

MINUTES of a meeting of the BOARD OF DIRECTORS held on **Wednesday 1 February 2023** commencing at 1.45pm.

DISTRIBUTION:

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

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
S Cook (Media/PR Consultant) for part of meeting

APOLOGIES: NIL

The President introduced Ms Sheridan Cook, Media & Public Relations Consultant. Ms Cook gave a presentation on her proposal of work for the coming months.

MOVED C Rafton

SECONDED A McIlrath

THAT a summary of the attendance at today's meeting by Ms Sheridan Cook, Media/PR Consultant, be included in the Minutes.

CARRIED

1. CONFIRMATION OF PREVIOUS MINUTES

MOVED C Rafton

SECONDED G Spagnolo

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

- 1.2 **Electronic Motion – 16 January 2023 – Invitation to Media/PR Consultant**
- 1.4 **Electronic Motion – 23 January 2023 – Approval of Change.org Petition**

CARRIED

2. GENERAL BUSINESS TO BE DEALT WITH IN CAMERA

2.1 **Executive Committee Decisions - NIL**

2.2 **Operations Manager's Report**

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

- **Government Related Matters**
 - **Boundary Fence**
- **Application to Operate Camping Ground**
- **Sheep**
- **Operational Statistics**

MOVED C Rafton
SECONDED A McIlrath
THAT the Operations Manager's Report for January 2023 be **received**.

CARRIED

2.3 **Finance Committee – 19/1/2023**

2.3.1 **Decision 1 – Item 6.5: Members Education Course Fees**

MOVED N Keck
SECONDED G Spagnolo
THAT Decision 1, which reads as follows be **endorsed**:-
THAT the fee for the Members Education Course be increased to \$170.00 which includes a copy of the reading criteria "The New Dog Owner's Manual" by Dr Karen Hedberg BVSc.

CARRIED

C Rafton, K Charnock, L Brown abstained

2.3.2 **Recommendation 1 – Item 8.1.2: Financial Statements as @ 30 November 2022**

MOVED K Hedberg BVSc
SECONDED L Brown
THAT Recommendation 1, which reads as follows be **approved**:-
THAT the Financial Statements as @ 30 November 2022 be approved by the Board of Directors

CARRIED

C Rafton, K Charnock abstained

2.3.3 **Recommendation 2 - Item 8.1.2: Financial Statements as @ 31 December 2022**

MOVED K Hedberg BVSc
SECONDED G Vernon
THAT Recommendation 1, which reads as follows be **approved**:-
THAT the Financial Statements as @ 31 December 2022 be **approved** by the Board of Directors

CARRIED

C Rafton, K Charnock, J Sheppard abstained

MOVED K Hedberg BVSc
SECONDED G Spagnolo
THAT the Decisions 2 through to 6 which read as follows, be **noted**:-

2.3.4 **Decision 2 – Item 10.1.1: SEO Corrections to the Website**

THAT the Finance Committee approve the quotation from The Famous Group to perform SEO rectification works on our website.

2.3.6 **Decision 4 – Item 10.1.3: Office Closure Monday 24 April 2023**

THAT the Finance Committee approve the closure of the Office on Monday 24th April 2023 with all staff taking annual leave.

2.3.7 **Decision 5 – Item 10.1.4: Christmas 2023 Office Hours**

THAT the Board of Directors approve the proposed hours for Christmas 2023, as follows:-

- Close to Members on Tuesday 19th December 2023 at 4pm
- Office to Close on Wednesday 20th December 2023 at 12pm
- Office to reopen to some Staff on Monday 8th January 2024 at 9:00am
- Office to reopen to Members on Wednesday 10th January 2024 at 9:30am
- All staff return on Monday 15th January 2024 at 9am

2.3.8 **Decision 6 – Item 10.3.1: Local Sports Defibrillator Grant Program**

THAT DOGS NSW purchase two (2) defibrillators, (1) for the Northern Region and (1) for the Illawarra South East Region and engage a periodic maintenance service provider for regular maintenance

CARRIED

MOVED A McIlrath

SECONDED G Spagnolo

THAT the Minutes of the Finance Committee meeting held on 19 January 2023 be **received**.

CARRIED

2.4 **Compliance Investigative Panel – 16/11/2022**

2.4.1 **Decision 1 – Item 7.1.1: CIP Process - How many generations should be screened for colour**

MOVED L Brown

SECONDED G Vernon

THAT Decision 1, which reads as follows be **endorsed**:-

THAT the DOGS NSW Compliance Investigative Panel Strategic Document Clause 2.3.2 be amended so the investigation of flagged dogs/breeders only extends to 2 generations.

CARRIED

2.4.2 **Decision 2 – Item 7.2: Compliance Investigative Panel Onsite Inspections**

MOVED L Brown

SECONDED G Spagnolo

THAT Decision 1, which reads as follows be **endorsed**:-

THAT dogs to be inspected within the Metropolitan area no longer automatically required to attend a monthly inspection day. Metropolitan inspections will now be undertaken under the same guidelines as non-metro inspections whereby they are presented to the DOGS NSW Office, upon appointment, and photographed by the Administration Assistant. Photos are then disseminated to the CIP to approve/reject the colour or request that the dog be presented to the CIP at a date and time arranged by the Office.

CARRIED

MOVED C Rafton

SECONDED G Spagnolo

THAT the Minutes of the Compliance Investigative Panel meeting held on 16 November 2022 be **received**.

CARRIED

2.5 **Judges Committee**

The Board noted that this Committee did not meet.

2.6 **Animal Welfare & Community Liaison Officer Report – December 2022/January 2023**

MOVED K Hedberg BVSc

SECONDED L Brown

THAT the Animal Welfare & Community Liaison Officer's Report for December 2022 & January 2023 be **received**.

CARRIED

2.7 **Company Secretary's Report**

2.7.1 **Decision 1 – Item 1.1: Best of Breed & Challenge Certificates – Interstate Exhibitors**

MOVED L Brown

SECONDED K Hedberg BVSc

THAT Decision 1, which reads as follows be **endorsed**:-

THAT a further Notice be published in the Weekly Woof advising "ALL AFFILIATES" that they will need to have a stock of Dogs Australia official Best of Breed & Challenge Certificates available at their shows to enable hard copy certificates to be provided to ~~interstate~~ exhibitors.

CARRIED

MOVED A McIlrath

SECONDED L Brown

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

CARRIED

3. **BUSINESS ARISING FROM MINUTES**

3.1 **Non-Disclosure Form & Conflict of Interest Policy**

(Refer Item 3.1-BOD Minutes 14/12/2022)

3.1.1 **Non-Disclosure Form**

MOVED L Brown

SECONDED K Hedberg BVSc

THAT the Director's Non-Disclosure & Fidelity Agreement, as drafted by the Honorary Solicitor, Mr Malcolm McDonald, be approved and distributed to Directors for completion and return.

CARRIED

3.1.2 **Conflict of Interest Policy**

MOVED L Brown

SECONDED K Hedberg BVSc

THAT the RNSWCC Board Conflict of Interest Policy, as drafted by the Honorary Solicitor, Mr Malcolm McDonald, be approved.

CARRIED

3.5 **CJEP Appeals Timeframe**

(Refer Item 2.11.6-BOD Minutes 14/12/2022)

MOVED K Hedberg BVSc

SECONDED J Sheppard

THAT the Board accepts the recommendation of the Honorary Solicitor, Mr Malcolm McDonald, that an appropriate appeal timeframe for Conformation Judges Education Program practical examinations would be six (6) days.

CARRIED

MOVED L Brown

SECONDED G Vernon

THAT DOGS NSW Regulations Part III-2022/2023 Conformation Judges Education Program be amended to reflect the new appeal timeframe (from 48 hours) to six (6) days.

CARRIED

3.7 **Strategic Plan Report – DRAFT**

(Refer Item 3.1-BOD Minutes 9/11/2022)

MOVE K Charnock

SECONDED A McIlrath

THAT the Board convene a separate meeting to discuss the Draft Strategic Plan Report.

CARRIED

Director N Keck suggested a date for the meeting to be determined within the next month and that the meeting be held in the Research & Development Centre for privacy and to ensure there are not disruptions and/or distractions.

4. **JUDICIAL MATTERS**

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

MOVED L Brown

SECONDED K Hedberg BVSc

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

CARRIED

5. **MOTIONS ON NOTICE**

5.2 **Compliance with Dogs Australia Regulations**

MOTION 1

MOVED L Brown

SECONDED R Privett

THAT the resolution at Item 10.2 of the DOGS NSW Board of Directors meeting of 14 December 2022, which reads as follows:-

THAT the **rider** on the front page of each of DOGS NSW Regulations advising that these Regulations incorporate Dogs Australia Regulations be removed.

BE RESCINDED

CARRIED

MOTION 2

MOVED L Brown

SECONDED A McIlrath

THAT the **rider** previously displayed on the front page of each of DOGS NSW Regulations advising that these Regulations incorporate Dogs Australia Regulations **be reinstated**.

CARRIED

5.3 Proprietary Interest Regulations – L Brown

MOTION 1

MOVED L Brown

SECONDED J Sheppard

THAT the resolution at Item 5.2 of the DOGS NSW Board of Directors meeting of 13 July 2022, which reads – in part – as follows:-

***THAT** DOGS NSW does not adopt or endorse the Dogs Australia Regulation in regards to Proprietary Interest, which reads as follows, due to the potential ramifications as it is poorly worded and, therefore, the Regulation be referred back to Dogs Australia to revisit.....*

BE RESCINDED.

CARRIED

MOTION 2

MOVED L Brown

SECONDED R Privett

THAT, the Board adopt Dogs Australia Regulations Part 5: Conformation Shows, Clause 4.2, as recently amended at the Dogs Australia October 2022 Board Meeting, and which reads as follows:-

SECTION 1 – DEFINITIONS and CLASSES

1.1 Definitions

~~1.1.7 **Proprietary Interest** having some legal or equitable interest in an animal on an ongoing basis. For the purposes of these Regulations the definition does not include boarding a dog at a Judge's boarding kennel. (Amended 10/20, 7.5.7 Effective 01/01/21)~~

****DELETED****

SECTION 4 Exhibitors

4.1 ~~Proprietary~~ Ownership

4.1.1 No person shall ~~enter or~~ exhibit a dog in any sanctioned conformation exhibition at which a judge who is a member of the competitor's immediate family, or who resides at the same address, or who has had a proprietary interest in such dog whether solely or in partnership is scheduled to officiate.

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~~ **ownership** 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.~~ 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.
- e. 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.
- f. The dog was bred by the judge or the judge's family.
- g. For the purposes of these regulations the definition "handled" does not include any circumstance where a person has assisted another exhibitor who, due to a judging decision on the day, was required to compete with two or more exhibits at the same time.
- h. ~~Either the exhibitor or the judge has used a stud dog belonging to the other within the last 6 months.~~

and that the membership, in particular Affiliates, be notified via the Weekly Woof as well as DOGS NSW website, Facebook Page and APP.

CARRIED

6. MONTHLY REPORTS

6.1 Constitution & Regulations Review Working Party – 17/1/2023

6.1.1 Glenreagh Dog Sports Inc – Application for Affiliation

MOVED C Rafton

SECONDED L Brown

THAT the Application for Affiliation from Glenreagh Dog Sports Inc be **approved**.

CARRIED

6.2 **Library & Archives Committee – 15/12/2022**

MOVED C Rafton

SECONDED A McIlrath

THAT the Minutes of the Library & Archives Committee meeting held on 15 December 2022 be received.

CARRIED

6.3 **Media & Government Legislation Committee – 17/1/2023**

MOVED C Rafton

SECONDED K Charnock

THAT the Decisions 1 & 2 of the Media & Government Legislation Committee, which read as follows, be noted and approved:-

6.3.1 **Decision 1 – Item 6.1: Discuss Advice from Premier National (Lobbyist)**

THAT the Chair of the Committee, President Lyn Brand, contact the Premier State Lobbyist to ascertain lead in time for any lobbying to commence in regard to the Puppy Farm Bill.

CARRIED

6.3.2 **Decision 2 – Item 6.2: Amendments to Media Statement**

THAT members again be strongly requested to write individual emails and again lobby their State Member Politicians, with the suggested areas that will affect them and their families in being able to select a pet of their choice, and any other areas that affect their hobby, lifestyle, making note that we are aware that the Liberal Party voted against the Bill. (Most Politicians return on 28/2/2023 but campaigning for the election is underway now).

CARRIED

MOVED C Rafton

SECONDED A McIlrath

THAT the Minutes of the Media & Government Legislation Committee meeting held on 15 December 2022 be received.

CARRIED

6.3.3 **Engagement of Llewellyn Communications**

The Board noted that a significant amount of work had been undertaken by Llewellyn Communications given the timeframe of the consultancy.

6.3.4 **P Hewitt – Response to Animal Biosecurity Advice**

MOVED L Brown

SECONDED C Rafton

THAT the response by Dr P Hewitt to the Animal Biosecurity Advice be noted.

CARRIED

6.4 **Retrieving & Field Trials Committee – 19/1/2023**

6.4.1 **Decision 1 – Item 8.3: Judges - Retrieving and Field Trials and RATG**

MOVED C Rafton

SECONDED K Charnock

THAT Decision 1, which reads as follows, be **endorsed**:-

THAT Rebecca Braid and Bill Frew undertake training and examination to join the Retrieving Ability Tests for Gundogs Judges' Panel.

CARRIED

MOVED K Charnock

SECONDED K Hedberg BVSc

THAT the Minutes of the Retrieving & Field Trials Committee meeting held on 19 January 2023 be **received**.

CARRIED

6.5 **Show Committee – 18/1/2023**

MOVED A McIlrath

SECONDED G Spagnolo

THAT the Decisions 2 through to 6 and Decisions 8 & 9 of the Show Committee, which read as follows, be endorsed:-

6.5.2 **Decision 3 – Item 3.9: Agricultural Shows**

THAT, effective from 1 April 2023, DOGS NSW Regulation Part II-Show, Clause 4.4A, be amended as follows:-

Currently reads

4.4A *An Affiliate or licensed body may conduct two (2) Championship Shows in any one year, and may also conduct one or more Parades and/or Open and/or Sanction Shows, except in the case of an Associate Affiliate which may conduct one (1) Championship Show or two Championship shows if both are held on the same day in any one year and a Specialty Club that may, but only on the invitation of the DOGS NSW Spring Fair Dog Show Committee, conduct a third Championship Show in any one year. (02/20)*

Be amended to read:

4.4A An Affiliate or licensed body may conduct two (2) Championship Shows in any one year, and may also conduct one or more Parades and/or Open and/or Sanction Shows, except in the case of an Associate Affiliate which may conduct one (1) Championship Show ~~or two Championship shows if both are held on the same day~~ in any one year and a Specialty Club that may, but only on the invitation of the DOGS NSW Spring Fair Dog Show Committee, conduct a third Championship Show in any one year. **(02/23)**

6.5.3 **Decision 4 - Item 5.1: Junior Handler Working Party**

THAT the following Junior Handler Working Party Members be accepted with Tracie Buckley being the Convenor:-

- Debra Cumming
- Deborah Neumann
- Melissa Hallworth-Craig
- Laura Meagher

CARRIED

6.5.4 Decision 5 – Item 5.3: Complex Fundraising Working Party

THAT the following Complex Fundraising Working Party Members be accepted with Stephen Oliver being the Convenor:-

- Peter Cutler
- Lynne Cook
- Tracie Buckley
- Donna Morris
- Amanda Huggins

CARRIED

6.5.5 Decision 6 – Item 5.4: Stewards & Representatives Working Party

THAT the following Stewards & Representatives Working Party Members be accepted with Ross Stirton being the Convenor:-

- Bear Paintin

CARRIED

6.5.6 Decision 8 – Item 9.3: C Baker – Show Committee Member

THAT Ms Carol Baker be added as a member of the Show Committee.

CARRIED

6.5.7 Decision 9 – Item 9.4: Cancellation of Shows

THAT an email should be sent to all Club Secretaries reminding them that Draft Schedules are due 4 months before the Show. If they are not intending on holding their show on the approved date they are to please advise the Office 5 months before.

CARRIED

MOVED C Rafton

SECONDED S Oliver

THAT the Minutes of the Show Committee meeting held on 18 January 2023 be received.

CARRIED

6.6 Obedience & Tracking Judges Committee – New Member

MOVED C Rafton

SECONDED L Brown

THAT Ms Shanelle Corben be appointed as a member of the Obedience & Tracking Judges Committee.

CARRIED

6.7 Trick Dog Judges

Director K Charnock advised the meeting that he had received advice from the Chair of the DOGS NSW Dances With Dogs/Trick Dogs Committee that Aspiring Judges for the DOGS NSW Trick Dog Judges Training Scheme were registering and training with Dogs ACT.

MOVED C Rafton

SECONDED G Spagnolo

THAT Trick Dog Aspiring Judges who reside in New South Wales cannot register for training or sit examinations in the ACT.

CARRIED

7. DOGS AUSTRALIA MATTERS

7.1 Dogs Australia February 2023 Special Board Meeting – Agenda

MOVED G Spagnolo

SECONDED L Brown

THAT DOGS NSW supports all Items on the Agenda for the Dogs Australia February 2023 Special Board Meeting.

CARRIED

7.2 Membership Statistics – Updated with 2022 Figures

MOVED L Brown

SECONDED G Spagnolo

THAT the Dogs Australia Membership Statistics be **noted**.

CARRIED

8. CORRESPONDENCE

8.1 Illawarra Collie & Shetland Sheepdog Club – Change of Name

MOVED L Brown

SECONDED G Spagnolo

THAT the request from the Illawarra Collie & Shetland Sheepdog Club to change the name of the Club to the “**Combined Collie & Shetland Sheepdog Club of NSW**” be **endorsed**.

CARRIED

K Charnock, G Vernon against

9. BUSINESS ADJOURNED FROM PREVIOUS MEETINGS – NIL

10. GENERAL BUSINESS – NIL

MEETING CLOSED 6.47pm

NEXT MEETING: Wednesday 8 March 2023 commencing @ 2.00pm