

MINUTES of a meeting of the BOARD OF DIRECTORS held on **Wednesday 10 May 2023** commencing at 2.02pm.

PRESENT:

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

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

APOLOGIES: G Vernon

MOVED K Hedberg BVSc
THAT the apologies be **accepted**.

SECONDED G Spagnolo

CARRIED

A. Recording of Board Meeting

MOVED K Charnock
THAT Directors **note** that, in accordance with the resolution of the Board at Item 5.1 of the Board of Directors meeting held on 8 December 2021, **this Board meeting is being recorded** for the purposes of confirmation of the Minutes and once confirmed at a future Meeting the recording will then be deleted.

SECONDED J Sheppard

CARRIED

MOVED K Hedberg BVSc
THAT Standing Orders be suspended for the meeting to deal with the Strategic Planning matters at this time.

SECONDED J Sheppard

CARRIED

IN CAMERA

1. CONFIRMATION OF PREVIOUS MINUTES

1.1 Electronic Meeting – 28 April 2023

MOVED K Hedberg BVSc
THAT the Minutes of the Board of Directors Electronic meeting held on 28 April 2023 be **confirmed**.

SECONDED R Privett

CARRIED

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2. **PRIORITY MATTERS**

2.1 **Strategic Planning - Meeting 29 March 2023 – Recommendations**

The Chair of the Finance Committee advised the meeting that the Strategic Plan must be central to how DOGS NSW thinks in the next five (5) years and the Finance Committee needs to align with the Board decisions.

2.1.1 **Promotional Merchandise**

2.1.2 **Advocacy & Marketing – Consultant’s Scope**

2.1.3 **Costing for Breed Seminars Online**

2.1.4 **Fast & Furious Working Party**

Directors considered the purpose of conducting “Fast & Furious” events to enable families to achieve a lifestyle balance.

MOVED C Rafton

SECONDED A McIlrath

THAT Director **K Charnock** be appointed **Convenor** of the Fast & Furious Working Party to investigate the opportunity to run a “Fast & Furious” event.

CARRIED

MOVED K Charnock

SECONDED K Hedberg BVSc

THAT the following **Directors** be appointed as members of the Fast & Furious Working Party:-

- C Rafton
- G Spagnolo
- S Oliver

CARRIED

2.1.5 **Orchard Hills Lease**

The Board noted that this matter was a work in progress as we are waiting on advice from Mr M Craig KC and, once received, DOGS NSW will seek appointments with the appropriate Minister to carry it forward.

2.1.6 **Provision of List of Obedience Clubs to Penrith City Council**

The Operations Manager advised the meeting that this initiative was about advertising with Council as to what we do. The meeting agreed that this should be provided to all councils.

MOVED K Charnock

SECONDED G Spagnolo

THAT the Operations Manager provide to State-wide council areas a **list of Obedience Clubs** in their regions.

CARRIED

2.1.7 **Build Strategic Leadership**

The Chair of the Finance Committee advised the meeting that this initiative was to bring in membership with professional qualifications that the Board can call on when needed.

For the Operations Manager: to investigate how to pull a report of members’ qualification from the National Business System.

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The President thanked the Chair of the Finance Committee, Mr Ross Sinclair, for participating in today's meeting.
R Sinclair left the meeting @ 3.20pm

2.2 Orchard Hills Lease

2.2.1 Meeting with Office of State Lands

The Board noted this matter is a work in progress.

2.2.2 Response from Tanya Davies MP, Member for Badgerys Creek

MOVED K Hedberg BVSc

SECONDED S Oliver

THAT the correspondence from Mrs Tanya Davies MP, Member for Badgerys Creek, be received.

CARRIED

2.2.3 Honorary Solicitors Advice/Update

MOVED K Hedberg BVSc

SECONDED N Keck

THAT the update on the Orchard Hills Lease negotiations from the Honorary Solicitor be received.

CARRIED

3. GENERAL BUSINESS TO BE DEALT WITH IN CAMERA

3.1 Executive Committee Decisions

3.1.1 ECD7/2023: Amendment to 2022/2023 CJEP Practical Examination Dates

MOVED K Hedberg BVSc

SECONDED A McIlrath

THAT the decision of the Executive Committee in ECD7/2023, which reads as follows, be **endorsed**:-

THAT the dates for the 2022/2023 CJEP Practical Examination be amended to 8, 21 & 22 October 2023.

Directors discussed the reason for the change of dates for the 2022/2023 CJEP Practical Examination noting that there was a Motion further on in the meeting in relation to the appointment of the Chair of the CJEP Examinations Committee.

MOVED C Rafton

SECONDED N Keck

THAT this item be moved for consideration after Item 6.4 of this Agenda.

CARRIED

3.2 Operations Manager's Report

MOVED G Spagnolo

SECONDED A McIlrath

THAT the Operations Manager's Report for March 2023 be **received**.

CARRIED

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3.2.1 **Camping Approval**

The Operations Manager advised the meeting that approval from Penrith City Council for camping for a further five (5) years has now been received.

3.2.2 **Dog Wash**

Director N Keck requested consideration be given to purchasing a Dog Wash, possibly before the Spring Fair and to be placed next to the Rotunda.

The Operations Manager advised the meeting that a previous quote for purchase of a Dog Wash was over \$10,000 and did not include plumbing. The Board felt at that time that the initiative was cost prohibitive.

For the Operations Manager: to investigate and provide a proposal for consideration by the Board.

3.2.3 **Affiliates Annual Reports**

Director J Sheppard expressed his concern in respect of submission of Affiliates Annual Reports stating that last month 99 Affiliates were listed and as of this morning the list is only down to 87 despite numerous attempts to get clubs to comply.

The Operations Manager advised the meeting that in accordance with a Notice that will be appearing in the Weekly Woof this week, Affiliates can now go online and submit their Annual Reports and will investigate pushing this requirement more with letters being sent to Clubs.

MOVED C Rafton

SECONDED J Sheppard

THAT the requirement for signatures on the Financials for Affiliate Annual Returns be **reduced to the President or Secretary and the Auditor.**

CARRIED

For the Office: to amend the first page of the Affiliates Annual Report Check List and the Instructions to delete the signature requirement on the Depreciations Schedule noting that if there are no assets being depreciated, there is no need to submit a Depreciations Schedule. Subsequently, in cases where there is no depreciation there will be a "NIL" for the Asset Register option.

3.2.4 **Electricity Contract**

The Operations Manager presented the quotes for the electricity contract and recommended AGL as their offer is the cheapest four (4) year deal when combined with solar rebates.

MOVED K Charnock

SECONDED N Keck

THAT the quote for the DOGS NSW Electricity Contract from AGL for a 48 month contract be **approved.**

CARRIED

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3.3 Finance Committee – 27/4/2023

3.3.1 Recommendation 1 – Item 8.1.2: Financial Statements as @ 31 March 2023

MOVED L Brand

SECONDED S Oliver

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

THAT the Financial Statements as @ 31 March 2023 be **approved** by the Board of Directors.

CARRIED

C Rafton, K Charnock abstained

3.3.2 Recommendation 2 – Item 8.2.1: \$1.8M Term Deposit Maturity - 23/5/2023

MOVED L Brand

SECONDED G Spagnolo

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

THAT DOGS NSW re-invest \$2M for a term of 24 months @ an indicative rate of 4.29%.

CARRIED

C Rafton, K Charnock abstained

3.3.4 Recommendation 4 – Item 10.1.2: External Painting of Main Administration Building, Amenities and Main Toilet Block

MOVED N Keck

SECONDED L Brand

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

THAT the quote from Chris Painting & Decorating be accepted.

CARRIED

C Rafton, K Charnock abstained

MOVED L Brand

SECONDED K Hedberg BVSc

THAT the Minutes of the Finance Committee meeting held on 27 April 2023 be **received**.

CARRIED

A Khamis left the meeting @ 3.57pm

Meeting recessed @ 3.57pm

Director S Mills left the meeting @ 4.00pm

Meeting resumed @ 4.20pm

3.4 Compliance Investigative Panel

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

3.5 Judges Committee – 19/4/2023

MOVED N Keck

SECONDED J Sheppard

THAT the Minutes of the Judges Committee meeting held on 19 April 2023 be **received**.

CARRIED

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3.6 Animal Welfare & Community Liaison Officer Report – April 2023

MOVED K Hedberg BVSc

SECONDED G Spagnolo

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

CARRIED

3.6.1 Serious Animal Welfare Issues Committee

The Board noted that this Committee did not meet.

3.7 Company Secretary's Report

3.7.2 Recommendation 2 - Item 1.2: DOGS NSW Representative at Inquiry Hearings

MOVED C Rafton

SECONDED N Keck

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

THAT the following Clause be added to the Board Policy Document:-

33.7 Where the Board initiates a complaint with the Disputes Assessment Panel and the determination in that matter is for the complaint to proceed to an Inquiry Hearing, the Board will appoint a member of the RNSWCC Executive Committee to represent DOGS NSW at that Inquiry Hearing.

CARRIED

3.7.3 Recommendations 3A & 3B – Item 1.3: 2023 Presidents & Secretaries Meeting – Metropolitan Region

3.7.3.1 Recommendation 3A

MOVED A McIlrath

SECONDED J Sheppard

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

THAT the Board agree to the 2023 Presidents & Secretaries Meeting be conducted on a Wednesday evening commencing at 5.30pm in the Amenities Building.

CARRIED

3.7.3.2 Recommendation 3B

MOVED C Rafton

SECONDED A McIlrath

THAT the preferred date for the Metropolitan Presidents & Secretaries Meeting be Wednesday 18 October 2023.

CARRIED

3.7.3.2.1 Western Region Presidents & Secretaries Meeting

Director N Keck advised the meeting that the Western Region Presidents & Secretaries Meeting will be held on 8 July 2023 and President Lyn Brown will be attending.

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MOVED L Brand

SECONDED S Oliver

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

CARRIED

3.8 **Aggressive Dogs – NIL**

4. **BUSINESS ARISING FROM MINUTES**

4.1 **Approval of Show Dates**

(Refer Item 2.2.2-BOD Minutes 10/11/2021)

The Board noted the resolution of the Board at Item 2.2.2 of its meeting of 10 November 2021 to allow Committee to approve show/trial/test/event dates.

MOVED C Rafton

SECONDED S Oliver

THAT the Operations Manager and Director S Mills investigate a way of developing an online process where all event dates can be managed prior to final approval.

CARRIED

R Habin/K Charnock left the meeting @ 5.48pm

The President vacated the chair @ 5.48pm

The Senior Vice President took the chair @ 5.48pm

4.3 **Disputes Assessment Panel Report – 21/3/2023**

(Item 5.1.2.2-BOD Minutes 19/4/2023)

The Senior Vice President vacated the chair @ 6.12pm

The President returned to the chair @ 6.12pm

K Charnock returned to the meeting @ 6.12pm

MOVED K Hedberg BVSc

SECONDED A McIlrath

THAT Standing Orders be suspended to bring forward Items 6.4 & 6.5, to be discussed at this time.

CARRIED

4.3.2 **Appointment of Chair of CJEP Examinations Committee**

(Referred from Item 6.4, below)

MOVED G Spagnolo

SECONDED A McIlrath

THAT Director **Lyn Brown** be appointed as **Chair** of the CJEP Examinations Committee for the duration of the 2022/2023 Program.

CARRIED

S Mills abstained

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4.3.3 **2022/2023 CJEP – Post Practical Examination for Unsuccessful Trainees**
(Referred from Item 6.5, below)

MOVED G Spagnolo

SECONDED J Sheppard

THAT the Board approve for a Post Practical Examination to be conducted for all Trainees who failed the 2022/2023 Practical Examinations held on the following dates:-

- Monday 24 October 2022
 - Hound Group, Working Dog Group, Non-Sporting Group
- Tuesday 25 October 2022
 - Gundog Group, Utility Group
- Wednesday 26 October 2022
 - Toy Group, Terrier Group

and the date of that Post Practical Examination be set by the CJEP Examinations Committee after those failures have been reviewed as per the previous resolution.

CARRIED

5. **JUDICIAL MATTERS**

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

MOVED K Charnock

SECONDED J Sheppard

THAT The Directors be requested to bring back to the Board the **names of two (2) solicitors and twenty (20) Judicial Panel members** for consideration by the Board for inclusion on the Judicial Panel.

CARRIED

MOVED K Hedberg BVSc

SECONDED G Spagnolo

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

CARRIED

OPEN MEETING

6. **MOTIONS ON NOTICE**

MOVED C Rafton

SECONDED A McIlrath

THAT Standing Orders be suspended to bring forward Item 7.7 of the Show Minutes, to be discussed at this time.

CARRIED

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6A. **DOTY/POTY**
(Referred from Item 7.7, below)

MOVED C Rafton

SECONDED K Hedberg BVSc

THAT Recommendation 4, from Item 9.3 of the Show Committee Minutes of 26 April 2023, which reads as follows be **approved**:-

THAT, due to comments made on the Representative Report, the Board convenes a Working Party to conduct DOTY/POTY and this be formed separate from any other DOGS NSW Committee. This Working Party to be approved in June/July each year to give adequate time for the show to be organised.

CARRIED

MOVED C Rafton

SECONDED K Charnock

THAT DOTY/POTY/NOTY return to the purview of the Show Committee and the Show Committee appoint a Convenor to run the event.

CARRIED

6.2 **Public Relations Committee**

MOVED L Brand

SECONDED G Spagnolo

THAT the Board move a vote of confidence in Director A McIlrath as Chair of the Public Relations Committee.

CARRIED

6.3 **Schools Program – DOGS NSW Involvement – A McIlrath**

Director A McIlrath advised the meeting that following discussion earlier in the meeting in relation to the DOGS NSW branding, the matter be **DEFERRED** at this time.

It was suggested that Director McIlrath liaise with Mr Hugh Gent OAM who may be able to provide a contact for the Schools Program currently under contract.

6.4 **Appointment of Chair of CJEP Examinations Committee**
(Refer Item 4.3.2, above)

6.5 **2022/2023 CJEP – Post Practical Examination for Unsuccessful Trainees**
(Refer Item 4.3.3, above)

7. **MONTHLY REPORTS**

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

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7.1 Agility Judges Committee – Appointment of Games Judges

MOVED C Rafton

SECONDED G Spagnolo

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

THAT the following Dogs Australia Judges be approved to become Games Judges in addition to Agility and Jumping Judges:-

- Robyn Jones – Levels: Novice, Excellent, Masters / Snooker: Levels Novice, Excellent, Masters / Gamblers: Levels Novice, Excellent, Masters Strategic Pairs
- Frankie Ashton – Levels: Novice, Excellent, Masters / Snooker: Levels Novice, Excellent, Masters / Gamblers: Levels Novice, Excellent, Masters Strategic Pairs

CARRIED

7.2 Constitution & Regulations Review Working Party

7.2.1 South Coast Dog Training Club Inc – Application for Affiliation

MOVED C Rafton

SECONDED N Keck

THAT the Application for Affiliation from the South Coast Dog Training Club Inc be **approved**.

CARRIED

R Privett left the meeting @ 7.03pm

7.3 Conformation Judges Training Committee – 29/3/2023

7.3.1 Recommendation 1 – Item 3.2: Aspiring Judges Program

MOVED J Sheppard

SECONDED N Keck

THAT the Conformation Judges Training Committee be advised that the **Aspiring Judges Program** is covered in the Members Education Course and, therefore, it is **not required** for the **Conformation Judges Education Program**.

CARRIED

C Rafton/S Oliver abstained

7.3.2 Recommendation 2 – Item 5.1: Changes to Regulations

The Board noted that all Conformation Judges Education Program will be reviewed and submitted to the next Board meeting.

OVER RUN

MOVED S Oliver

SECONDED K Hedberg BVSc

THAT the Minutes of the Conformation Judges Training Committee meeting held on 29 March 2023 be **received**.

CARRIED

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7.4 **Media & Government Legislation Committee – 1/5/2023**

MOVED A McIlrath

SECONDED S Oliver

THAT the Minutes of the Media & Government Legislation Committee meeting held on 2 May 2023 be **received**.

CARRIED

7.5 **Obedience & Tracking Committee – 3/4/2023**

7.5.1 **Item 7: Approval of Trial Dates**

MOVED G Spagnolo

SECONDED S Oliver

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

CARRIED

7.5.2 **Recommendation 1 – Item 8.12: Policy Update**

MOVED C Rafton

SECONDED K Hedberg BVSc

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

THAT the DOGS NSW Policy/Obedience/Not for Competition (NFC), Clause 1.6 be amended as follows:-

Currently reads:

- 1.6 *A dog which has entered as NFC in any class may not enter as a full competitor in another class in that trial.*

Be amended to read:-

- 1.6 A dog which has entered as NFC in any class may not enter as a full competitor in **that class level** in that trial.

CARRIED

MOVED G Spagnolo

SECONDED S McFadden

THAT the Minutes of the Obedience & Tracking Committee meeting held on 3 April 2023 be **received**.

CARRIED

7.6 **Retrieving & Field Trials Committee – 20/4/2023**

7.6.1 **Item 6: Approval of Trial Dates**

MOVED G Spagnolo

SECONDED A McIlrath

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

CARRIED

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7.6.2 **Recommendation 1 – Item 8.1.1: National Utility Gundog Field Trial Championship**

MOVED C Rafton

SECONDED S McFadden

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

THAT DOGS NSW requests Dogs Australia to conduct the current review of ANKC 'Rules for the Conduct of Retrieving Trials for Gundogs' in accordance with a timetable consistent in length with that set out in the ANKC 'National Retrieving and Field Trial Committee Charter'. This may either constitute a full review of the Rules or alternatively be limited to "the inclusion of 'artificial game' and looking at game usage and management in the Rules" as detailed in Dogs Australia memorandum dated 4 April 2023. The extended timeframe is necessary to ensure sufficient opportunities for consultation and the application of procedural fairness on an issue that constitutes a significant change to a long established ANKC sport.

CARRIED

MOVED G Spagnolo

SECONDED A McIlrath

THAT the Minutes of the Retrieving & Field Trials Committee meeting held on 20 April 2023 be received.

CARRIED

7.7 **Show Committee – 26/4/2023**

7.7.1 **Item 7: Approval of Show Dates**

MOVED J Sheppard

SECONDED K Hedberg BVSc

THAT the Committee's decisions in relation to Show dates be **noted**.

CARRIED

7.7.2 **Recommendation 1 – Item 8.5: Reserve In Group**

MOVED J Sheppard

SECONDED G Spagnolo

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

THAT, due to the original item at the Dogs Australia Special Board meeting held on 11 February 2023 was not discussed due to lack of a seconder, DOGS NSW again put forward a Motion to Dogs Australia as follows:-

THAT the Regulations governing the Reserve In Group Points include the words "*must be a challenge winner*".

CARRIED

C Rafton abstained

7.7.3 **Recommendations 2 & 3 – Item 8.6: Agricultural Shows**

7.7.3.1 **Recommendation 2**

MOVED C Rafton

SECONDED K Hedberg BVSc

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

THAT DOGS NSW Regulation Part II-Show, Clause 4.4A, be amended as follows:-

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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 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)*

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. **(02/20)**

CARRIED

7.7.3.2 Recommendation 3

MOVED J Sheppard

SECONDED K Hedberg BVSc

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

THAT the following guidelines be put in place in regard to Agricultural shows being able to hold two (2) shows (also to be held in conjunction with DOGS NSW Regulations Part II-Show):-

Requirements for Agricultural Shows

Single Shows:

- Minimum of 2 Judges with 2 rings
- Judging to commence at 9:00am
- Sweepstakes allowed
- Minimal Luncheon Break
- No Junior Handler classes (not required in the Regulations)

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Double Shows:

- Minimum of 3 Judges in 3 Rings based on expected numbers from previous shows. The Judge allocated General Specials should have a smaller entry so that they are available to have a luncheon break and commence General Specials when all Group judging is completed
- Judging to commence at 8:00am
- No sweepstakes or Junior Handler Classes allowed
- Luncheon break to be given as each Judge completes the first show, allowing a 10 minute break before General Specials of the first show
- The Show Secretary must ensure that all ribbons and prizes are organised for distribution on the day of the show
- Agricultural Societies must be made aware of the requirements that they must abide by, especially Section 22 which relates to facilities at shows.

CARRIED

7.7.4 **DOTY/POTY**
(Referred to Item 6A, above)

MOVED G Spagnolo

SECONDED K Hedberg BVSc

THAT the Minutes of the Show Committee meeting held on 26 April 2023 be **received**.

CARRIED

8. **DOGS AUSTRALIA MATTERS** – NIL

9. **CORRESPONDENCE**

9.1 **Judges Breed Observations**

MOVED K Hedberg BVSc

SECONDED L Brand

THAT Dogs Australia be requested to forward the documentation to the National Judges Committee with a view that it be passed on to the National Canine Health & Wellbeing Committee.

CARRIED

10. **GENERAL BUSINESS**

MEETING CLOSED 7.20PM

NEXT MEETING: Wednesday 14 June 2023 @ 2.00pm

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