



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 **MONDAY 20 July 2020** at 2.35pm.

Directors were requested to confirm if they have recently been to any of the places that had been identified as COVID-19 hot spots

ALL Directors confirm that they had not recently been to any of the places that had been identified as COVID-19 hot spots

IN ATTENDANCE:

K Hedberg BVSc	J Seary (by Zoom)
L Brown	N Keck
J Sheppard	C Rafton
L Brand	E Pickering
M Arthur	R Harbin
R Britten	P Cutler
G Spagnolo	

APOLOGIES: A Lee, V Etherington OAM

MOVED P Cutler

SECONDED G Spagnolo

THAT the apologies be **accepted**.

CARRIED

IN CAMERA

1. CONFIRMATION OF PREVIOUS MINUTES

1.1 Electronic 26 June 2020

MOVED R Britten

SECONDED M Arthur

THAT the Minutes of the Electronic Meeting of the Board of Directors, held on Wednesday 26 June 2020, be **confirmed**.

CARRIED

1.2 Special Electronic 15 July 2020

MOVED R Britten

SECONDED M Arthur

THAT the Minutes of the Electronic Meeting of the Board of Directors, held on Wednesday 15 July 2020, be **confirmed**.

CARRIED

Director L Brand joined the meeting @ 2.38pm

2. BUSINESS ARISING FROM MINUTES

2.1 Orchard Hills Lease – Update

(Refer Item 2.1- BOD Minutes 26/6/2020)

3. **JUDICIAL MATTERS**

4. **GENERAL BUSINESS TO BE DEALT WITH IN CAMERA**

4.1 **Executive Committee Decisions**

4.1.1 **ECD 30/2020: DOGS NSW All Breeds Show -18 July 2020**

WITHDRAWN

4.1.1.1 **ECD 30/2020 (AMENDED): DOGS NSW All Breeds Show -19 July 2020 OVER RUN**

MOVED L Brand

SECONDED J Sheppard

THAT the DOGS NSW All Breeds Championship Fundraiser Show proposed for 16 August 2020 **not be held** at this point in time due to the fact that there is now 20 new COVID cases in regional New South Wales and, further, that **the Show be postponed**, until NSW Government Regulations advise that the COVID-19 situation has stabilised effectively enough that an All Breeds Show can be conducted in accordance with NSW Government public health regulations, to a date to be advised, and during this time any issues raised at today's meeting be addressed.

CARRIED

Senior Vice President, Director L Brown, requested that the proposed date of the DOGS NSW All Breeds Championship Fundraising Show be removed from the advertisement and Draft Schedule and replaced with "TBA".

MOVED J Sheppard

SECONDED /J Seary

THAT the current COVID-19 Safety Plans, inclusive of the following documents:-

- Guidelines for Resuming Shows
- Guidelines for Resuming Training
- Copy of COVID-19 Attendance Record
- NSW Government COVID-19 Safety Plan

be forwarded to all Directors for their comments and input by 31 July 2020.

CARRIED

MOVED P Cutler

SECONDED G Spagnolo

THAT the following Executive Decision, Nos 31 to 33/2020, be **endorsed**:-

4.1.2 **ECD 31/2020: COVID 19-Guidelines for Resumption of Shows/Training**

THAT the following **Guidelines be adopted** in the event that Shows and Training can recommence and these Guidelines **be published in the Weekly Woof**:-

1. Guidelines for resuming Shows
2. Guidelines for resuming Training
3. Copy of COVID-19 Attendance Record

4.1.3 **ECD 32/2020: Special Dispensation for Running of a DOGS NSW All Breeds Championship Show scheduled for Sunday 19 July 2020**

THAT dispensation for the conduct of a Championship Fundraising Show to be held on 19 July 2020 be granted, in accordance with the Conditions of Entry document as attached and advertised in the Schedule.

- 4.1.4 **ECD 33/2020: COVID Plan-DOGS NSW Regulations Part II-Show-Additional Cl 4.1(vi)**
THAT DOGS NSW Regulations Part II-Show, Section 4: Approval of a Show, Clause 4.1, be amended to include an additional Clause, numbered “4.1(vi)” and that the current “4.1(vi)” be renumbered to read “4.1(vii)” - as per **Annexure A**.

CARRIED

- 4.1.5 **ECD 34/2020: 2019/2020 CJEP Examinations**
THAT, due to the current outbreaks of COVID-19 in NSW, the 2019/2020 CJEP Sub Group 4 Theory Examinations that were scheduled for Thursday 30 July 2020 be deferred to Thursday 1 October 2020, pending Government Guidelines at that time.

OVER RUN

4.1.5.1 **CJEP Trainee Emails**

MOVED L Brown

SECONDED L Brand

THAT the Board reschedule the 2019/2020 CJEP Sub Group 4 Theory Examination to **Saturday 15 August 2020** to allow time for the plan for the rescheduled examination to be revised and conducted in accordance with NSW Government public health regulations and subject to changes to NSW Government public health orders.

CARRIED

M Arthur, P Cutler, C Rafton abstained

Directors are to be given the number of Trainees in each Group.

MOVED L Brown

SECONDED J Seary

THAT a **date be set** next week for a meeting of the Board via Zoom Conferencing, ie, **Monday 27 July 2020 @ 3.30pm**, to discuss further organisation of the 2019/2020 CJEP Sub Group 4 Theory Examination to be held on Saturday 15 August 2020.

CARRIED

For the Office: To send urgent email to Trainees advising of the arrangements for the 2019/2020 CJEP Sub Group 4 Theory Examination.

MOVED L Brown

SECONDED /J Seary

THAT the 2019/2020 Conformation Judges Education Program be **suspended** and not resumed before February 2021.

CARRIED

P Cutler, C Rafton abstained

- 4.1.7 **ECD 36/2020: COVID-19–Rescheduling/Cancellation of ALL DOGS NSW Sanctioned Events**
THAT ALL DOGS NSW sanctioned events, scheduled up to 10 August 2020, ie, Shows/Trials/Tests/Competitions/Events be either **rescheduled or cancelled** and this decision be reviewed on 10 August 2020.

MOVED L Brand

SECONDED L Brown

THAT the decision of the Executive Committee in ECD 36/2020: COVID-19–Rescheduling/Cancellation of ALL DOGS NSW Sanctioned Events **be amended** to read as follows:-

THAT ALL DOGS NSW sanctioned events **not be run at this point in time** due to the fact that there are now 20 new COVID cases in regional NSW and that these events be **postponed**, until NSW Government Regulations advise that the COVID-19 situation has stabilised effectively enough that these events can be conducted in accordance with NSW Government public health regulations.

CARRIED

The Board confirmed that the above decision to postpone events **does not include training**.

MOVED J Sheppard

SECONDED L Brand

THAT the Board **allow affiliates**, until further notice, **to continue to send in Draft Schedules** to the Office without payment but those Draft Schedules must be accompanied with a COVID-19 Safety Plan and will not be processed by the Office until such time as NSW Government Regulations advise that the COVID-19 situation has stabilised effectively enough that these events can be conducted in accordance with NSW Government public health regulations

CARRIED

4.2 Operations Manager's Report

4.2.1 Recommendation 1 – Item 1: Reception Opening Hours – COVID increase concerns

MOVED J Sheppard

SECONDED L Brand

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

THAT the Board **supports** the closure of the Office Reception until further notice due to the increase of COVID-19 concerns.

CARRIED

The Operations Manager gave the meeting an update on the following matters:-

- **Membership Renewals**
- **New Office Computers**
- **New Ring Covers**
- **New Lawn Mower**
- **Statistics**
- **Affiliate Matters**
- **Members Services**
- **Staffing**
- **Gumtree Advertisements**
- **Finance Report**
- **ANKC Ltd Database Log**
- **Development of a Comprehensive Puppy/New Member Pack**
- **GSDL Lighting**

MOVED L Brand

SECONDED P Cutler

THAT the Operations Manager's Report for end June 2020 be **received**.

CARRIED

Meeting recessed @ 4.25pm

Meeting resumed @ 4.48pm at which time Item 4.1.5 & 4.1.5.1, above, were discussed.

4.3 Judges Committee

The Board noted that this Committee did not meet

4.4 Compliance Investigative Panel

The Board noted that this Committee did not meet

4.5 Animal Welfare & Community Liaison Officer Report – June 2020

4.5.6 **Recommendation 6 – DOGS NSW Regulations Part XIII-Code of Ethics, Clause 28 - AMENDMENT**

THAT DOGS NSW Regulations Part XIII-Code of Ethics, Clause 28(ii), which reads as follows:-

28. *The Member must keep records and make those records available to any person authorised, in writing, to DOGS NSW Secretary pursuant to resolution of the Board of Directors as follows:-*
- (ii) *Evidence of current vaccinations for all dogs owned or controlled by the Member. This could include Veterinary records that should be made available if required. (10/18)*

Be either amended to include worming, heartworm, and flea and tick treatment to read:-

28. The Member must keep records and make those records available to any person authorised, in writing, to DOGS NSW Secretary pursuant to resolution of the Board of Directors as follows:-
- (ii) Evidence of current vaccinations, **worming, heartworm, flea and tick treatment/preventative**, for all dogs owned or controlled by the Member. This could include Veterinary records that should be made available if required. **(07/20)**

CARRIED

MOVED L Brown

SECONDED L Brand

THAT the Animal Welfare & Community Liaison Officer's Report for June 2020 be **received**.

CARRIED

4.6 **Aggressive Dog Reports – NIL**

5. **MOTIONS ON NOTICE - NIL**

Meeting recessed @ 5.53pm

Director L Brand left the meeting @ 5.53pm

Meeting resumed @ 5.58pm

6. **MONTHLY REPORTS**

6.1 **Company Secretary's Report**

6.1.1 **Recommendation 1 – Item 1.1: Amendment to DOGS NSW Privacy Policy**
(Refer Item 1.1.1-BOD Meeting 10/6/2020)

MOVED R Britten

SECONDED P Cutler

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

THAT the Board approve the amended DOGS NSW Privacy Policy and that it be uploaded to the website and published in the DOGS NSW Gazette and other media platforms as soon as possible.

CARRIED

6.1.2 **Recommendation 2 – Item 1.2: Amendment to DOGS NSW Privacy Collection Statement**

MOVED R Britten

SECONDED P Cutler

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

THAT the Board **approve** the amended DOGS NSW Privacy Collection Statement and that it be uploaded to the website and published in the DOGS NSW Gazette and other media platforms as soon as possible.

CARRIED

MOVED L Brown

SECONDED J Seary

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

CARRIED

6.2 **Finance Minutes – 25/6/2020**

MOVED R Britten

SECONDED J Sheppard

THAT the Minutes of the Finance Committee meeting held on 25 June 2020 be **received**.

CARRIED

President K Hedberg BVSc left the meeting @ 6.10pm

Senior Vice President L Brown took the Chair @ 6.10pm

6.3 **Agility Committee – 29/6/2020**

6.3.1 **Recommendation 1 – Item 7: Application for Trial Date**

MOVED P Cutler

SECONDED C Rafton

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

THAT the Committee's decisions in relation to Trail Dates be approved – **subject to the motion moved at Item 4.1.7, above, which reads:-**

THAT ALL DOGS NSW sanctioned events **not be run at this point in time** due to the fact that there are now 20 new COVID cases in regional NSW and that these events be **postponed**, until NSW Government Regulations advise that the COVID-19 situation has stabilised effectively enough that these events can be conducted in accordance with NSW Government public health regulations.

CARRIED

6.3.2 **Recommendation 2 – Item 8.1.2: Spring Fair**

MOVED N Keck

SECONDED P Cutler

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

THAT the Spring Fair Agility Trial be cancelled for 2020.

CARRIED

6.3.3 **Recommendation 3 – Item 8.5: DOGS NSW Agility Committee Elections**

MOVED P Cutler

SECONDED N Keck

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

THAT Mr Michael Turner take up the position of Chair of the Agility Committee as Ms Frankie Aston has advised she is stepping down as Chair of the Committee.

6.3.4 **Recommendation 4 – Item 8.6: Post COVID19 Trials**

MOVED J Sheppard
SECONDED J Seary
THAT Recommendation 4 **NOT** be approved.

CARRIED
C Rafton against

MOVED C Rafton
SECONDED P Cutler
THAT Recommendation 4 be referred back to the Committee for clarification of what the Committee is seeking approval for, ie, resumption of trial dates or approval of the COVID Plan.

MOVED P Cutler
SECONDED R Harbin
THAT the Minutes of the Agility Committee meeting held on 29 June 2019 be **RECEIVED**.

CARRIED

6.4 **Agility Judges Committee**

The Board noted that this Committee did not meet

6.5 **Breed Assessment & Temperament Test Committee**

The Board noted that this Committee did not meet

6.6 **Breed Standards Committee**

The Board noted that this Committee did not meet

6.7 **Grounds Development Working Party – 2/7/2020**

Director N Keck suggested that the Grounds Development Working Party give consideration to some income producing ideas.

It was agreed that Director N Keck will resubmit her previous proposal on this topic.

MOVED N Keck
SECONDED C Rafton
THAT the Minutes of the Grounds Development Working Party meeting of 2 July 2020 be **received**.

6.8 **Conformation Judges Training Committee**

The Board noted that this Committee did not meet

MOVED E Pickering
SECONDED J Sheppard
THAT the report from the Chair of the Conformation Judges Training Committee be **received**.

CARRIED

6.9 **Constitution & Regulations Working Party**

The Board noted that this Committee did not meet

6.10 **Dances With Dogs Committee**

The Board noted that this Committee did not meet

6.11 **Grounds Committee**

The Board noted that this Committee did not meet

6.12 **Library & Archives Committee**

The Board noted that this Committee did not meet

6.12.1 **Library & Archives Webpage**

MOVED N Keck

SECONDED J Seary

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

THAT DOGS NSW create a webpage for the Library & Archives Committee.

CARRIED

MOVED R Britten

SECONDED P Cutler

THAT the report from the Chair of the Library & Archives Committee be **received**.

CARRIED

6.13 **Media & Government Legislation Committee – 6/7/2020**

MOVED R Britten

SECONDED P Cutler

THAT the Minutes of the Media & Government Legislation Committee meeting held on 6 July 2020 be **received**.

CARRIED

6.14 **Members Education Committee**

The Board noted that this Committee did not meet

6.14.1 **MEPP Supervisors**

MOVED R Britten

SECONDED J Sheppard

THAT the following persons be approved a MEPP Supervisors:-

- Mrs Kim Abel Northern Region
- Ms Allison Thompson Hunter Region

CARRIED

6.15 **Obedience & Tracking Committee – 9/7/2020**

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

MOVED R Britten

SECONDED P Cutler

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

THAT the Committee's decisions in relation to Trial Dates be approved - **subject to the motion moved at Item 4.1.7, above, which reads:-**

THAT ALL DOGS NSW sanctioned events **not be run at this point in time** due to the fact that there are now 20 new COVID cases in regional NSW and that these events be **postponed**, until NSW Government Regulations advise that the COVID-19 situation has stabilised effectively enough that these events can be conducted in accordance with NSW Government public health regulations.

CARRIED

6.15.2 **Recommendation 2 – Item 8.3: DOGS NSW Regulations Part II-Show, Section 10: Prizes & Money - ADDITION**

MOVED R Britten

SECONDED P Cutler

THAT Recommendation 2 be **referred back** to the Committee to provide a rationale.

CARRIED

MOVED P Cutler

SECONDED J Sheppard

THAT the Minutes of the Obedience & Tracking Committee meeting of 9 July 2020 be **received**.

CARRIED

6.15.1 **Blue Mountains Dog Training Club – Obedience Trial 4/7/2020**

MOVED P Cutler

SECONDED N Keck

THAT the letter of thanks from the Blue Mountains Dog Training Club for permission to conduct their Obedience Trial on 4 July 2020, be **noted**.

CARRIED

6.16 **Obedience & Tracking Judges Committee**

The Board noted that this Committee did not meet

6.16.1 **Amendment to DOGS NSW Regulations Part VI-Judges Performance Disciplines**

MOVED R Britten

SECONDED N Keck

THAT Recommendations 1, 2 & 3 be **referred back** to the Committee to provide a rationale.

CARRIED

6.17 **Public Relations Committee**

The Board noted that this Committee did not meet

6.18 **Retrieving & Field Trials Committee – 10/6/2020**

6.18.1 **Recommendation 1 – Item 6: Application for Trial Date**

MOVED R Britten

SECONDED P Cutler

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

THAT the Committee's decisions in relation to Trial Dates be approved - **subject to the motion moved at Item 4.1.7, above, which reads:-**

THAT ALL DOGS NSW sanctioned events **not be run at this point in time** due to the fact that there are now 20 new COVID cases in regional NSW and that these events be **postponed**, until NSW Government Regulations advise that the COVID-19 situation has stabilised effectively enough that these events can be conducted in accordance with NSW Government public health regulations.

CARRIED

6.18.2 **Passing of the Chair of the Committee (Mr Jeff Griffiths)**

Director R Harbin advised the meeting that he had been advised that the Chair of the Retrieving & Field Trials Committee, Mr Jeff Griffiths, had passed away on the weekend.

MOVED R Harbin

SECONDED P Cutler

THAT the Office arrange for **flowers to be sent** to the funeral of Mr Jeff Griffiths or, alternatively, to his home.

CARRIED

MOVED E Pickering

SECONDED J Seary

THAT the Minutes of the Retrieving & Field Trials Committee held on 10 June 2020, be **received**.

CARRIED

6.19 **RNSWCC Health & Welfare Charity Limited – 6/7/2020**

MOVED N Keck

SECONDED R Britten

THAT the Minutes of the RNSWCC Health & Welfare Charity Limited meeting held on 6 July 2020 be **received**.

CARRIED

6.20 **Show Committee – 15/7/2020**

6.20.1 **Recommendation 1 – Item 7: Application for Show Date**

MOVED J Sheppard

SECONDED R Britten

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

THAT the Committee's decisions in relation to Show Dates be approved - **subject to the motion moved at Item 4.1.7, above, which reads:-**

THAT ALL DOGS NSW sanctioned events **not be run at this point in time** due to the fact that there are now 20 new COVID cases in regional NSW and that these events be **postponed**, until NSW Government Regulations advise that the COVID-19 situation has stabilised effectively enough that these events can be conducted in accordance with NSW Government public health regulations.

CARRIED

6.20.2 **Recommendation 2 – Item 9.2: Showdog/Puppy/Neuter of the Year**

MOVED J Sheppard

SECONDED E Pickering

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

THAT the Showdog/Puppy/Neuter of the Year be cancelled for 2020 and the next one be held in 2022.

CARRIED

MOVED N Keck

SECONDED E Pickering

THAT the Minutes of the Show Committee meeting held on 15 July 2020 be **received**.

CARRIED

6.20.1 **Lismore & District Kennel Club Inc – Acceptance of Entries**

MOVED N Keck

SECONDED P Cutler

THAT DOGS NSW writes to Lismore & District Kennel Club Inc quoting the particular Regulation that refers in this instance, ie, DOGS NSW Regulations Part II-Show, Clause 5.1(c)(iii), and advising the Club that the Draft Schedule was approved and any changes to it must be requested and approved by DOGS NSW.

CARRIED

6.21 **Sporting Committee**

The Board noted that this Committee did not meet

6.21.1 **Earthdog Rule Review Submission**

MOVED P Cutler
SECONDED J Seary
THAT the Board **receive** Submission for Review of the Earthdog Rules.

CARRIED

MOVED R Britten
SECONDED E Pickering
THAT the Board **approve** the Earthdog Rule Review submission for onforwarding to ANKC Ltd.

CARRIED

6.22 **Spring Fair Dog Show Committee**

The Board noted that this Committee did not meet

7. ANKC LTD MATTERS

7.1 **National Business System Working Party - Final Report**

Senior Vice President, Director L Brown, provided a verbal update on this matter to the meeting.

MOVED N Keck
SECONDED R Britten
THAT the verbal report from Director L Brown on the National Business System Working Party meeting held on the weekend be **received**.

CARRIED

7.2 **Electronic Motion #184: National Agility Committee Minutes**

MOVED P Cutler
SECONDED N Keck
THAT DOGS NSW **supports** Electronic Motion #184 to confirm and endorse the Minutes of the National Agility Committee meeting held on 15 & 16 February 2020 and subsequent Zoom meeting held on 3 May 2020.

CARRIED

7.3 **National Membership Statistics**

MOVED P Cutler
SECONDED J Seary
THAT the National Membership Statistics for 1995 to 2019 be **noted**.

CARRIED

7.4 **National Member Body Percentage Breakup – Effective 1 July 2020**

MOVED P Cutler
SECONDED J Seary
THAT the National Member Body Percentage Breakup – Effective 1 July 2020 be **noted**.

CARRIED

8. CORRESPONDENCE

8.1 NSW Southern District Border Collie Club Inc – Dispensation from DOGS NSW Regulations Part X-Affiliated Bodies, Clause 2.6(b)&(c)

MOVED N Keck

SECONDED R Britten

THAT the Board **grant dispensation** to the NSW Southern District Border Collie Club Inc from DOGS NSW Regulations Part X-Affiliated Bodies, Clause 2.6(b)&(c) to allow Ms Sonia Smith from Queensland to act as Secretary for this Club **for a period of 12 months to allow them to find a replacement.**

CARRIED

P Cutler, C Rafton against

8.2 Northern United Cocker Club of NSW Inc - New Affiliate

MOVED J Sheppard

SECONDED R Britten

THAT the Board **accept the application for affiliation** from the Northern United Cocker Club of NSW Inc **subject to payment of the Affiliation fee.**

CARRIED

9. BUSINESS ADJOURNED FROM PREVIOUS MEETINGS – NIL

10. GENERAL BUSINESS - NIL

10.2 Ground Staff – Working with Chemicals Diploma

MOVED P Cutler

SECONDED N Keck

THAT the Ground staff be required to **undertake a Working with Chemicals Diploma** at the earliest possible opportunity.

CARRIED

10.5 Motions made at Today's Meeting

Director J Seary sought confirmation that the decisions made at today's meeting in respect of the conduct of DOGS NSW events and the 2019/2020 CJEP Sub Group 4 Theory Examination will be notified to members in the Weekly Woof along with special notices to be sent out tomorrow.

It was confirmed that ALL Trainees and Group Co-ordinators will be advised of the decision made in respect of the 2019/2020 CJEP Sub Group 4 Theory Examination.

Director C Rafton requested that, for expediency in the notification to members of the decisions made, the Company Secretary distribute to Directors only that part of Minutes that contains the relevant decisions and request their confirmation of the wording of those decisions by 4.00pm tomorrow afternoon.

MEETING CLOSED: 7.06pm

**NEXT MEETING: Special Zoom Meeting Monday 27 July 2020 @ 3.30pm
Face to Face Wednesday 12 August 2020 @ 2.00pm**