



MINUTES of a meeting of the BOARD OF DIRECTORS held in the Amenities Building of The Bill Spilstead Complex for Canine Affairs, 44 Luddenham Road Orchard Hills on WEDNESDAY 8 May 2019 at **2.03PM**.

PRESENT: L Brown V Etherington OAM
C Rafton N Keck
K Hedberg BVSc A Lee
R Britten P Cutler
M Arthur R Harbin

IN ATTENDANCE: V Gagan-Wilson (CEO), R Kal (PA)
A Khamis (Business Improvement Manager) (for part of meeting)

APOLOGIES: J Sheppard, L Brand, J Seary, G Spagnolo, E Pickering

MOVED P Cutler SECONDED V Etherington OAM
THAT the apologies be **ACCEPTED**

CARRIED

...IN CAMERA...

1. CONFIRMATION OF PREVIOUS MINUTES

1.2 Electronic Minutes – 24/04/2019

MOVED K Hedberg BVSc SECONDED P Cutler
THAT the Minutes of the Electronic Meeting of the Board of Directors, held on Wednesday 24 April 2019, be **CONFIRMED**.

CARRIED

2. BUSINESS ARISING FROM MINUTES

2.4 Sale Contracts/Agreements – Mr Malcolm McDonald Advice
(Refer Item 4.7.5 BOD Mins 13/03/2019)

MOVED K Hedberg BVSc SECONDED P Cutler
THAT the advice from the DOGS NSW Honorary Solicitor, Mr Malcolm McDonald, in regard to Sale Contracts & Agreements, be **REFERRED** to the Media & Government Legislation Committee.

CARRIED

2.5 DOGS NSW Privacy Policy
(Refer Item 6.1.6.1 BOD Mins 06/02/2019)

MOVED P Cutler SECONDED V Etherington OAM
THAT Recommendation 1, which reads as follows, be **APPROVED**:-
THAT, for abundant caution, the DOGS NSW Privacy Policy be amended as follows:-

Under the heading “To Whom do we Disclose Personal Information” the following words be inserted:-

“To a member or former member who is subject of a complaint which is dealt with by way of an Inquiry Hearing under the Regulations.”

CARRIED

2.6 **Think Tank Working Party – Dr Robert Zammit BVSc**
(Refer Item 4.11 BOD Mins 06/02/2019)

MOVED K Hedberg BVSc

SECONDED P Cutler

THAT the report from Dr Robert Zammit BVSc in regards to the Think Tank Working Party be **RECEIVED**.

CARRIED

MOVED M Arthur

SECONDED R Britten

THAT the Think Tank Working Party be reminded that a quorum for a meeting is a minimum of fifty percent (50%) of members in attendance.

CARRIED

2.6.1 **Working Party Members**

MOVED K Hedberg BVSc

SECONDED P Cutler

THAT the following persons be **APPROVED** as members of the Think Tank Working Party:-

- Anthony Khamis Representing DOGS NSW employees
- Lyn Brand Representing judges and the DOGS NSW Board
- Tom Mangan Government knowledge
- Raquel Fitzgerald New Exhibitor
- Toni Comerford PR knowledge
- Karen Hedberg Veterinary, Board and Specialist dog knowledge
- Fiona Ellis Corporate/Large business knowledge
- Lee Hammer Agility
- Luci Ellem Obedience and Dog Sports
- Rebecca Rafton PR Committee, running of shows knowledge
- Wendy Downing Country members representative
- Brian Corbitt Technology knowledge
- Caroline Yanz Obedience and Community knowledge
- Peter Cutler Chair PR Committee
- Dianne Wright Financial Expert
- Dean Freshwater Young Exhibitor
- Ross Salvaggio Legal
- Brigette Bryson Young Exhibitor
- Ainsley Zammit Interested in the Dog World but not willing to participate
- John Bryson
- John McLean (Old English Sheepdogs)
- Cherie Bryson

CARRIED

2.7 **DOGS NSW Surveys**

MOVED R Britten

SECONDED K Hedberg BVSc

THAT all future surveys are to be perused and approved by the Board of Directors, prior to distribution.

CARRIED

3. JUDICIAL MATTERS

3.1 Judicial Co-ordinator's Report

MOVED N Keck

SECONDED K Hedberg BVSc

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

CARRIED

P Cutler abstained

3.2 Disputes Assessment Panel Report

MOVED V Etherington OAM

SECONDED N Keck

THAT the Minutes of the Disputes Assessment Panel be **RECEIVED**.

CARRIED

4. GENERAL BUSINESS TO BE DEALT WITH IN CAMERA

4.2 Customer Service Feedback Survey

MOVED V Etherington OAM

SECONDED N Keck

THAT the Customer Service Feedback Survey be **APPROVED**.

CARRIED

4.3 Compliance Investigative Panel – 24/04/2019

4.3.2 Recommendation 2 – Item 7.1: ANKC Ltd Database – Colour Listing

MOVED P Cutler

SECONDED R Britten

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

THAT all dogs that have been inspected since 1 January 2019, have their colour description updated on the ANKC Ltd Database to reflect the Compliance Investigation Panel description.

CARRIED

MOVED N Keck

SECONDED P Cutler

THAT the Minutes of the Compliance Investigative Panel meeting held in Wednesday 24 April 2019, be **RECEIVED**.

CARRIED

4.4 Judges Committee

The Board noted that the Judges Committee did not meet.

4.5 **Aggressive Dogs**

4.5.1 **Recommendation 3 – Item 6.1.1: Aggressive Dog Incident – Bega Valley Kennel & Obedience Club Inc – 09/02/2019**

MOVED K Hedberg BVSc

SECONDED R Britten

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

THAT the German Wirehaired Pointer dog, KOBNKO THE MARKS MANS TARGET 4100290332, be suspended for a period of three (3) months from the date of the incident and for such further period as is required to arrange a Temperament Test of the dog. The dog is required to achieve a clear result in such Temperament Test before being reinstated for exhibition in recognised events. If a clear result is not achieved at a Temperament Test, the dog is automatically suspended until such time as it achieves a clear result prior to being reinstated for exhibition in the ring.

CARRIED

4.6 **Animal Welfare & Community Liaison Officer – April 2019 Report**

MOVED P Cutler

SECONDED R Britten

THAT the Animal Welfare & Community Liaison Officer's Report for April 2019 be **RECEIVED.**

CARRIED

The Business Improvement Manager joined the meeting @ 3.06pm to speak to his report.

4.7 **Business Improvement Manager April 2019 Report**

The Business Improvement Manager tabled and spoke to his report.

R Harbin left the meeting @ 3.10pm

P Cutler left the meeting @ 3.10pm

V Etherington OAM left the meeting @ 3.10pm

P Cutler returned to the meeting @ 3.12pm

V Etherington OAM returned to the meeting @ 3.15pm

Meeting recessed @ 3.22pm

R Harbin returned to the meeting @ 3.53pm

Meeting resumed @ 3.53pm

4.7.1 **Aggressive Dog Form**

The Directors discussed the possibility of the Aggressive Dog Form to be updated and converted to fillable PDF.

4.7.2 **SHOW DOGS NSW – Online Show Entry System**

The Business Improvement Manager gave a verbal report to the Board on the recent issues with the SHOW DOGS NSW Online Entry System and confirmed that the system is working well and the Office is working with the Developer to fix any issues.

4.7.4 **DOGS NSW Staff**

MOVED R Harbin
THAT the Board of Directors extends their appreciation and thanks to all DOGS NSW Staff Members for the changes in productivity and their hard work.

SECONDED K Hedberg BVSc

CARRIED

MOVED R Britten

THAT the Business Improvement Manager's Report for April 2019 be **RECEIVED**.

SECONDED K Hedberg BVSc

CARRIED

The Business Improvement Manager left the meeting @ 3.46pm

4.9 **NSW Lure Coursing Association - Trial/Test 12 May 19 - Change of Venue**

MOVED P Cutler
THAT the request from the NSW Lure Coursing Association to change the Venue of its Lure Coursing Trial, scheduled for the **19th Sunday**, ie, **12 May 2019**, from the Bungendore Showgrounds to Tarago Recreation Ground, be **APPROVED**.

SECONDED K Hedberg BVSc

CARRIED

...OPEN MEETING...

5. **MOTIONS ON NOTICE FROM DIRECTORS** – NIL

6. **MONTHLY REPORTS**

6.1 **CEO's Report**

MOVED P Cutler
THAT the CEO's Report be **RECEIVED**.

SECONDED K Hedberg BVSc

CARRIED

6.2 **Finance Committee – 01/05/2019**

6.2.1 **Recommendation 1 – Item 6.3: Spring Fair Treasurer**

MOVED P Cutler
THAT Recommendation 1, which reads as follows, be **NOTED:-**
THAT the Accounts Manager be appointed as a member of the Spring Fair Dog Show Committee for the purposes of acting as Treasurer of the Committee.

SECONDED K Hedberg BVSc

CARRIED

6.2.2 **Recommendation 2 – Item 8: Financial Report - 1 July 2018 to 31 March 2019**

MOVED P Cutler
THAT Recommendation 2, which reads as follows, be **APPROVED:-**
THAT the Financial Report 1 July 2018 to 31 March 2019, be approved by the Board of Directors.

SECONDED N Keck

CARRIED

6.2.4 **Note for Board 1 – DOGS NSW Surveys**

OVERRUN

Refer Item 2.7 above

6.10 **Dances With Dogs Committee**

The Board noted that the Dances With Dogs Committee did not meet.

6.11 **Grounds Committee**

The Board noted that the Grounds Committee did not meet.

6.12 **Library & Archives Committee**

The Board noted that the Library & Archives Committee did not meet.

6.13 **Media & Government Legislation Committee**

The Board noted that the Media & Government Legislation Committee did not meet.

6.14 **Members Education Committee**

The Board noted that the Members Education Committee did not meet.

6.15 **Obedience & Tracking Committee –11/04/2019**

6.15.1 **Recommendation 1: Item 7 – Application for Trial Dates**

MOVED V Etherington OAM

SECONDED P Cutler

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

THAT the Committee's decision in relation to Trial Dates be approved.

CARRIED

MOVED C Rafton

SECONDED P Cutler

THAT the Minutes of the Obedience & Tracking Committee meeting held on Thursday 11 April 2019, be **RECEIVED**.

CARRIED

6.16 **Obedience & Tracking Judges Committee – 11/04/2019**

MOVED V Etherington OAM

SECONDED K Hedberg BVSc

THAT the Minutes of the Obedience & Tracking Judges Committee meeting held on Thursday 11 April 2019, be **RECEIVED**.

CARRIED

6.17 **Public Relations Committee – 01/05/2019**

6.17.1 **Recommendation 1A: Item 7.2 – Royal Easter Show – DOGS NSW Sample Bags**

MOVED P Cutler

SECONDED R Britten

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

THAT the DOGS NSW Sample Bags be updated.

CARRIED

6.17.2 **Recommendation 1B: Item 7.2 – Royal Easter Show – Breed Information**

MOVED P Cutler

SECONDED K Hedberg BVSc

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

THAT the information on the Breeds be based on the Breed Spotlight Information that is published in the DOGS NSW Magazine and not the ANKC Ltd Breed Standards.

CARRIED

6.17.3 **Recommendation 1C: Item 7.2 – Royal Easter Show – Ask the Breeder Stand**

MOVED P Cutler

SECONDED N Keck

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

THAT the Ask the Breeders Stand be updated and incorporated with the DOGS NSW Stand.

CARRIED

6.17.5 **Recommendation 1E: Item 7.2 – Royal Easter Show – DOGS NSW Stand – Appearance**

MOVED N Keck

SECONDEDK Hedberg BVSc

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

THAT the DOGS NSW stand be more interactive and appealing.

CARRIED

6.17.6 **Recommendation 2: Item 7.4 – New Committee Member**

MOVED P Cutler

SECONDEDK Hedberg BVSc

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

THAT Miss Katy Campbell be invited to join the Public Relations Committee.

CARRIED

6.17.8 **Recommendation 4A: Item 8.1 – Dogs On Show – Raffle**

MOVED C Rafton

SECONDEDK Hedberg BVSc

THAT the Public Relations Committee provide its own raffle to the General Public at Dogs On Show.

CARRIED

6.17.9 **Recommendation 4B: Item 8.1 – Dogs On Show – Sample Bags**

MOVED K Hedberg BVSc

SECONDED C Rafton

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

THAT DOGS NSW Sample Bags **not** be sold at Dogs On Show.

CARRIED

6.17.10 **Public Relations Material Stocktake**

MOVED C Rafton

SECONDED R Britten

THAT a stocktake be undertaken for all Public Relations stock, ie, Magazine/Journals, signage, showbags, etc, for the next Committee meeting, including a list of sample bag product, bunting, etc.

CARRIED

6.17.11 **Recommendation 4C: Item 8.1 – Dogs On Show Information Stand**

MOVED P Cutler

SECONDEDK Hedberg BVSc

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

THAT the DOGS NSW Information Stand be at the entrance of the Show Rings, near the Amenities Building, to ensure that the stand is a welcoming station for the Committee to ensure that the General Public are welcomed and shown to the appropriate place.

CARRIED

6.17.12 **Recommendation 4D: Item 8.1 – Dogs On Show Staff & Volunteers Uniform**

MOVED R Britten

SECONDED K Hedberg BVSc

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

THAT all Staff and Volunteers wear DOGS NSW Shirts, ie, blue Polo Shirts, at Dogs On Show.

CARRIED

6.17.13 **Recommendation 4E: Item 8.1 – Dogs On Show – Activist Article**

MOVED N Keck

SECONDED P Cutler

THAT Recommendation 4E, which reads as follows, be **REFERRED** back to the Public Relations Committee to compose an Article:-

THAT the Dogs On Show Catalogue include the article “How to deal with an Activist”.

CARRIED

6.17.14 **Recommendation 4F: Item 8.1 – Dogs On Show – Instagram Competition**

MOVED P Cutler

SECONDED K Hedberg BVSc

THAT Recommendation 4F, which reads as follows, be **REFERRED** back to the Public Relations Committee for further investigation:-

THAT DOGS NSW run a Instagram Competition for Members.

CARRIED

6.17.15 **Recommendation 5: Item 9 – Facebook and Instagram Logo**

MOVED P Cutler

SECONDED N Keck

THAT Recommendation 5, which reads as follows, be **APPROVED**:-

THAT the Office Staff include the DOGS NSW Facebook and Instagram logo and links on all Email Signatures. Furthermore, that the DOGS NSW Lead include these on all future publications.

CARRIED

MOVED V Etherington OAM

SECONDED N Keck

THAT the Minutes of the Public Relations Committee meeting held on Wednesday 1 May 2019, be **RECEIVED**.

CARRIED

6.18 **Retrieving & Field Trials Committee**

The Board noted that the Retrieving & Fields Trials Committee did not meet.

6.19 **RNSWCC Health & Welfare Charity Limited**

The Board noted that the RNSWCC Health & Charity Limited did not meet.

6.20 Show Committee – 24/04/2019

6.20.2 **Recommendation 2A: Item 4.1.1 – Memorandum – Overseas Judges Contracts – Requirements**

MOVED P Cutler

SECONDED C Rafton

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

THAT DOGS NSW only requires the ANKC Ltd Overseas Judges Application, inclusive of current Breed Listing, and the standard ANKC Ltd Judges Contract for Overseas Judges Applications in accordance with ANKC Ltd Requirements.

CARRIED

6.20.3 **Recommendation 2B: Item 4.1.1 – Memorandum – Overseas Judges Contracts – Sub-Contract Agreements**

MOVED P Cutler

SECONDED C Rafton

THAT Recommendation 2B, which reads as follows, be **APPROVED, subject to the** Show Committee drafting the updated form:-

THAT the Sub-Contact Agreement Covering Services of an Overseas Judge Form be updated.

CARRIED

6.20.4 **Recommendation 6: Item 7 – Application for Show Date**

MOVED N Keck

SECONDED M Arthur

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

THAT the Committee's decision in relation to Show Dates be approved.

CARRIED

6.20.5 **Recommendation 7: Item 8.2 – Fox Terrier Club of NSW – Terrier Match Show**

MOVED C Rafton

SECONDED K Hedberg BVSc

THAT Recommendation 7, which reads as follows, be **APPROVED subject to further information being provided as to how the Match Show will be run.:-**

THAT the request from the Fox Terrier Club of NSW to hold an Unofficial Terrier Match, with Mr Bill McFadden (USA) to judge".

CARRIED

R Harbin left @ 6.16pm

R Harbin returned @ 6.18pm

6.20.9 **Recommendation 11: Item 9.2.1 – DOGS NSW Regulations Part II-Show, Section 11: Entry Fee, Clause 11.2**

MOVED N Keck

SECONDED K Hedberg BVSc

THAT DOGS NSW Regulations Part II-Show, Section 11: Entry Fee, Clause 11.1 which currently reads:-

11.1 *The Entry fee payable in respect of each dog entered in a Show shall be paid at the time of the lodging of an application for entry.*

Be amended to read:

11.1 The Entry fee payable in respect of each dog entered in a Show shall be paid at the time of the lodging of an application for entry, **either via an Online Entry System or by a hard copy entry form. (05/19)**

CARRIED

6.20.10 **Recommendation 12: Item 9.2.1 – DOGS NSW Regulations Part II-Show, Section 12: Exhibit, Clause 12.4(a)**

MOVED P Cutler

SECONDED K Hedberg BVSc

THAT DOGS NSW Regulations Part II-Show, Section 12: Exhibit, Clause 12.4(a) which currently reads:-

12.4 (a) *A dog shall be provided with a suitable collar and leash. A dog in harness shall not enter a judging Ring. No exhibit shall be, or remain in the ring, unless it is on a lead held by and under the control of its handler. A lead must not be longer than 6 feet (183cm). (04/95)*

Be amended to read:

12.4 (a) A dog shall be provided with a suitable collar and leash. A dog in harness shall not enter a judging Ring. No exhibit shall be, or remain in the ring, unless it is on a lead **and is** held by and under the control of its handler **at all times**. A lead must not be longer than 6 feet (183cm). **(05/19)**

CARRIED

6.20.11 **Note for Board 1: Item 9.3 – Showdog/Puppy/Neuter of the Year**

MOVED P Cutler

SECONDED K Hedberg BVSc

THAT Note for Board 1, which reads as follows, be **NOTED**:-

The Committee requests that should any Director have any comments and/or suggestion in regard to the next Showdog/Puppy/Neuter, scheduled for Saturday 28 March 2020, that they email the Committee at showcommittee@dogsnsw.org.au for consideration at its next meeting.

CARRIED

MOVED P Cutler

SECONDED C Rafton

THAT the Minutes of the Show Committee meeting held on Wednesday 24 April 2019, be **RECEIVED**.

CARRIED

6.21 **Sporting Committee – 24/04/2019**

6.21.1 **Item 3.1 - Australian Stockdog Club of NSW Inc – Additional Training Ring**

The Board of Directors discussed the request from the Australian Stockdog Club of NSW Inc for an additional Training Ring to be constructed at the DOGS NSW Complex. It was agreed that Director P Cutler would investigate this matter with the Grounds Supervisor, Mr Larry Purvis and should the request be feasible, Executive Committee approval of the request be sought.

MOVED K Hedberg BVSc

SECONDED N Keck

THAT the Minutes of the Sporting Committee meeting held on Wednesday 24 April 2019, be **RECEIVED**.

CARRIED

6.22 **Spring Fair Dog Show Committee**

The Board noted that the Spring Fair Dog Show Committee did not meet.

7. **ANKC LTD MATTERS** – NIL

8. **CORRESPONDENCE**

9. **BUSINESS ADJOURNED FROM PREVIOUS MEETINGS** – NIL

10. **GENERAL BUSINESS**

10.1 **DOGS NSW Regulations Part II-Show, Section 6, Clause 6.7(2)**

MOVED R Britten

SECONDED K Hedberg BVSc

THAT DOGS NSW Regulations Part II-Show, Section 6, Clause 6.7(2) be **REFERRED** to Director R Harbin for investigation with the NSW State Police Firearms Registry.

CARRIED

MEETING CLOSED:

6.56pm

NEXT MEETING:

Electronically: **Wednesday 22 May 2019**

Full: **Wednesday 12 June 2019 @ 2.00pm**