Region – Albion Park Kennel Club

SECONDED K Charnock

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

THAT the request for a Regional Grant from Albion Park Kennel Club for the purchase of suitable dining facilities for Judges, Stewards & Officials be approved.

CARRIED

2.3.4.3 Recommendation 6 Item 8.4.3.2: Illawarra & South East Region – Bega Valley Kennel & Obedience Club Inc

SECONDED G Spagnolo

THAT Recommendation 6, which reads as follows, be **approved**:-

THAT the request for a Regional Grant from Bega Valley Kennel & Obedience Club Inc for the purchase of Agility Equipment be approved.

CARRIED

2.3.4.4 Recommendation 7 – Item 8.4.3.3: Illawarra & South East Region – Far South East Kennel Club

MOVED E Pickering

SECONDED A McIlrath

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

THAT the request for a Regional Grant from Far South East Kennel Club for the purchase of suitable dining facilities for Judges, Stewards & Officials be approved.

CARRIED

2.3.4.5 Recommendation 8 – Item 8.4.3.5: Illawarra & South East Region – Southern Highlands Kennel & Obedience Club

MOVED G Spagnolo

SECONDED A McIlrath

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

THAT the request from the Southern Highlands Kennel & Obedience Club for the purchase of demountable building for the use of Scent Work training and Trialling **NOT** be approved.

CARRIED

The Finance Committee considered this amount to be exorbitant and suggested the Regional Directors go back to the Club and suggest they rethink the amount and/or other options.

2.3.4.6 Recommendation 9 – Item 8.4.3.6: Illawarra & South East Region – Wollondilly All Breeds Kennel Club Inc

MOVED E Pickering

SECONDED R Privett

THAT Recommendation 9, which reads as follows, be **approved**:-

THAT the request from the Wollondilly All Breeds Kennel Club Inc for the purchase of Agility equipment **NOT** be approved.

CARRIED

The Finance Committee considered this amount to be exorbitant and suggested the Regional Directors go back to the Club and suggest they rethink the amount and/or other options.

G Vernon returned to the meeting @ 3.23pm

2.3.4.7 Recommendation 10 – Item 8.4.3.7: Illawarra & South East Region – Wollongong Dog Sports Club

MOVED K Hedberg BVSc

SECONDED A McIlrath

THAT Recommendation 10, which reads as follows, be **approved**:-

THAT the request from the Wollondilly All Breeds Kennel Club Inc for the purchase of Agility equipment, a Trailer and Signage **NOT** be approved.

CARRIED

The Finance Committee considered this amount to be exorbitant and suggested the Regional Directors go back to the Club and suggest they rethink the amount and/or other options.

2.3.4.8 Recommendation 12 – Item 8.4.4.2: Illawarra & South East Region – Lake George & Wamboin District Kennel Club

MOVED K Charnock

SECONDED K Hedberg BVSc

THAT Recommendation 12, which reads as follows, be approved:-

THAT the request from Lake George & Wamboin District Kennel Club for the purchase of a suitable dining facilities for Judges, Stewards & Officials **NOT** be approved.

CARRIED

The Finance Committee considered this amount to be exorbitant and suggested the Regional Director go back to the Club and suggest they rethink the amount and/or other options.

2.3.4.9 Recommendation 11 – Item 8.4.4.1: Southern Region – Deniliquin & District Kennel Club

MOVED V Etherington OAM

SECONDED A McIlrath

THAT Recommendation 11 **not be endorsed** but that further information be forwarded for reconsideration in relation to security of tenure as to where the container will be placed.

CARRIED

The Board **noted and agreed with** the comments of the Finance Committee that it considered the initiative of the Board to offer Regional Grants to be a wonderful liability to improve the Regions and noted that whilst some Regions had sought grants over the agreed \$30,000, other Regions had come well under the limit. It was agreed to undertake an audit of what grants had been approved and the balance of funds either expended or still available for each Region to date and where some Regions came close to the limit or over the limit, that they be approved based on the unused funds from those Regions who came in under the limit.

2.3.5 Recommendation 13 – Item 10.1.1: Internal Invoicing & Transfer with DOGS NSW Committees

MOVED V Etherington OAM

SECONDED A McIlrath

THAT Recommendation 13, which reads as follows, be **approved**:-

THAT the Finance Committee approve that DOGS NSW Committees not be issued an invoice for Room, Grounds Hire, Golf Cart and equipment such as projectors, laptops, etc.

CARRIED

2.3.6 Recommendation 14 – Item 10.1.2: Sheep Manager

MOVED E Pickering

SECONDED C Rafton

THAT Recommendation 14, which reads as follows, be **approved**:-

THAT the engagement of Ms Tara Gunter as Sheep Manager be approved.

CARRIED

2.3.8 Recommendation 16 – Item 10.3: Royal Canin Sponsorship Agreement

MOVED G Spagnolo

SECONDED E Pickering

THAT Recommendation 16, which reads as follows, be **approved**:-

THAT DOGS NSW calls for expressions of interest for a Sponsorship Agreement with DOGS NSW for sponsorship and product.

CARRIED

2.3.9 Recommendation 17 – Item 10.4: Strategic Planning

Directors noted the comments of the Finance Committee in respect of the need to have a strategic plan in place and discussed this matter further in particular noting:-

- The strategic planning referred to the by Finance Committee was more of a commercial strategic plan and not overarching of DOGS NSW.
- Consideration needs to be given to the risks to the Company, where we are going, what are we doing.
- The importance for the Company to have a strategic plan and who should be involved in the development of such plan, eg, the Board only, mixture of Directors and stakeholders, noting the Board has a lot of experience with dog related matters and stakeholders may only bring in 1%.
- Possibly require 2 tiers, with accounting being driven by the Finance Committee.
- The importance of having an external Facilitator
- The importance of setting a date for a strategic planning meeting

R Privett left the meeting @ 3.45pm

MOVED E Pickering

SECONDED A McIlrath

THAT Director **R Harbin** liaise with the Chair of the Finance Committee, Mr Ross Sinclair, and come back to the Board with recommended action, date, etc.

CARRIED

2.3.10 Recommendation 18 – Item 10.5: New Committee Member

MOVED V Etherington OAM

SECONDED A McIlrath

THAT Recommendation 18, which reads as follows, be **approved**:-

THAT Mr Kyle Charnock be appointed as a member of the Finance Committee following the resignation of Mr M Boyd.

CARRIED

P Cutler returned to the meeting @ 3.50pm

MOVED V Etherington OAM

SECONDED A McIlrath

THAT the Minutes of the Finance Committee meeting held on 23 March 2022 be **received**.

CARRIED

P Cutler abstained

A Khamis joined the meeting @ 3.53pm

A Khamis left the meeting @ 4.01pm

2.4 Compliance Investigative Panel

The Board noted that the Compliance Investigative Panel did not meet.

2.5 Judges Committee

The Board noted that this Committee did not meet.

2.6 Animal Welfare & Community Liaison Officer's Report – March 2022

MOVED C Rafton

SECONDED E Pickering

THAT the report of the Animal Welfare & Community Liaison Officer for March 2022 be **received**.
CARRIED

2.7 Company Secretary's Report

G Vernon & K Charnock left meeting @ 4.41pm

MOVED P Cutler

SECONDED R Harbin

THAT the Report from the Company Secretary be **received**.

CARRIED

2.8 Aggressive Dogs – NIL

Meeting recessed @ 4.10pm

Meeting resumed @ 4.33pm

R Privett returned to the meeting @ 4.33pm

3. BUSINESS ARISING FROM MINUTES

3.2 RNSWCC Strategic Planning

(Refer Item 3.2-BOD Minutes 16/3/2022)

3.2.1 Training Course for Directors

(Refer Item 3.2.1-BOD Minutes 16/3/2022)

MOVED C Rafton

SECONDED K Hedberg BVSc

THAT Option 2 of the Draft Program for Directors Training, ie, a half day session, from 9.00am to 12.30pm on Wednesday 11 May 2022, with the inclusion of access to the online program be **approved**.

CARRIED

3.3.2 Minutes of RNSWCC Health & Welfare Charity Meeting – 4/4/2022

MOVED C Rafton

SECONDED P Cutler

THAT the Minutes of the RNSWCC Health & Welfare Charity meeting held on 4 April 2022 be **received**.

CARRIED

4. JUDICIAL MATTERS

4.1 Judicial Co-ordinator's Report

MOVED R Privett

SECONDED G Spagnolo

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

CARRIED

4.2 **DAP Report – 12/4/2022**

MOVED P Cutler
SECONDED A McIlrath
THAT the report of the Disputes Assessment Panel be **received**.

CARRIED

OPEN MEETING

5. **MOTIONS ON NOTICE**

5.1 **Northern Region (Inland) Committee – Regional Grant**

MOVED A McIlrath
SECONDED G Spagnolo
THAT Motions 1 & 2, which read as follows, **be approved**:-

MOTION 1

THAT the decision of the Board, at Item 2.3.7.7, of its meeting on 8 December 2021, which reads as follows **be rescinded**:-

2.3.7.7 Recommendation 13 – Item 8.1.5.1.7: Northern Region (Inland) Committee

*MOVED C Rafton
SECONDED R Privett
THAT Recommendation 13, which reads as follows, be approved:-
THAT the application from Northern Region (Inland) Committee Inc for the purchase of an Electronic Stewarding System NOT be approved in accordance with the recommendation from the Director Northern Region.*

AND

MOTION 2

THAT the Finance Committee re-consider the response in regard to this item, with some indication from the Board as to the possible following considerations:-
For such consideration, the Finance Committee would require some indication as to:-

- In consideration of the fact that whilst the Regulations lists only 1 “Northern Region”, there are in fact 2 Committees and allocations of 2 sets of shows, should consideration be given to the expenditure of funds from the Grant as regard a division between the 2?
- allocate proportionately between the number of Clubs/Committees requesting purchases of equipment?
- cease once the approved requests exceed the agreed total Grant amount, even if other requests have been received prior to closing date?
- Is there a limit to the value to one Club?
- Is it to be considered as a total of 5 x \$30K as being available, ie, if one Region requests more than the \$30K but others request significantly less?

CARRIED

E Pickering left the meeting @ 5.56pm

6. MONTHLY REPORTS

****Monthly Reports received to date were distributed to Directors via the Electronic Board Agenda of 25 March 2022, with the following exceptions:-**

6.1 Constitution & Regulations Review Working Party -25/3/2022

6.1.1 Pointing Gundog Club of NSW – Application for Affiliation

MOVED C Rafton

SECONDED G Spagnolo

THAT the Pointing Gundog Club of NSW be offered affiliation on the condition that they include the other Gundog breeds, as follows, within the next 14 days:-

- English Setter
- German Longhaired Pointer
- Gordon Setter
- Irish Red & White Setter
- Irish Setter
- Wirehaired Slovakian Pointer

CARRIED

6.1.2 Application for Affiliation – Regional NSW Australian Shepherd Club

MOVED P Cutler

SECONDED N Keck

THAT the application for affiliation from the Regional NSW Australian Shepherd Club **NOT** be approved.

CARRIED

6.2 Obedience & Tracking Committee – 17/3/2022

6.2.1 Recommendation 1 – Item 9.0: Obedience Trial Levy

MOVED P Cutler

SECONDED A McIlrath

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

THAT the levy for Obedience Trials be \$1.00 per dog entered, not \$1.00 per entry.

CARRIED

MOVED C Rafton

SECONDED P Cutler

THAT the Minutes of the Obedience & Tracking Committee meeting held on 17 March 2022 be **received**.

CARRIED

6.3 Public Relations Committee

6.3.1 Cattle Muster

(Referred from Electronic Meeting 25/3/2022)

MOVED R Harbin

SECONDED C Rafton

THAT the Public Relations Committee be required to **draw up a budget** for their participation in The Great Cattle Dog Muster.

CARRIED

MOVED C Rafton

SECONDED R Harbin

THAT a rough estimated budget, as to where the allocation of funds will be spent be provided by the Public Relations Committee **within the next 2-3 days** and, once received, be **referred to Executive Committee for approval**.

CARRIED

6.4 Retrieving & Field Trials Committee

6.4.1 Entries to Ability Tests for Utility Gundogs

MOVED V Etherington OAM

SECONDED A McIlrath

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

THAT Board of Directors authorise the NSW Utility Field Trial Association Inc to limit the maximum number of entries for Ability Tests for Utility Gundogs to twenty (20) and, that first priority for entries be given to members of the NSW Utility Gundog Field Trial Association Inc.

CARRIED

6.5 Show Committee

6.5.1 Ladies Kennel Club – Change of Date

(Referred from Electronic Meeting 25/3/2022)

MOVED C Rafton

SECONDED A McIlrath

THAT the request from the Ladies Kennel Club to change the date of their Championship Show (from the 49th Sunday, ie, 4 December 2022) to the 53rd Saturday, ie, 31 December for 2022 only be **approved subject to the mowing, set up and take down of equipment to be organised and undertaken**. Discussion as to who, when and how this can be achieved be determined by discussion between the parties, ie, the Club and the Office.

CARRIED

6.6 Sporting Committee

6.6.1 Awning – Earthdog Den

MOVED K Hedberg BVSc

SECONDED G Spagnolo

THAT Recommendation 1, which reads as follows, be **referred back** to the Sporting Committee:-

THAT a permanent gazebo structure be approved for the outside area of the Earthdog Den.

CARRIED

6.6.2 Maintenance to the Herding Area

MOVED K Hedberg BVSc

SECONDED G Spagnolo

THAT the Board approve the request for maintenance to the Herding Area with the exception of the structure and that quotations for the maintenance work be submitted to the Board for approval.

CARRIED

6.7 CJEP Examinations Committee – 13/4/2022

MOVED G Spagnolo

SECONDED C Rafton

THAT the Recommendation of the CJEP Examinations Committee, which reads as follows, be **approved:-**

THAT the Performance Review Report be adopted for use at Open Shows and any other sanctioned events (Trainee Sweepstakes, Parades, etc.)

CARRIED

6.8 Obedience & Tracking Judges Committee – 14/4/2022

MOVED P Cutler

SECONDED K Hedberg BVSc

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

THAT the following Candidates be advised of their results in the Obedience Judges Training Scheme:-

CCD

Catherine Crouch	Pass
Charlotte Powell	Pass
Kelli Edwards	Pass
Alison McCann	Pass

CD

Kaye Arkins	Pass
Kelli Edwards	Pass
Alison McCann	Pass

Open

Sandra Gluck	Pass
Jake Blight	Pass

UDX

Joan Stewart	Pass
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Track & Search

Jake Blight	Pass
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Endurance

Kirsten Malloy	Pass
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Rules & Regulations

Catherine Crouch	Pass
Alison McCann	Pass

CARRIED

6.9 Media & Government Legislation Committee Report

6.9.1 M&GL Mission Statement

MOVED P Cutler

SECONDED K Hedberg BVSc

THAT the Mission Statement of the Media & Government Legislation Committee be approved.

CARRIED

MOVED P Cutler
SECONDED G Spagnolo
THAT the Report of the Media & Government Legislation Committee be **noted**.

CARRIED

7. DOGS AUSTRALIA MATTERS

7.1 Breeders Terms Contracts

MOVED C Rafton
SECONDED G Spagnolo
THAT DOGS NSW notes the Breeders Terms Contract provided by Dogs West and considers this document in light of what we can offer DOGS NSW members in this regard.

CARRIED

7.2 Dogs Australia February 2022 Special Board Meeting – Meeting Summary

MOVED C Rafton
SECONDED P Cutler
THAT the Meeting Summary of the Dogs Australia February 2022 Special Board Meeting be **noted**.

CARRIED

7.3 Dogs Australia June 2022 Special Board Meeting – Agenda Items Closing

MOVED A McIlrath
SECONDED G Spagnolo
THAT the DOGS NSW Board **notes** the call for Agenda items and closing date for the Dogs Australia June 2022 Special Board Meeting.

CARRIED

8. CORRESPONDENCE - NIL

9. BUSINESS ADJOURNED FROM PREVIOUS MEETINGS – NIL

10. GENERAL BUSINESS

10.1 DOGS NSW Regulations Part XIII-Code of Ethics - AMENDMENT

The President raised the issue of the urgent need to amend DOGS NSW Regulations Part XIII-Code of Ethics particularly in respect of Clause 10.1.1.9, in respect of breeding. The currently Regulations are not only confusing to members but are against what we have put the Governments in respect of the regularity of breeding.

Director K Hedberg BVSc undertook to review these Regulations.

MEETING CLOSED **6.35pm**

NEXT MEETING: **Wednesday 11 May 2022 commencing @ 2.00pm.**