



MINUTES of a meeting of the BOARD OF DIRECTORS held on **Wednesday 14 September 2022** commencing at 2.00pm.

DISTRIBUTION:

L Brand	G Spagnolo
C Rafton	K Hedberg BVSc
P Cutler	R Privett (Zoom)
R Harbin	K Charnock
V Etherington OAM	A McIra
N Keck (Zoom)	S Mills (Zoom)
J Sheppard (Zoom)	G Vernon

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

The meeting held a minute's silence as a tribute to the Late Queen Elizabeth II.

APOLOGIES: NIL

IN CAMERA

1. CONFIRMATION OF PREVIOUS MINUTES

MOVED A McIra

SECONDED K Hedberg BVSc

THAT the Minutes of the following Board Meetings, be **confirmed**.

1.1 **Electronic Meeting – 26 August 2022**

1.2 **Electronic Motion – 31 August 2022**

CARRIED

2. GENERAL BUSINESS TO BE DEALT WITH IN CAMERA

2.1 **Executive Committee Decisions - NIL**

A Khamis, K Lui & R Knipler joined the meetng @ 2.02pm

2.2 Operations Manager's Report – August 2022

The Operations Manager introduced new staff members, Kenny Lui (Finance Team Lead) and Rachael Knipler (Secretarial Administration Assistant) to the Directors.

Ms R Knipler left the meeting @ 2.03pm

The Board noted the information provided by the Operations Manager in relation to the following:-

- **Orchard Hills Lease & Other Government Related Matters**
 - New Lease Document
 - Boundary Fence
- **Upgrade of Public Address System – Main Reings Orchard Hills Grounds**
- **Membership Classes by Year who did not renew**
- **Operational Statistics**

2.2.1 **Recommendation 1 – Item 1.3: DOGS NSW Logo**

The meeting agreed that the current DOGS NSW logo is currently not marketed properly, does not promote responsible pet ownership and, therefore, need revamping. The intention is to obtain quotes for rebranding and also canvass members who may be in the profession. It is also important that the Logo be aligned with the DOGS NSW Mission Statement, which is also an issue that needs to be addressed.

MOVED P Cutler

SECONDED G Spagnolo

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

THAT the Board of Directors **approve** the Operations Manager seek quotations from Design Consultants, initially from the DOGS NSW membership, for the rebranding and logo designs for DOGS NSW.

CARRIED

MOVED G Vernon

SECONDED K Hedberg BVSc

THAT the Operations Manager's Report for August 2022 be **received**.

CARRIED

P Cutler left the meeting @ 2.19pm

2.2.2 **Regional/Committee Financial Reporting**

Director R Harbin requested advice from the Operations Manager and the Finance Team Lead in respect of the current situation with Regional Financial Accounting.

The meeting was advised that the new Finance Team Lead had reviewed the format of the accounting document and is continually working on improvements to that document. Once finalised it will be incorporated into the Regional Document.

The Finance Team Lead is communicating directly with the Treasurers of the Regions and Committees to weed out any problems they may be encountering and to explain what is required from DOGS NSW point of view.

2.3 **Finance Committee – 30/8/2022**

2.3.1 **Recommendation 1 – Item 8.1.2: Financial Statements as @ 31 July 2022**

MOVED V Etherington OAM

SECONDED K Hedberg BVSc

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

THAT the Financial Statements as @ 31 July 2022 be **approved** by the Board of Directors.

CARRIED

P Cutler abstained

2.3.2 **Recommendation 2 – Item 8.2.1: Wollongong Dog Sports Club**

MOVED V Etherington OAM

SECONDED K Hedberg BVSc

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

THAT the Regional Grant Application from Wollongong Dog Sports Club for the purchase of Agility Timing Gear be approved.

CARRIED

P Cutler, K Charnock abstained

2.3.5 Recommendation 5 – Item 10.1.5: 2022 Annual General Meeting – Live Stream Production

MOVED G Vernon SECONDED K Charnock
THAT Recommendation 5, which reads as follows, be approved:-
THAT the Finance Committee **approve** the quotation from Go Live for the Live Stream Production of the 2022 RNSWCC Annual General Meeting.

CARRIED
P Cutler abstained

2.3.6 Recommendation 6 – Item 10.1.6: Purchase of New Grounds Ute

MOVED C Rafton SECONDED V Etherington OAM
THAT Recommendation 6, which reads as follows, be approved:-
THAT the Finance Committee **approve** the purchase of the 2019 Holden Colorado from Ashmor Group.

CARRIED
P Cutler abstained

MOVED K Hedberg BVSc SECONDED A McIlrath
THAT the Minutes of the Finance Committee meeting held on 30 August 2022 be **received**.

CARRIED
P Cutler abstained

2.4 Compliance Investigative Panel

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

A Khamis & K Lui left the meeting @ 2.36pm

2.5 Judges Committee – 12/8/2022

2.5.1 Item 3.4 : DOGS NSW Regulations Part IV-Judges, Clause 4.4(v) - AMENDMENT

2.5.1.1 Recommendation 1

MOVED K Hedberg BVSc SECONDED V Etherington OAM
THAT Recommendation 1, which reads as follows, be approved:-
THAT DOGS NSW Regulations Part IV-Judges, Clause 4.4(a)(v), which reads:-

- 4.4(a) At an exhibition at which he is officiating as a judge, a Judge shall not:-*
- (v) use a mobile phone, iPad, iPod or any other electronic device whilst he is carrying out his judging appointment in the ring. **(07/18)***

Be amended to read:-

- 4.4(a) At an exhibition at which he is officiating as a judge, a Judge shall not:-
- (v) use ~~a mobile phone, iPad, iPod or any other~~ electronic devices whilst he is carrying out his judging appointment in the ring **unless confirming a breed standard or when critiquing. Electronic devices must not be used for communication purposes while judging.** (09/22)

CARRIED

2.5.1.2 Recommendation 2

MOVED K Hedberg BVSc SECONDED V Etherington OAM
THAT Recommendation 2, which reads as follows, be approved:-
THAT, on approval by the Board of the above amended Regulation, Dogs Australia be requested to add a similar clause to its Regulations and/or Judges' Code of Practice.

CARRIED

MOVED K Hedberg BVSc SECONDED K Charnock
THAT the Minutes of the Judges Committee meeting held on 12 August 2022 be **received**.

CARRIED

2.6 Animal Welfare & Community Liaison Officer Report – August 2022

2.6.6 Serious Welfare Issues – Recommendations 3 & 5 above

The Board agreed that matters alleging serious welfare issues need to be dealt with as a matter of urgency.

MOVED C Rafton SECONDED P Cutler
THAT the Board convenes a Working Party, headed by the Animal Welfare & Community Liaison Office as Convenor, and members being the DOGS NSW President, Director K Hedberg BVSc, Director G Vernon & Director K Charnock, to deal with the serious welfare issues and formulate a policy for dealing with such matters in the future, including the appropriate time frame for re-inspection, eg, possibly within 7 days and report back to the Board **within seven (7) days from today's meeting.**

CARRIED

MOVED V Etherington OAM SECONDED G Spagnolo
THAT the Animal Welfare & Community Liaison Officer's Report for August 2022 be **received**.

CARRIED

2.7 **Company Secretary's Report**

2.7.5 **Recommendation 5 – Item 1.5: M Haerse – Resignation of DOGS NSW Membership**

MOVED C Rafton

SECONDED A McIlrath

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

THAT the Board formally recognises the long-established membership of Mrs Margaret Haerse 2000272570 and that the Company Secretary be requested to draft a letter to her thanking her for her membership tenure and wishing her well for the future.

CARRIED

2.7.6.4 **Items for Noting**

MOVED C Rafton

SECONDED P Cutler

THAT the Board **notes** the Items for Noting in the Company Secretary's Report.

CARRIED

MOVED P Cutler

SECONDED K Charnock

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

CARRIED

2.8 **Aggressive Dogs – NIL**

Meeting recessed @ 4.09PM

Meeting resumed @ 4.30pm

3. **BUSINESS ARISING FROM MINUTES**

3.1 **Strategic Planning**

(Refer Item 3.3-BOD Minutes 10/8/2022)

MOVED K Charnock

SECONDED A McIlrath

THAT the Board proceed with the Strategic Planning & Strategic Assurance Programs.

CARRIED

G Vernon left the meeting @ 4.47pm

Director R Harbin requested that any new Directors appointed to the Board, following the 2022 Board Elections, be provided with the previous documentation in relation to Governance Training.

3.2 **Conduct of Electronic & Hybrid General Meetings**

(Refer Item 3.2-BOD Minutes 9/2/2022)

MOVED P Cutler

SECONDED C Rafton

THAT legal advice be sought from Steven Lewis of Mark O'Brien Lawyers regarding the possibility of submitting an amendment to the Special Resolution at Item 8.3 of the 2022 RNSWCC Annual General Meeting Agenda to include electronic meetings and electronic voting.

CARRIED

4. JUDICIAL MATTERS

4.1 Judicial Co-ordinator's Report

4.1.1 **Inquiry Table - NOTED**

4.1.2 **DAP Report – 6/9/2022**

MOVED P Cutler

SECONDED K Hedberg BVSc

THAT the DAP Report of meeting held on 6 September 2022 be **received**.

CARRIED

MOVED P Cutler

SECONDED K Hedberg BVSc

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

CARRIED

OPEN MEETING

5. MOTIONS ON NOTICE

5.1 Encouraging Young Members – R Privett

Director R Privett requested that DOGS NSW take steps now, to attract younger workers, and keep them, to taking on and running shows into the future. Possibly incentives may be free entry to Sydney Royal, free camping, and suggested the Regional Working Party investigate such options and report back to the Board in two (2) months time.

MOVED R Privett

SECONDED P Cutler

THAT the Region Working Party consider options for encouraging younger members and submit their recommendations to the Board.

CARRIED

MOVED P Cutler

SECONDED A McIlrath

THAT the Office be requested to write to all Junior members over a certain age, eg, 12, and they be requested to put forward a couple of points regarding what they would like to do in the dog world.

CARRIED

6. MONTHLY REPORTS

****Monthly Reports received to date were distributed to Directors via the next Electronic Board Agenda with the following exceptions:-**

6.1 CJEP Examinations Committee – 28/8/2022

6.1.1 **Recommendation 1 – Item 6.3: 2023 Practical Examinations**

MOVED P Cutler

SECONDED A McIlrath

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

THAT week 43, ie, 28 & 29 October 2023, of the Show & Trials Calendar be allocated to the CJEP Examinations Committee for Practical Examinations.

CARRIED

MOVED C Rafton

SECONDED K Hedberg BVSc

THAT the Minutes of the CJEP Examinations Committee meeting held on 28 August 2022 be received.

CARRIED

6.2 Conformation Judges Training Committee – 6/9/2022

6.2.2 Recommendation 2 – Item 5.2.2: Aspirant Judges' Program

6.2.2.2 Recommendation 3

MOVED C Rafton

SECONDED P Cutler

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

THAT an Entrance Exam apply from next year but importantly, there be a gap of a few weeks before the Aspirant Exam and when the CJTC Program starts. This will allow Co-ordinators time to have a Zoom meeting with any Trainees joining the scheme as a first time Trainee in Subgroup 3

CARRIED

6.2.2.3 Recommendation 4: Item 5.2.3: Critiques

MOVED K Charnock

SECONDED V Etherington OAM

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

THAT annually, prior to each Practical Exam, a Zoom meeting with Prof B Corbitt be convened inviting all existing Judges to recap critique writing and also explain the purpose of the critique form and the importance of Mentor Judges adding a comment.

CARRIED

MOVED K Hedberg BVSc

SECONDED P Cutler

THAT the Minutes of the Conformation Judges Training Committee meeting held on 6 September 2022, be **approved**.

CARRIED

6.3 Media & Government Legislation - 29/8/2022

6.3.1 Recommendations 1 & 2 – Item 6.1: Targeting the Media Campaign

6.3.1.1 Recommendation 1

MOVED C Rafton

SECONDED P Cutler

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

THAT Lisa Llewellyn focus on the emphasis of facts and figures that DOGS NSW/Dogs Australia have regarding health testings, evidenced on the ORCHID site which gives scores on many breeds over the last 5 years in relation to breed specific health issues.

CARRIED

6.5 **Public Relations Committee – 1/9/2022**

6.5.1 **Recommendation 1 – Item 6.6: Committee Members**

MOVED G Spagnolo

SECONDED K Hedberg BVSc

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

THAT the following members be appointed to join the Public Relations Committee:-

- Dianne Gooding
- Kim Martin
- Tahnee Salgado Reid
- Kim Reeder
- Shayne Ryan

CARRIED

MOVED V Etherington OAM

SECONDED K Hedberg BVSc

THAT the Minutes of the Public Relations Committee meeting held on 1 September 2022 be received.

CARRIED

6.6 **Show Committee – 17/8/2022**

6.6.2 **Recommendation 2 – Item 8.9: Stewards**

MOVED R Harbin

SECONDED P Cutler

THAT all Trainees be required to steward at one (1) appointment per Sub Group annually during their training program to commence in 2023.

CARRIED

MOVED P Cutler

SECONDED K Hedberg BVSc

THAT the Minutes of the Show Committee meeting held on 17 August 2022 be received.

CARRIED

6.7 **Spring Fair Dog Show Committee – 9/8/2022**

The President congratulated the Spring Fair on the successful event.

6.7.1 **Invited Judges – Future Shows**

Director C Rafton suggest that future Chairs of the Spring Fair Dog Show Committee be required to provide a list of Overseas Judges who have been invited to judge at future shows to ensure any embarrassment where Judges were contacted but not finalised.

6.7.2 **Photographers**

Director C Rafton reminded the Directors of the need to have a signed Photographers Agreement for DOGS NSW events. The Photographers Agreement can be found on the DOGS NSW website via the following link:-

<https://www.dogsnsw.org.au/media/3149/dogs-nsw-photographer-agreement.pdf>

Further, Director C Rafton advised that there was '**no**' fee or payment imposed on any photographer by the person in charge of Photography/Media at Spring Fair and that the only photographer to pay a vendor's fee was that person in charge of the Media-Photography herself.

MOVED P Cutler

SECONDED K Hedberg BVSc

THAT the Minutes of the Spring Fair Dog Show Committee meeting held on 9 August 2022 be received.

CARRIED

6.8 **Sporting Committee – 17/8/2022**

6.8.1 **Recommendation 1 – Item 8.6.1: Scent Work Judge’s Training Scheme**

MOVED P Cutler

SECONDED K Hedberg BVSc

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

THAT the following members be accepted into the 2022 Scent Work Judges Training Scheme:-

- Mrs Marion Leaver
- Mrs Angela Clarke
- Mrs Vickie Harris
- Ms Tracie Donnelly
- Mrs Sandra Elliott
- Ms Sharon Wee
- Ms Rachelle Tiah
- Ms Sofia Roytblat
- Dr Sue Town

CARRIED

6.8.2 **Recommendation 2 – Item 8.6.6: Scent Work Practical Exam**

MOVED R Harbin

SECONDED V Etherington OAM

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

THAT Ms Donna Puttock be advised of her Pass in the Scent Work Practical Exam and be added to the Dogs Australia Judges List.

CARRIED

MOVED K Hedberg BVSc

SECONDED K Charnock

THAT the Minutes of the Sporting Committee meeting held on 17 August 2022 be received.

CARRIED

7. **DOGS AUSTRALIA MATTERS**

7.1 **Expression of Interest to Conduct CACIB Shows – 2025 to 2028**

MOVED P Cutler

SECONDED A McIlrath

THAT Dogs Australia be advised that the Spring Fair Dog Show will be the DOGS NSW CACIB Show for the years 2025 to 2028

CARRIED

7.2 **National Code of Practice – Responsible Dog Ownership – Clauses 13, 14 & 15 – AMENDMENT**

MOVED K Hedberg BVSc

SECONDED R Harbin

THAT DOGS NSW does not adopt or endorse the amendments to the National Code of Practice-Responsible Dog Ownership, Clauses 13 & 14, as those amendments do not align with the current requirements of the NSW DPI Animal Welfare Code of Practice and, therefore, this matter be referred back to Dogs Australia to revisit the specific requirements for each State.

CARRIED

7.3 **Ramp & Table Breed Listing – Feedback from Members Requested**

Directors raised concerns in respect of the burden this would put on regional clubs who cannot afford to purchase or store these ramps.

MOVED K Charnock

SECONDED K Hedberg BVSc

THAT, although DOGS NSW supports where practical or possible the use of ramps, it is recommended that this be a recommendation not a Regulation at this stage.

CARRIED

For the Company Secretary: To provide the above feedback to Dogs Australia via the email address provided: adminassistant@dogsaustralia.org.au.

The Operations Manager advised the meeting that he is in the process seeking quotes for the provision of 12 ramps and has contact a company in Melbourne.

MOVED P Cutler

SECONDED K Charnock

THAT DOGS NSW purchase 12 ramps.

CARRIED

8. **CORRESPONDENCE**

8.1 **The Chow Chow Club of NSW Inc**

MOVED P Cutler

SECONDED C Rafton

THAT the change of name for The Chow Chow Club of NSW Inc be **approved**.

CARRIED

9. **BUSINESS ADJOURNED FROM PREVIOUS MEETINGS** – NIL

10. **GENERAL BUSINESS**

10.1 **Action List as @ 6 September 2022**

Directors requested that the Action List be distributed in between Board meetings to enable more efficient follow up and to avoid lengthy discussion at Board meetings.

10.2 Obedience & Tracking Committee – State Titles Perpetual Trophies “Cancelled”

Director N Keck advised the meeting that she had been contacted by a member who had raised concerns as to the cancellation of the State Titles Perpetual Trophies.

Director V Etherington OAM advised the meeting that the cancellation in 2021 was due to COVID and then in 2022 was due to flooding. Although the member concerned was able to travel to regional areas and interstate to accumulate points towards being eligible for the Trophy, the Committee believed that it was not a fair playing field for everyone as some people were not able to travel during these time to attain eligibility to be awarded these Perpetual Trophies.

10.3 RAFT - Use of Pigeons

Director K Charnock advised the meeting that he and Director K Hedberg BVSc would be addressing the RAFT Committee, at its meeting tomorrow night, on the use of pigeons in Retrieving Trials.

MEETING CLOSED

6.40pm

NEXT MEETING:

Electronic Meeting – Friday 30 September 2022

Face to Face Meeting - Wednesday 12 October 2022 @ 1.00pm