



MINUTES of a meeting of the BOARD OF DIRECTORS held on **Wednesday 9 November 2022** commencing at **2.00pm**.

PARTICIPATION:

L Brand	K Charnock
C Rafton	A McIlrath
R Harbin	S Mills
N Keck	G Vernon
J Sheppard	L Brown
G Spagnolo	S McFadden
K Hedberg BVSc	S Oliver
R Privett	

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

APOLOGIES: NIL

The President welcomed the incoming Directors and thanked the Board for their support in her role as President over the past 12 months.

IN CAMERA

A. 2022 ELECTIONS

MOVED C Rafton

SECONDED G Vernon

THAT all **voting** in the 2021 Elections be **by poll** and that the Committee Secretary/Examinations Administrator, DAP Secretary and Operations Manager act as scrutineers.

CARRIED

President L Brand vacated the Chair @ 2.00pm

Returning Officer took the Chair @ 2.00pm

A.1 Chairman

Voting was by poll and on counting the votes, **Lyn Brand** was elected as **Chairman**.

The Returning Officer vacated the chair @ 2.05pm

President L Brand took the chair as President @ 2.05pm

A.2 Executive Committee

Voting was by poll and on counting the votes the following Directors were elected as Deputy Chairmen to make up the **Executive Committee**:-

- **Christina Rafton**
- **Kyle Charnock**
- **Angus McIlrath**
- **Guy Spagnolo**

A.3 Senior Deputy Chairperson

Directors were asked to vote for the Senior Deputy Chairman from the four (4) Deputy Chairmen.

Voting was by poll and on counting the votes **Christina Rafton** was elected as **Senior Deputy Chairman**.

A.5 Committee Chairs/Working Party Convenors

A.5.1 Agility Committee

There being no other nominations, **Michael Turner** was elected as the **Chair** of the **Agility Committee**.

A.5.2 Agility Judges Committee

There being no other nominations, **Jenny Marshall** was elected as the **Chair** of the **Agility Judges Committee**.

A.5.3 Breed Assessment & Temperament Testing (BATT) Committee

There being no other nominations, **Diana Fenton** was elected as the **Chair** of the **Breed Assessment & Temperament Testing (BATT) Committee**.

A.5.4 Breed Standards Committee

There being no other nominations, **Rosemary Privett** was elected as the **Chair** of the **Breed Standards Committee**.

A.5.5 Compliance Investigative Panel

There being no other nominations, **Robert Harbin** was elected as **Chair** of the **Compliance Investigative Panel**.

A.5.6 Conformation Judges Training Committee

Voting was by poll and on counting the votes **Sue Bownds** was elected as **Chair** of the **Conformation Judges Training Committee**.

A.5.7 Constitution & Regulations Working Party

There being no other nominations, **Carrie Paine** was elected as **Convenor** of the **Constitution & Regulations Working Party**.

A.5.8 DOGS NSW Canine Health & Welfare Committee

There being no other nominations, **Dr Karen Hedberg BVSc** was elected as **Chair** of the **DOGS NSW Canine Health & Welfare Committee**.

A.5.9 Finance Committee

There being no other nominations, **Ross Sinclair** was elected as **Chair** of the **Finance Committee**.

A.5.10 Grounds Committee

Voting was by poll and on counting the votes, **Peter Cutler** was elected as **Chair** of the **Grounds Committee**.

A.5.11 Honours Working Party

There being no other nominations, **Guy Spagnolo** was elected as **Convenor** of the **Honours Working Party**.

- A.5.12 **Judges Committee**
There being no other nominations, **Glen Vernon** was elected as **Chair** of the **Judges Committee**.
- A.5.13 **Judicial Panel Co-ordinator**
There being no other nominations, **Kyle Charnock** was elected as **Judicial Panel Co-ordinator**.
- A.5.14 **Library & Archives Committee**
There being no other nominations, **Nancy Keck** was elected as **Chair** of the **Library & Archives Committee**.
- A.5.15 **Media & Government Legislation Committee**
There being no other nominations, **Lyn Brand** was elected as **Chair** of the **Media & Government Legislation Committee**.
- A.5.16 **Members Education Committee**
There being no other nominations, **Carol Baker** was elected as **Chair** of the **Members Education Committee**.
- A.5.17 **Obedience & Tracking Committee**
Voting was by poll and on counting the votes, **Pauline Hartwell** was elected as **Chair** of the **Obedience & Tracking Committee**.
- A.5.18 **Obedience & Tracking Judges Committee**
There being no other nominations, **Kyle Charnock** was elected as **Chair** of the **Obedience & Tracking Judges Committee**.
- A.5.19 **Regional Committees Working Party**
There being no other nominations, **Rosemary Privett** was elected as **Convenor** of the **Regional Committees Working Party**.
- A.5.20 **Retrieving & Field Trials (RAFT) Committee**
There being no other nominations, **Paul Hamson** was elected as **Chair** of the **Retrieving & Field Trials Committee**.
- A.5.21 **Show Committee**
Voting was by poll and on counting the votes, **John Sheppard** was elected as **Chair** of the **Show Committee**.
- A.5.22 **Sporting Committee**
There being no other nominations, **Angus McIlrath** was elected as the **Chair** of the **Sporting Committee**.
- A.5.23 **Spring Fair Dog Show Committee**
There being no other nominations, **Christina Rafton** was elected as **Chair** of the **Spring Fair Dog Show Committee**.

1. CONFIRMATION OF PREVIOUS MINUTES

MOVED R Harbin

SECONDED G Vernon

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

1.1 **Electronic Meeting – 28 October 2022**

1.2 **Electronic Motion – 31 October 2022**

CARRIED

2. GENERAL BUSINESS TO BE DEALT WITH IN CAMERA

2.1 **Executive Committee Decisions - NIL**

2.2 **Operations Manager's Report – October 2022**

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
- **Purchase of Professional Conferencing System**
- **Operational Statistics**

MOVED S Oliver

SECONDED K Hedberg BVSc

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

CARRIED

2.3 **Finance Committee – 25/10/2022**

2.3.3 **Recommendation 2 – Item 8.1.2: Financial Statements as @ 30 September 2022**

MOVED L Brown

SECONDED K Hedberg BVSc

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

THAT the Financial Statements as @ 30 September 2022 be **approved** by the Board of Directors.

CARRIED

MOVED G Spagnolo

SECONDED S Mills

THAT the Minutes of the Finance Committee meeting held on 25 October 2022 be **received**.

CARRIED

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 Report – October 2022**

President L Brand left the meeting @ 3.20pm

Senior Vice President C Rafton took the chair @ 3.20pm

MOVED G Spagnolo

SECONDED S Mills

THAT the Animal Welfare & Community Liaison Officer's Report for October 2022 be **received**.

CARRIED

2.7 Company Secretary's Report

President L Brand returned to meeting @ 3.42pm

Senior Vice President C Rafton vacated the chair @ 3.42pm

MOVED R Privett

SECONDED N Keck

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

CARRIED

Meeting recessed @ 3.46pm

Meeting resumed @ 4.15pm

2.9 CJEP Examinations Committee – 26/10/2022

MOVED S Mills

SECONDED K Charnock

THAT the Minutes of the CJEP Examinations Committee Minutes, held on 26 October 2022, be received.

CARRIED

R Harbin abstained

3. **BUSINESS ARISING FROM MINUTES**

3.1 Strategic Planning Session – Setting a Date

(Refer Item 3.1-BOD Minutes 12/10/2022)

MOVED G Vernon

SECONDED C Rafton

THAT the Strategic Planning Session be conducted on Wednesday 7 December 2022 commencing at 10.00am.

CARRIED

Directors were encouraged to complete the Planning Team Questionnaire distributed by the Facilitator earlier today.

4. **JUDICIAL MATTERS**

4.1 Judicial Co-ordinator's Report

4.1.1 Inquiry Table

MOVED C Rafton

SECONDED A McIlrath

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

CARRIED

4.2 DAP Recommendation – Appeals to Penalty

MOVED K Charnock

SECONDED G Spagnolo

THAT the Recommendation of the Disputes assessment Panel in respect of Appeals to Penalty, which reads as follows, be approved:-

THAT DOGS NSW Regulations Part XI-Inquiries, Investigations & Appeals, Clause 7.2(c), which currently reads:-

7.2(c) *Such appeal shall only be on the grounds that the penalty issued by the Committee was either inadequate or excessive having regard to:-*

- (i) the penalties set out in Regulation 6.5; (04/16)*
- (ii) the evidence submitted to the Committee;*
- (iii) fresh evidence that could not have been placed before the Committee.*

PROVIDED FURTHER THAT save in respect of any such fresh evidence, the Appeal Committee shall not re-open any factual issue determined by the Committee. (02/05)

Be amended to read:-

~~7.2(c)~~ **7.3** ~~Such~~ **An** appeal **as to penalty** shall only be on the grounds that the penalty issued by the Committee was either inadequate or excessive having regard to **(11/22):-**

- (i) the penalties set out in Regulation 6.5; (04/16)**
- (ii) the evidence submitted to the Committee;**
- (iii) fresh evidence that could not have been placed before the Committee.**

PROVIDED FURTHER THAT save in respect of any such fresh evidence, the Appeal Committee shall not re-open any factual issue determined by the Committee. **(02/05)**

and that Clauses 7.3 to 7.9 be renumbered accordingly.

CARRIED

OPEN MEETING

5. MOTIONS ON NOTICE - NIL

6. MONTHLY REPORTS

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

6.1 Constitution & Regulations Review Working Party – 14/10/2022

6.1.1 Dubbo District Kennel Club Inc – Revised Constitution

MOVED C Rafton

SECONDED N Keck

THAT the revised Constitution of Dubbo District Kennel Club Inc be accepted.

MOVED R Privett

SECONDED A McIlrath

THAT the report from the Constitution & Regulations Review Working Party be received.

CARRIED

6.2 Conformation Judges Training Committee – 20/10/2022

MOVED K Hedberg BVSc

SECONDED N Keck

THAT the Minutes of the Conformation Judges Training Committee meeting held on 20 October 2022 be **received**.

CARRIED

6.3 **Members Education Committee**

The Board noted that this Committee did not meet.

6.3.1 **Members Education Course – Updated Policy Document**

MOVED C Rafton

SECONDED K Hedberg BVSc

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

THAT the updated Members Education Policy document, to cover the new online course format, be approved.

CARRIED

6.4 **Obedience & Tracking Committee – 13/10/2022**

(Refer Item 6.5.1, below)

6.5 **Obedience & Tracking Judges Committee**

6.5.1 **Combined Meeting with Obedience & Tracking Committee – 13/10/2022**

6.5.1.1 **Recommendation 1 – Item 1: Amendment to DOGS NSW Regulations Part II-Show, Clause 20.1B: Limitation of Exhibits for Judging**

MOVED A McIlrath

SECONDED G Spagnolo

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

THAT DOGS NSW Regulations Part II-Show, Section 20, Clause 20.1B - Limitation of Exhibits For Judging, be amended as follows:-

Currently Reads:-

20.1B At an Obedience Trial (02/21)

- (i) 9 exhibits per hour in Community Companion Dog Class with maximum of 40 exhibits per day.*
- (ii) 6 exhibits per hour in a Novice Class with a maximum of 35 exhibits per day.*
- (iii) 5 exhibits per hour in an Open Class with a maximum of 25 exhibits per day.*
- (iv) 4 exhibits per hour in a Utility Dog Class with a maximum of 20 per day.*
- (v) 3 exhibits per hour in a Utility Dog Excellent Class with a maximum of 15 per day.*
- (vi) Where a judge is contracted to judge multiple classes the maximum number of exhibits will not exceed 25 per class.*
- (vii) Where a multiple class is Utility plus Utility Dog Excellent the maximum number of exhibits will not exceed 15 per class.*

Be amended to read:-

20.1B The Limitation of Exhibits for an Obedience Judge.

- (i) 10** exhibits per hour in Community Companion Dog Class with maximum of 40 exhibits per day.
- (ii) 8** exhibits per hour in a Novice Class with a maximum of **40** exhibits per day.
- (iii) 6** exhibits per hour in an Open Class with a maximum of **35** exhibits per day.
- (iv) 5** exhibits per hour in a Utility Dog Class with a maximum of **30** per day.
- (v) 4** exhibits per hour in a Utility Dog Excellent Class with a maximum of **30** per day.

- (vi) Where a judge is contracted to judge multiple classes the maximum number of exhibits is **30** per day.
- (vii) **Where a Judge is contracted to Judge Rally and Obedience Classes the maximum number of exhibits will be 30 per day.**
- (viii) **At an evening trial the number of exhibits is to be estimated so that the trial and presentations are concluded prior to midnight.**

CARRIED

6.5.1.2 **Recommendation 2 – Item 1: Amendment to DOGS NSW Regulations Part II-Show, Clause 20.1C: Limitation of Exhibits for Judging**

MOVED C Rafton

SECONDED S Mills

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

THAT DOGS NSW Regulations Part II-Show, Section 20, Clause 20.1C - Limitation of Exhibits For Judging, be amended as follows:-

Currently Reads:-

- 20.1C At a Rally Obedience Trial (02/21)
- (i) 15 exhibits per hour in a Novice Rally Class with a maximum of 40 exhibits per day.
 - (ii) 15 exhibits per hour in an Advanced Rally Class with a maximum of 40 exhibits per day.
 - (iii) 12 exhibits per hour in an Excellent Rally Class with a maximum of 40 exhibits per day.
 - (iv) 12 exhibits per hour in a Master Rally Class with a maximum of 40 exhibits per day.
 - (v) Where a Judge is contracted to Judge multiple Rally Classes the maximum numbers of exhibits will not exceed 25.
 - (vi) Where a Judge is contracted to Judge Rally and Obedience Classes the number of exhibits will not exceed 25.
 - (vii) At an evening trial the number of exhibits is to be estimated so that the trial and presentations are concluded prior to midnight.

Be amended to read:

- 20.1C **The Limitation of Exhibits for a Rally Judge**
- (i) **The maximum number of exhibits to be judged in any Rally Class, including multiple classes, will be a maximum of 50 per day.**
 - (ii) **Where a Judge is contracted to judge Rally and Obedience Classes, the maximum number of exhibits will be 30 per day.**
 - (iii) **At an evening Trial, the number of exhibits is to be estimated so that the Trial and presentations are concluded prior to midnight.**

CARRIED

MOVED K Hedberg BVSc

SECONDED G Vernon

THAT the Minutes of the Combined Obedience & Tracking Committee and the Obedience & Tracking Judges Committee meeting held on 13 October 2022 be **received**.

CARRIED

6.6 Retrieving & Field Trials Committee – 20/10/2022

MOVED N Keck

SECONDED G Spagnolo

THAT the Minutes of the Retrieving & Field Trials Committee meeting held on 20 October 2022 be received.

CARRIED

6.7 Show Committee – 20/10/2022

6.7.1 Recommendation 1 – Item 4.1: Championship Points

MOVED L Brown

SECONDED K Hedberg BVSc

THAT Recommendation 1 **NOT** be endorsed and clarification be sought from Dogs Australia.

CARRIED

The Board noted that this matter was deferred from the Agenda of the Dogs Australia October 2022 Board Meeting for further consideration at the February 2023 Special Board meeting. The Board agreed to await further advice from Dogs Australia.

6.7.2 Recommendation 2 – Item 4.2: Aggressive Dogs

MOVED G Vernon

SECONDED G Spagnolo

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

THAT the amended Checklist for taking statements for an Aggressive Dog Incident, attached at Annexure A of the October 2022 Show Committee Minutes be approved and added to the Aggressive Dog Pack for Clubs.

CARRIED

6.7.3 Recommendation 3 – Item 5.1: Junior Handler Course – Application from Dogs ACT Member

MOVED G Spagnolo

SECONDED K Hedberg BVS

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

THAT, upon receipt of confirmation from Dogs ACT that they are not currently running a Junior Handlers Course and are willing for their members to complete the Course through DOGS NSW, the Show Committee will allow the applicant be able to complete the Course through DOGS NSW.

CARRIED

6.7.4 Recommendation 4 – Item 5.4: Stewards & Representatives Training - Online

MOVED C Rafton

SECONDED K Charnock

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

THAT, with the updated Stewards Handbook, the Stewards & Representatives Working Party intend to set up a Zoom Training Workshop for about 4 people, initially. This will give these applicants the necessary information to complete the on-line Stewards Examination and become accredited. If this Zoom Training Workshop is successful, more can be planned in the future.

CARRIED

MOVED G Vernon

SECONDED A McIlrath

THAT Standing Orders be suspended to bring forward Items 6.7.6 & 6.7.7, for consideration prior to Recommendation 7, below.

6.7.5 The Great Cattle Dog Muster Report & Request for Sponsorship in 2023

Director G Vernon tabled a report on The Great Cattle Dog Muster for 2022 noting how successful it was and well received by the public.

The Board noted The Great Cattle Dog Muster is scheduled for 8 & 9 September 2023 and will be held bi-annually into the future. Tamworth Kennel Club Inc is currently scheduled to hold a Championship/Double Show on this date.

MOVED A McIlrath

SECONDED L Brown

THAT DOGS NSW agrees to be involved in the 2023 The Great Cattle Dog Muster and then consider date how the dates will affect the Show Calendar.

CARRIED

MOVED C Rafton

SECONDED G Spagnolo

THAT Director Glen Vernon be appointed the DOGS NSW Administrator in respect of The Great Cattle Dog Muster for 2023.

CARRIED

MOVED C Rafton

SECONDED K Hedberg BVSc

THAT the reports of The Great Cattle Dog Muster be received.

CARRIED

The President congratulated Director Glen Vernon for his role, on behalf of DOGS NSW in The Great Cattle Dog Muster 2022.

6.7.6 Recommendation 7 – Item 8.3: The Great Cattle Dog Muster

OVER RUN

MOVED K Hedberg BVSc

SECONDED J Sheppard

THAT the Minutes of the Show Committee meeting held on 20 October 2022 be received.

7. DOGS AUSTRALIA MATTERS

7.1 Schutzhund Trained Dogs

The Board noted that Dogs Australia were currently seeking legal advice in respect of Schutzhund Training and agreed to await further advice from Dogs Australia before taking any action on this matter.

MOVED N Keck

SECONDED G Spagnolo

THAT the information on Schutzhund Training in New South Wales, provided by Director K Hedberg BVSc be noted.

CARRIED

8. CORRESPONDENCE

8.1 C Kong – Cyber Security/Privacy

The Board noted that Dogs Australia currently holds cyber insurance with Emergence/Chubb for the National Business System and advice from the DOGS NSW Insurance Broker is that products offered by Emergence/Chubb are very comprehensive and would cover any privacy breaches, identity theft, etc.

MOVED S Mills

SECONDED K Hedberg BVSc

THAT the information from the DOGS NSW Insurance Broker in respect of cyber insurance be noted.

CARRIED

9. BUSINESS ADJOURNED FROM PREVIOUS MEETINGS – NIL

10. GENERAL BUSINESS

10.1 Action List as @ 3 November 2022

The Board noted the Action List and requested it be updated and distributed to Directors independent to the Minutes of the meeting.

10.2 The Pet Show

The President congratulated the Director Angus McIlrath as Chair of the Public Relations Committee for the successful representation of DOGS NSW at The Pet Show and for the great display.

Directors were strongly encouraged to attend similar promotional events in the future.

MEETING CLOSED

5.47pm

NEXT MEETING:

Electronic Meeting – Friday 25 November 2022

Face to Face Meeting – Wednesday 14 December 2022 commencing @ 2.00pm