

MINUTES of a meeting of the BOARD OF DIRECTORS to be held on **Wednesday 13 December 2023** commencing at 2.00pm.

PARTICIPATION:

S Oliver (Acting Chair)	G Spagnolo
A McIrrath	K Charnock
R Privett	G Vernon
S McFadden	S Mills (by Zoom)
L Brown	A Moy (by Zoom)
C Rafton	S Hannigan
K Hedberg BVSc	J Bryson
	L Brand (by Zoom)

IN ATTENDANCE: A Khamis (Operations Manager), V Gagan-Wilson (Company Secretary), L Hadley (Committee Secretary/Examinations Administrator)

APOLOGIES: L Brand

MOVED G Vernon
THAT the apologies be **received**.

SECONDED S McFadden

CARRIED

A. Recording of Board Meeting

MOVED K Hedberg BVSc
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 R Privett

CARRIED

IN CAMERA

1. CONFIRMATION OF PREVIOUS MINUTES

1.1 Face to Face – 8 November 2023

MOVED R Privett
THAT the Minutes of the face to face Board meeting held on 8 November 2023 be **confirmed**.

SECONDED S McFadden

CARRIED

1.2 Electronic Meeting – 24 November 2023

MOVED K Hedberg BVSc
THAT the Minutes of the Electronic Board meeting held on 24 November 2023 be **confirmed**.

SECONDED A McIrrath

CARRIED

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2. PRIORITY MATTERS

2.1 Strategic Planning

The Board noted that this Item was a work in progress.

2.2 Orchard Hills Lease

The Board noted that this Item was a work in progress.

MOVED L Brown

SECONDED K Hedberg BVSc

THAT the Board confirms that it is important for the DOGS NSW **Honorary Solicitor to attend all meetings** with Politicians and Government Departments.

CARRIED

3. GENERAL BUSINESS TO BE DEALT WITH IN CAMERA

3.1 Executive Committee Decisions

3.2 Operations Manager's Report

The Operations Manager advised the meeting that his monthly report will now go through Finance Committee to avoid duplicity.

MOVED C Rafton

SECONDED K Hedberg BVSc

THAT the Operations Manager's Report be **received**.

CARRIED

3.3 Finance Committee – 23/11/2023

3.3.1 Recommendation 1 – Item 8.1.2: DOGS NSW Committee Facebook Pages

MOVED C Rafton

SECONDED K Hedberg BVSc

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

THAT it be mandated that any Facebook page pertaining to DOGS NSW Committees should be under banner of DOGS NSW with links to the individual DOGS NSW Committees to facilitate public image cohesion and media sense.

CARRIED

C Rafton, K Charnock, L Brown abstained

3.3.2 Recommendation 2 – Item 8.2: Financial Statements as @ 31 October 2023

MOVED C Rafton

SECONDED L Brown

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

THAT the Financial Statements as @ 30 September 2023 be approved by the Board of Directors.

CARRIED

C Rafton, K Charnock, L Brown abstained

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3.3.3 **Recommendation 3 – Item 8.4: Obedience Judges Training Courses – Increase in Fees**

MOVED C Rafton

SECONDED K Hedberg BVSc

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

THAT the Theory Examination fee for future Obedience Judges Training Courses be raised to \$90.00.

CARRIED

C Rafton, K Charnock, L Brown abstained

MOVED A McIraith

SECONDED G Spagnolo

THAT the Minutes of the Finance Committee meeting held on 23 November 2023 be **received**.

CARRIED

C Rafton, K Charnock, L Brown abstained

3.4 **Compliance Investigative Panel**

The Board noted that this Committee did not meet.

3.5 **Judges Committee – 6/12/2023**

3.5.4 **Recommendation 4 – Item 5.5: Open Book Examinations – All New Breeds**

MOVED G Vernon

SECONDED R Privett

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

THAT Open Book Examinations be completed by all DOGS NSW Judges when new breeds are added to Groups they are eligible to Judge. This will fall under the CJEP Examinations Committee to organise those examinations.

CARRIED

MOVED L Brown

SECONDED

THAT, upon the recognition of a new breed in Australia, **Dogs Australia to set an Open Book Examination pertaining to that new breed** with a 75% pass mark and disseminate to all Dogs Australia approved Judges who are currently licensed to judge the Group in which the new breed shall be listed.

CARRIED

RATIONALE

It is important to ensure that any Judge of this new breed is familiar with the breed standard and understand the ideal characteristics, temperament, and appearance of that breed.

MOVED L Brown

SECONDED R Privett

THAT the Minutes of the Judges Committee meeting held on 6 December 2023 be **received**.

CARRIED

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3.6 Animal Welfare & Community Liaison Officer Report – November 2023

MOVED C Rafton

SECONDED K Hedberg BVSc

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

3.6.3 Serious Animal Welfare Committee – 20/11/2023

MOVED L Brown

SECONDED K Hedberg BVSc

THAT the Minutes of the Serious Animal Welfare Committee meeting of 20 November 2023 be **received**.

CARRIED

K Charnock abstained

3.7 Company Secretary's Report

3.7.5 Recommendation 5 – Item 1.5: Revised DOGS NSW Bullying Prevention Management Guidelines

MOVED R Privett

SECONDED A McIlrath

THAT Recommendation 5A & 5B, which read as follows, be **approved**:-

3.7.5.1 Recommendation 5A

THAT the revised DOGS NSW Bullying Prevention Management Guidelines be approved by the Board of Directors.

3.7.5.2 Recommendation 5B

THAT DOGS NSW Regulations Part XIII-Code of Ethics, Clause 31, which reads as follows:-

31. *A Member must abide by and comply with the DOGS NSW Bullying Prevention and Management Guidelines Statement (<https://dogsw.org.au/media/3033/dsw-bullying-prevention-management-guidelines-statement.pdf>) adopted by Amendment on the eleventh day of September 2019. (09/19)*

A breach by a Member of the Bullying Policy shall be deemed to be misconduct for the purposes of Regulations Part XI-Inquiries, Investigations & Appeals ("Inquiries Investigations & Appeals") and the Board of Directors may refer conduct in breach of the Bullying Policy to Inquiry or Mediation, pursuant to Sections 3 and/or 3A of Inquiries Investigations & Appeals. (09/19)

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Be amended to read:-

31. A Member must abide by and comply with the DOGS NSW Bullying Prevention and Management Guidelines Statement (<https://dogsnsw.org.au/media/3033/dnsw-bullying-prevention-management-guidelines-statement.pdf>) adopted by Amendment on the ~~eleventh~~ **thirteenth** day of ~~September 2019~~ **December 2023**. ~~(09/19)~~ **(12/23)**

A breach by a Member of the Bullying Policy shall be deemed to be misconduct for the purposes of Regulations Part XI-Inquiries, Investigations & Appeals (“Inquiries Investigations & Appeals”) and the Board of Directors may refer conduct in breach of the Bullying Policy to Inquiry or Mediation, pursuant to Sections 3 and/or 3A of Inquiries Investigations & Appeals. **(09/19)**

CARRIED

3.7.6 **Recommendation 6 – Item 1.6: Motion to Dogs Australia February 2024 Board Meeting – Amendment to Dogs Australia Regulations Part 6-The Register & Registration, Clause 6.1.3.1 – Adding a Suffix**

MOVED G Spagnolo

SECONDED A Moy

THAT Recommendation 6, which reads as follows, be **approved**:-

THAT DOGS NSW submits a Motion to the Dogs Australia February 2024 Board Meeting as follows:-

THAT Dogs Australia Regulations Part 6-The Register & Registration, Clause 6.1.3.1, which currently reads:

- 6.1.3.1 *The prefix of the new owner is permitted to be added at the time of registration or transfer but must be added as a suffix and will be in addition to the thirty (30) letters or spaces as specified in 6.1.2 provided the dog has not been awarded a Dogs Australia recognised title, been bred from or used at stud.*

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What the Board has approved is dispensation for an Affiliate to conduct a Trial that it believes can draw significantly more numbers to that event, ie, more profits for the Affiliate, more events for the dogs, cash for DOGS NSW levies, into exhibition by allowing them to go outside of just their breed group, by that virtue it is sustainable that decision was in the best interests of the show, the best interests of DOGS NSW finances and of the breed club. If the event proves successful, and it is expected it will, consideration should be given to amending the RNSWCC Articles of Association and DOGS NSW Regulations to prove that is the way we should be moving forward.

MOVED C Rafton

SECONDED A McIlrath

THAT the decision of Board at Item 9.1 of its November 2023 meeting **remain**.

CARRIED

4.6 **Members Education Prefix Program – Waiting Period Requirement**
(Refer Item 3.3.3-BOD Minutes 8/11/2023)

MOVED C Rafton

SECONDED K Charnock

THAT the requirement for a six (6) month **waiting period** to be able to apply to undertake the Members Education Prefix Program (MEPP) **be reduced to NIL**.

CARRIED

Honorary Solicitor joined the meeting @ 4.25pm

OPEN MEETING

6. **MOTIONS ON NOTICE**

6.1 **DOGS NSW Regulations Part II-Show, Clause 10.19(a) – AMENDMENT**

MOVED C Rafton

SECONDED L Brown

THAT, DOGS NSW Regulations Part II-Show, Clause 10.19(a), which read as follows:-

10.19(a) Where a dog is disqualified from a conformation event, the next placed dog to any award received by the disqualified dog shall be promoted to the next placed award in accordance with the following table:-

(ii) At an FCI CACIB event (10/23):-

3rd in Class promoted to 2nd in Class

2nd in Class promoted to 1st in Class

Reserve Challenge promoted to Challenge

Runner Up to Best of Breed promoted to Best of Breed

Group 4th to Group 3rd (10/2023)

Group 3rd to Group 2nd (10/2023)

Group 2nd to Group 1st (10/2023)

Best in Show 2nd to Best in Show 1st (10/2023)

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Be amended to read:

10.19(a) Where a dog is disqualified from a conformation event, the next placed dog to any award received by the disqualified dog shall be promoted to the next placed award in accordance with the following table:-

- (ii) At an FCI CACIB event (10/23):-
 - 3rd in Class promoted to 2nd in Class
 - 2nd in Class promoted to 1st in Class
 - Reserve **Challenge CACIB** promoted to **Challenge CACIB**
 - Runner Up to Best of Breed promoted to Best of Breed
 - Group 4th to Group 3rd (10/2023)
 - Group 3rd to Group 2nd (10/2023)
 - Group 2nd to Group 1st (10/2023)
 - Best in Show 2nd to Best in Show 1st (10/2023)

CARRIED

6.2 DOGS NSW Regulations Part XIII-Code of Ethics – AMENDMENT - Fitness to Breed Certificate

6.2.1 MOTION 1

MOVED L Brown

SECONDED C Rafton

THAT DOGS NSW Regulations Part XIII-Code of Ethics, Clause 12, which reads as follows:-

- 12. *All bitches eight (8) years of age and over at the time of a mating must have a current veterinary certificate stating that the bitch is in good health at the time of breeding. This certificate must be presented at the time of registration of the litter resulting from this mating. A current veterinary certificate is defined as being within three (3) months prior to the mating.*

Be amended to read:-

- 12. All bitches eight (8) years of age and over at the time of a mating must have a current veterinary certificate stating that the bitch is in good health at the time of breeding. This certificate must be presented at the time of registration of the litter resulting from this mating. A current veterinary certificate is defined as being within three (3) months prior to the mating.

Note: The relevant form can be accessed via the following link on the DOGS NSW Website ([form-26-certificate-of-fitness-2018.pdf](https://www.dogsnsw.org.au/form-26-certificate-of-fitness-2018.pdf) ([dogsnsw.org.au](https://www.dogsnsw.org.au))). Alternatively, a Veterinary Certificate which identifies the bitch by microchip is acceptable. (12/23)

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6.2.2 **MOTION 2**

MOVED A Moy

SECONDED K Charnock

THAT DOGS NSW Regulations Part XIII-Code of Ethics, Clauses 9 & 10, which read as follows:-

9. *A Member shall not breed a bitch that results in it whelping more than twice in two years without the prior written approval of a Veterinary Surgeon. (06/22)*
10. *A Member shall not breed a bitch that results in it whelping more than six times without prior veterinary certification of fitness for further breeding and without prior approval of the Board of Directors except under extenuating circumstances where application for registration of the litter may be considered by the Board of Directors.*

Be amended to read:

9. A Member shall not breed a bitch that results in it whelping more than twice in two years without the prior written approval of a Veterinary Surgeon.

Note: The relevant form can be accessed via the following link on the DOGS NSW Website ([form-26-certificate-of-fitness-2018.pdf](https://www.dogsnew.org.au/form-26-certificate-of-fitness-2018.pdf) ([dogsnew.org.au](https://www.dogsnew.org.au))). Alternatively, a Veterinary Certificate which identifies the bitch by microchip is acceptable. (12/23)

10. A Member shall not breed a bitch that results in it whelping more than six times without prior veterinary certification of fitness for further breeding and without prior approval of the Board of Directors except under extenuating circumstances where application for registration of the litter may be considered by the Board of Directors.

Note: The relevant form can be accessed via the following link on the DOGS NSW Website ([form-26-certificate-of-fitness-2018.pdf](https://www.dogsnew.org.au/form-26-certificate-of-fitness-2018.pdf) ([dogsnew.org.au](https://www.dogsnew.org.au))). Alternatively, a Veterinary Certificate which identifies the bitch by microchip is acceptable. (12/23)

CARRIED

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6.3 Conduct of Group Shows

MOVED G Vernon

SECONDED A McIlrath

THAT the Motion from Director S Mills, which reads as follows, be **forwarded to the Show Committee** to consider the various options that may be available:-

THAT Clubs be given the option to run a "Group" format on their allocated weekend of shows, as deemed and approved by the DOGS NSW Show Committee.

RATIONALE:

One of the outcomes of the Southern Region Presidents & Secretaries meeting held in August 2023, which was discussed at length by the Regional Clubs was the running of shows to benefit the declining entries and add value to the exhibitors. The idea put forward from the meeting was that shows conducted in the Southern Region be permitted to conduct Group shows on their allocated weekends. In a format of "AM all breeds show" and "PM Group shows" giving a fast turnaround for exhibitors to get home in a safe timeframe. This gives the Clubs more flexibility in dealing with enduring General Specials which, at the end of the day, is time consuming. The Regional members believe this a win/win situation for Regional members and DOGS NSW for the following reasons:-

- DOGS NSW will not lose any levies per Group show, as the DOGS NSW levies are per dog.
- Clubs will reduce overheads, ie, no General Specials sashes required.
- Exhibitors will be enticed to win a Group specially "Best In Show."
- Exhibitors leave at a reasonable hour to travel home (OH&S).

CARRIED

7. **MONTHLY REPORTS**

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

7.1 CJEP Examinations Committee – 22/11/2023

7.1.1 Recommendation 1 – Item 4.1: 2022/2023 CJEP POST Practical Examination Re-Assessment

MOVED L Brown

SECONDED G Vernon

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

THAT the 2022/2023 CJEP POST Practical Examinations to be held on a date identified by the Committee.

CARRIED

S Hannigan abstained

MOVED L Brown

SECONDED K Hedberg BVSc

THAT the Minutes of the CJEP Examinations Committee meeting held on 22 November 2023 be **received**.

CARRIED

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7.5 **Obedience & Tracking Committee – 4/12/2023**

7.5.1 **Recommendation 1 – Item 4.8: January Trick Dog Trial**

MOVED K Charnock

SECONDED R Privett

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

THAT the Trick Trial scheduled for 20 January 2024 be cancelled due to there being no approval and that the entries have not been opened yet by an online service provider and, further, that the Obedience & Tracking Committee conduct a Seminar on the new rules of Tricks and Dances With Dogs on that date.

CARRIED

7.5.2 **Recommendation 2 – Item 7 – Approval of Trial/Competition Dates**

MOVED C Rafton

SECONDED R Privett

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

THAT the Committee's decisions in relation to Trial/Competition dates be approved.

CARRIED

7.5.3 **Recommendation 3 – Item 8.7: Stewards Course**

MOVED K Charnock

SECONDED R Privett

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

THAT the old badges displaying Royal NSW Canine Council and Steward on them, possibly still held in stock in the Office, be used for successful candidates of the Obedience & Tracking Committee's new Stewards Course.

CARRIED

7.5.4 **Recommendation 4 – Item 8.8: Committee Name Change**

MOVED C Rafton

SECONDED K Charnock

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

THAT the Obedience & Tracking Committee now be named the Obedience, Tracking & Performance Disciplines Committee.

CARRIED

MOVED K Charnock

SECONDED R Privett

THAT the Minutes of the Obedience, Tracking & Performance Disciplines Committee meeting held on 4 December 2023 be **received**.

CARRIED

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7.6 **Retrieving & Field Trials Committee – 26/10/2023**

7.6.1 **Recommendation 1 – Item 6: Approval of Trial Dates**

MOVED K Charnock
SECONDED S McFadden
THAT Recommendation 1, which reads as follows, be **approved**:-
THAT the Committee's decisions in relation to Trial dates be approved.

CARRIED

7.6.2 **Recommendation 2 – Item 8.2: NSW Retrieving Trial Championship**

MOVED K Charnock
SECONDED A McIlrath
THAT Recommendation 2, which reads as follows, be **approved**:-
THAT the 2024 DOGS NSW State Retrieving Trial Championship be held on 31 August & 1 September 2024.

CARRIED

MOVED K Charnock
SECONDED A McIlrath
THAT the Minutes of the Retrieving & Field Trials Committee meeting held on 26 October 2023 be **received**.

CARRIED

7.6.3 **Appointment of Chair**

MOVED C Rafton
SECONDED K Charnock
THAT Mr **Brad Leggett** be **appointed as Chair** of the Retrieving & Field Trials Committee.

CARRIED

MOVED C Rafton
SECONDED K Charnock
THAT the resignation of Ms Kirsty Blair as Chair of the Retrieving & Field Trials Committee be **accepted with regret** and the Board thanks her for her past services.

CARRIED

7.7 **RNSWCC Health & Welfare Charity – 6/12/2023**

The Board noted that the Minutes of the RNSWCC Health & Welfare Charity meeting held on 6 December 2023 have not yet been received in the Office.

7.7.1 **Appoint DOGS NSW President as Director**

MOVED S McFadden
SECONDED A McIlrath
THAT, in accordance with Section 24(c) of the Constitution of the RNSWCC Health & Welfare Charity Limited, the **DOGS NSW President**, Mrs Lyn Brand, be **appointed a Director of the RNSWCC Health & Welfare Charity Limited Board of Directors**.

CARRIED

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7.8 **Show Committee – 6/12/2023**

7.8.1 **Item 7 – Approval of Show Dates**

MOVED L Brown
SECONDED C Rafton
THAT the Committee’s decisions in relation to Show Dates be **noted**.

CARRIED

MOVED L Brown
SECONDED C Rafton
THAT the Minutes of the Show Committee meeting held on 6 December 2023 be **received**.

CARRIED

7.8.1 **New Committee Member – M Parker**

MOVED L Brown
SECONDED K Charnock
THAT Mrs **Marilyn Parker** be **appointed** as a member of the Show Committee.

CARRIED

8. **DOGS AUSTRALIA MATTERS**

8.1 **Appointment of National Dances With Dogs/Trick Dog Committee Delegate**

MOVED L Brown
SECONDED K Charnock
THAT Ms **Shannelle Corben** be **appointed** as the DOGS NSW Delegate to the National Dances With Dogs/Trick Dog Committee.

CARRIED

9. **CORRESPONDENCE** - NIL

10. **GENERAL BUSINESS**

10.1 **Judges Contracts - Double Signing**

Director L Brown raised the issue of a possible system to monitor Judges signing contracts. It was agreed that this was a responsibility of the Judge to keep their own records and that any breach of the Regulations should attract a fine.

MOVED G Vernon
SECONDED L Brown
THAT a **penalty regime** for all disciplines be imposed as follows:-

1 ST Offence	WARNING
2 ND Offence	\$200.00 fine
3 RD Offence	\$500.00 fine

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for all disciplines for Judges signing contracts that they are not eligible to judge at shows and events in accordance with DOGS NSW Regulations regarding time and distance, **effective 1st January 2024**, and further, the Judge be responsible for the costs incurred by the relevant Clubs.

CARRIED

For the Office: to publish a prominent notification in the Weekly Woof advising of the above resolution.

10.2 End to End System for Show Schedules

Director S Mills suggested that an end to end system for draft schedules.

MOVED S Mills

SECONDED L Brown

THAT the Board **endorses the convening of a Working Party** to provide a scope for the development of an end to end system for the processing of draft schedules and, once developed, be put out to tender.

CARRIED

Director S Mills be requested to come back to the Board with the suggested Working Party membership.

10.3 Obedience Judges – Trialling & Judging at the Same Event

Director G Vernon raised the issue of a situation which arose where Obedience Judges travelled together, were accommodated together, trialled under each other and were awarded by each other.

MOVED G Vernon

SECONDED R Privett

THAT the matter of **Obedience Judges trialling and judging together at the same event** be referred to the Obedience & Tracking Committee to review the situation and make recommendations to the Board.

CARRIED

10.4 DOGS NSW Christmas Show

Director J Bryson raised the issue of the DOGS NSW Christmas Show being held on the Sunday stating that it should be brought back to the Saturday. It is supposed to be about the children and families, having it on the Sunday is an impost particularly for people who have to work on Mondays. Entries have dropped by approximately 40% since the move to the Sunday.

MOVED G Vernon

SECONDED L Brown

THAT the scheduling of the DOGS NSW Christmas Shows to be held on the Saturday be **referred to the Show Committee** for immediate review of the current date.

CARRIED

10.5 Regulations for Exhibitors to Stay for Best In Show

Director L Brown **foreshadowed a Motion** for the February 2024 meeting to delete the Regulation that requires exhibitors who win the Group have to stay for Best In Show to make shows more efficient and allow for an option to obtain Challenge Points but can leave without penalty.

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10.6 Thank You to Staff

MOVED S McFadden

SECONDED A McIlrath

THAT the **Board's thanks be conveyed** to the Company Secretary, the Operations Manager, the Committee Secretary/Examinations Administrator and the Office staff for their dedication and hard work during the year.

CARRIED

10.8 Alternative Income Streams

Director G Vernon requested that an Item headed "Alternative Income Streams" to be added as a permanent Item on the Board Agenda and Directors be required to put forward suggestions on a monthly basis for consideration.

MEETING CLOSED: 5.58pm

NEXT MEETING: Wednesday 7 February 2024 commencing @ 2.00pm

****Please be advised that there is NO MEETING IN JANUARY and the February meeting has been brought forward to the "1st Wednesday" of the month, ie, 7 February 2023.**

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