



**Presidents & Secretaries Meeting – Wednesday 18 October 2023
Amenities Building – DOGS NSW Orchard Hills – 5.30pm**

MINUTES

WELCOME

PURPOSE OF THE DAY

DOGS NSW President

Welcome to the 2034 President's & Secretaries Meeting. It should be noted that any decisions made today will be in the form of recommendations for consideration by the Board of Directors in accordance with the RNSWCC Articles of Association, Part V-Administration, Clause 55(a) & (c) and Part III-The Board of Directors, Clause 27(d).

There are a few Agenda Items that were submitted by the closing date and will be discussed later in the meeting and members are requested, should they have any additional items for discussion that these be submitted to the DOGS NSW Office **in writing** for consideration by the appropriate staff member/Committee in due course.

DOGS NSW Representatives

- L Brown, President
- C Rafton, Senior Vice President
- A McIlrath, Director
- S McFadden, Director – Sporting Spaniel Society
- R Privett, Director **(by Zoom)**
- A Khamis, Operations Manager
- V Gagan-Wilson, Company Secretary
- S Kearns, Public Relations Committee Representative
- R Duffy, Show Committee Representative

Affiliates Attendance

Dobermann Club of NSW Inc

- R Perry, President
- J Perry, Show Secretary/Representing Secretary

Finnish Lapphund Club of NSW Inc

- L Mills, President

4Ps All Toy Dog Club of NSW

- P Cutler, President
- S Oliver, Secretary

Hills Dog Club Inc

- C Hatly, President
- J Lamont, Secretary

North of the Harbour All Breeds Kennel Club Inc

- T Mangan, President

Australian Kelpie Club of NSW Inc

- M Price, President
- M Kain, Secretary

The Golden Retriever Club of NSW Inc

- P Middleton, Vice President
- D Stubbings, Secretary

Irish Wolfhound Club of NSW Inc

- S Gendle, Vice President
- V Johnson, Secretary

Poodle Club of NSW Inc (**via Zoom**)

- K Wright
- D Thompson

Apologies - NIL

KEY ISSUES FOR DISCUSSION

1. Show Matters

R Duffy/Show Committee Representative

- *Declining Numbers at Shows*

The attendees identified Clusters Shows as being overdone, although there is some benefit. People work and, therefore, don't often have the time to spend exhibiting at numerous shows. By the time Sunday comes around half the exhibitors have gone home. It was considered that Cluster Shows do not increase attendance at shows. Further, there was an issues with Clubs using the same Judges over and over again and the same people exhibiting under those Judges. This doesn't allow for increasing competition.

The DOGS NSW President responded by advising that it was the decision of the Affiliates in respect of holding Cluster Shows. A lot of Judges don't want to overexpose themselves which could lead to a shortage of Judges. The decline in numbers at shows is a national issues and the DOGS NSW President will try to raise this issue at the Dogs Australia Conference scheduled for the coming weekend, ie, 21 & 22 October 2023.

- Neuter Classes*

The meeting was advised that the Neuter Classes were brought in for reason to attract new people but, regrettably, it has been taken over by desexed Champions. This is not a Show Committee problem, however, it does require addressing. It is not a Dogs Australia requirement to hold Neuter Classes, it is up to the Affiliate to choose whether to conduct Neuter Classes or not. The cost to purchase ribbons and trophies often outweighs the number of exhibits and, therefore, there is no benefit to the club.
- RNSWCC Representative Reporting*

It was brought to the attention of the meeting that many Clubs are still using old forms and, therefore not reporting accurately. Clubs should check the DOGS NSW website for the latest versions and ensure all relevant forms are available at every event.
- Latest Regulations*

The meeting was advised that all changes to DOGS NSW Regulations are published in Weekly Woof. Clubs should ensure they read the Weekly Woof to keep abreast of not just Regulation changes but other important information.
- Complaints made on the day of the Show*

Clubs should ensure they have the DOGS NSW Complaints Lodgement forms available at each event which are available on the DOGS NSW website. It is also important to have available the Incident Report Form in case of incidents/accidents as these forms are required for insurance purposes.
- Stewards Training*

The Stewards Training Course is now available on the DOGS NSW website as an online open book exam. Completion of the Course is not a requirement, however, is strongly suggested for those wishing to become Stewards. Any member interested in becoming a Steward should contact Ross Stirton by email via martygold@westnet.com.au.
- Returns after Shows*

The meeting was reminded that it is important to ensure all relevant paperwork is forwarded to DOGS NSW in a timely fashion, in most cases five (5) working days, with the exception of Aggressive Dog Reports and Incident Reports which are required to be received by the DOGS NSW Office within **24 hours**.
- Aggressive Dogs*

The Aggressive Dogs forms have recently been updated. Clubs should ensure that have the latest versions which can be downloaded from the DOGS NSW website. The detailed format needs to be followed in relation to these types of incidents. Often the Aggressive Dog Reports received by the Show Committee can be rather with little detailed information. Often one of the parties involved will leave the grounds before the Hearing has been conducted which can cause some difficulty in obtaining all relevant information, such as statements from all parties and witnesses.

The Committee conducting the Hearing needs to be calm when addressing these issues as the situation can be very upsetting. It is imperative that names and witness statements are included on the Report – no anonymous. As mentioned previously, these reports must be forwarded to DOGS NSW within **24 hours**.

2. Booking Grounds/Amenities @ Orchard Hills

Operations Manager

- *Golden Retriever Club/Ordering Tablets*

When ordering tablets can charging cords be included. Recently, the tablet ran out of charge which caused quite some inconvenience.

For the Operations Manager: to investigate as the tablet charge should last all day.

- *Dobermann Club/Invoices*

Advised not receiving original invoice but subsequently receiving overdue notices. This has happened on more than one occasion, latest one was for 20 September 2023. The Operations Manager confirmed that he had made special arrangements for the Dobermann Club so if an invoice is not received after making bookings please contact him to investigate.

3. Affiliate Renewal Invoices-Links to Member Accounts

Operations Manager

The Operations Manager advised the meeting that Affiliates should receive both electronic and paper invoices. Some members use their personal emails for club correspondence which can sometimes cause confusion as the person's name will appear on invoice instead of the Club's name. Affiliates are requested to use the invoice number as the reference when paying invoices to ensure that the funds are allocated to the correct person/Club.

- *Hills Dog Club Inc/Contact Details*

Requested a check of the Club's contact details as the Secretary/Treasurer has never seen a paper invoice.

- *The Golden Retriever Club of NSW Inc*

Advised of issues encountered when paying three (3) invoices with the once payment. The separate amounts are not apportioned properly which is a real problem when running Double Shows. The Operations Manager agreed to advise staff accordingly and stated that it was preferred that only one (1) payment per invoice is made.

4. Payments

The question as to whether Affiliate Invoices included levies was raised. The Operations Manager advised that most clubs deposit their levies electronically, however, it should be remembered that the payment must include the name of the Affiliate.

5. **Weekly Woof & the DOGS NSW Website**

The Operations Manager advised the meeting that it was important to ensure that Affiliates read the Weekly Woof as this publication contains all important and informative information. This is the only real method of communicating with members.

The question arose as to whether there could be a similar publication that was specific to Affiliates as there is often a lot of information that is not necessarily specific to Affiliates. The Operations Manager agreed to consider such an initiative.

For the Operations Manager: to investigate various QR Codes or an APP to enable information to be disseminated to the public as a matter of urgency.

The DOGS NSW President agreed to report in the Weekly Woof, within the next fortnight, as to what we are doing and what progress is being made in this regard.

6. **Affiliate Matters**

Company Secretary

- *Club Management*

The Company Secretary gave a presentation to the meeting in respect of Club Management noting that all the information presented was available on the DOGS NSW website via <https://www.dogsnew.org.au/clubs/club-resources>

A copy of the presentation will be made available to Affiliates.

Under the heading “Guides” was useful information in respect of Club Management, Show Secretary, Trial Secretary, Treasurer.

For the Operations Manager: to arrange for a quick link/separate page for Club Guides on the DOGS NSW website.

- *Affiliate Constitutions*

The Company Secretary gave a presentation to the meeting in respect of the required process when amending an Affiliate’s Constitution and the relevant documentation that needs to be provided to the Board for approval of any amendment to or new Constitution.

Amendments to existing Constitutions can only be made by ‘special resolution’ at a Special, Annual or General Meeting with at least 21 days notice to all members and require a 75% majority vote to be resolved.

A complete newly drafted ‘Constitution’ document is that which is to be passed by 75% by those in attendance. It is the complete document that can be held to require this pass. The various clauses or wording in sections of that document can be passed by a simple majority of 50% to formally modify the wording to that which is then presented to all present as the “New” Constitution requiring the Special Resolution of 75% pass.

(Refer Clauses 176, 177 & 178 of the RNSWCC Constitution for Affiliates Template which can be accessed on the DOGS NSW website via the following link:-

[constitution-for-affiliates-december-2020.docx \(live.com\)](#)

A copy of the presentation will be made available to Affiliates.

- *Affiliate Annual Reports*

Whilst the official requirement for the submission of Affiliate Annual Reports is within two (2) months of the AGM, or no later than 31st October each year, often Clubs find themselves in a position where it is impossible to meet this deadline. On submission of a request for dispensation from this requirement, an extension is generally approved for 4-6 weeks.

A copy of the presentation will be made available to Affiliates.

7. Complaints

Company Secretary

The Company Secretary gave a presentation to the meeting in respect of the required process for submission a formal complaint and associated fees. The DOGS NSW Complaints Procedure can be accessed on the DOGS NSW website via the following link:-

[Complaint procedures \(dogsnsw.org.au\)](#)

A copy of the presentation will be made available to Affiliates.

QUESTIONS ON NOTICE

8.1 Dobermann Club of NSW Inc

“THAT affiliated Breed Clubs be permitted to open their Trials and Events, other than Championship Shows, to any Groups and/or Breeds at their discretion.” The rationale is mainly based on costs and a financial loss.

Response from the Obedience & Tracking Committee

The majority of All Breeds Clubs hold Obedience and Rally Trials at a loss, so even with an increase of entries it is unlikely the Dobermann Club would benefit financially. Specialty Clubs and most All Breeds Clubs do not make a profit from holding Trials, but they host them for the benefit of their members. For the Dobermann Club to be able to host an All Breeds Trial it will need a change to the regulations, such as this one:-

SECTION 3: COMPETITION BY DOGS IN ASSOCIATE REGISTER

3.1c a dog registered in the Associate Register is only eligible to compete in a Trial conducted by a Club which is not a Multi-Group, Group, Semi-Group or Specialist”

A Breed Specific Specialty Club is allowed to open to pure bred dogs of their Group. In this case it is Group 6. The Committee does not believe it is appropriate for the Dobermann Club, or any Club for that matter, to choose certain Breeds to their Committee's liking, other than what is allowed.

The Dobermann Club of NSW Inc advised the meeting that the response from the DOGS NSW Obedience & Tracking Committee did not properly address the issue raised by the Club.

The DOGS NSW President suggested the Club submit its original application, along with a full and complete written summary, for consideration by the next Board meeting.

Show Committee Representative, R Duffy, advised the meeting that there was no Regulation that governed such a request.

Senior Vice President C Rafton, advised the meeting that just because Dogs Australia has rules for the conduct of Obedience and Tracking events does not mean each State cannot adopt a Regulation specific to its own requirements.

For the Dobermann Club of NSW Inc: to submit an appeal to the Board to review, on behalf of all clubs., for clarification of the Regulations and communication with the DOGS NSW Obedience & tracking Committee as to what the Board believes is the best way forward.

R Duffy left the meeting @ 6.49pm

8.2 The Golden Retriever Club of NSW Inc

8.2.1 *Redesign of Judges Contracts*

The current Judge's Contracts have green text, which, when printed are faint and difficult to read. As this goes through the communication chain to be printed, signed & scanned numerous times the contract ends up being almost unreadable when it's returned to our Club and then we in turn have to send an almost unreadable document to DOGS NSW. If DOGS NSW upgraded and use either DocuSign or Adobe Sign Systems this problem would be alleviated.

The Operations Manager advised the meeting that the forms are owned by Dogs Australia who, in conjunction with DOGS NSW, have been working amending these forms to include Docusign for last six (6) months. The Dogs Australia Administrators Conference is being held on Friday this week and the Operations Manager will raise this issue at that meeting.

8.2.2 *DOGS NSW Forms Requiring Signatures*

Currently most Dogs NSW forms require them to be printed off, signed, scanned & returned to DOGS NSW office. If DOGS NSW upgraded and use either DocuSign or Adobe Sign Systems this would make things easier for members.

The Operations Manager advised the meeting that DOGS NSW forms are currently being worked on to include Docusign, however, it should be noted that Club Secretaries will need to use ADOBE Reader. This information was published in a recent Weekly Woof publication.

8.2.3 *Show Results Allocated to Dogs within the DOGS NSW System*

Currently there are 3 on line platforms, none at this time interface by dog at Dogs NSW. Ideally members should be able to go into the Dogs NSW system, look up their own dogs and see all show results for these dogs. This could then have the knock-on benefit of speeding up the process of claiming for titles as all the information would be within the Dogs NSW system. This could also have a trigger where DOGS NSW sent an email to a member telling them their dog was entitled to a receive a title by making payment.

The Operations Manager advised the meeting that Dogs Australia is currently considering the inclusion of show results to allow Clubs/members access to dogs awards for the purposes of titles, etc. Easydog Entries and Show Manager have been allowed access to the Dogs Australia National Business System and Dogs Australia is liaising with those show entry providers in this regard. Once established, this function will allow members to proceed to the portal, log into the members portal and see titles received for their dogs all in the one place. This process may take six (6) to nine (9) months.

8.2.4 *Increasing & Retaining New Exhibitors*

Our members suggested a new class be implemented for All Breeds or Specialty shows that were restricted to new exhibitors. Something like the new class that has been introduced in England. The idea being that a new exhibitor could enter these classes for a period of time (not as per the current Novice dog class, which only allows the dog to be entered into the class until it wins one first place). Our members believe helping new exhibitors win a number of ribbons has a greater chance of retaining them.

- *New Member Class*

The DOGS NSW President advised the meeting that she had presented a Motion to Dogs Australia some years ago to look at a new member class, eg, less than five (5) years, to provide some incentive, however, that Motion failed as the majority of State Delegates were not in favour as they did not see any credit in it. Notwithstanding that, the DOGS NSW President agreed to present the Motion again considering there are new Directors on the Dogs Australia Board who may be more receptive to such a Motion. Although it was too late to put forward a Motion for the Dogs Australia October 2023 Conference being held this weekend, she may get an opportunity to broach the subject at that Conference to get a feel from meeting with new Directors.

In the meantime, Clubs can still run specialty sweepstakes for new exhibitors until we can convince Dogs Australia.

- *Suggested Options*

The meeting discussed various suggested options for increasing membership and issues that hinder new membership including:-

- too many classes which cost too much to purchase ribbons
- introduce a buddy system, eg, experienced dog people who no longer exhibit who can be called upon to form a relationship with the new exhibitor and show them the ropes.
- need a cultural change – can prove difficult
- consideration of the UK Youth Groups which are much broader than our current Junior Handler system
- more sports and fun days
- need to bring in a high profile person, similar to Kerry Packer, to do for dogs as he did for cricket
- when restricting entries, you restrict competition

The meeting was advised that there is currently a Fast & Furious Working Party that has been convened by the Board to consider options for retaining current members and attracting new exhibitors to grow DOGS NSW membership overall. In addition, DOGS NSW has just employed a Marketing & Communications Officer, to look at all aspects of promoting DOGS NSW to the public, eg, rebranding, promotions in shopping centres and other PR events, design an APP, move to the digital level, go to market place and ask the public what they want.

RECOMMENDATION 1

THAT DOGS NSW Board forms a Working Party to consider options for retaining new exhibitors and growing membership.

9. GENERAL BUSINESS

9.1 Poodle Club of NSW

The Representatives participating via Zoom stated that whilst it was appreciated that they were allowed to participate in the meeting today via Zoom they did not have access to view the presentation and during the meeting they has indicated they wished to raise a question, however, they were not recognised.

For the Operations Manager: to ensure that future Presidents & Secretaries Meetings that allow for Zoom there is a dedicated person in attendance to monitor those Representatives' to ensure any questions they may have during the meeting are addressed.

RECOMMENDATION 2

THAT DOGS NSW investigate various QR codes and/or APPS to distribute information to members as a matter of urgency.

9.2 **Irish Wolfhound Attack**

The Representatives of the Irish Wolfhound expressed their disappointment at DOGS NSW when they reached out for assistance following the Irish Wolfhound attack back last year. The meeting was advised that the matter was referred to the Media & Government Legislation Committee, however, no response was received from that Committee. DOGS NSW sincerely apologies for this oversight.

The Representatives were advised that in future if they find themselves in a similar situation where they have not received a reply to their correspondence, they should get in contact immediately with either their Regional Board member or directly to the Office.

The President thanks the Representatives present for their input and participation and for caring enough to attend today's meeting.

MEETING CLOSED: 7.18pm