



**MINUTES** of a meeting of the BOARD OF DIRECTORS held in the Amenities Building on **Wednesday 11 November 2020** commencing @ 2.05pm

DISTRIBUTION:             K Hedberg BVSc                                     J Seary **(by Zoom)**  
                                   J Sheppard   N Keck  
                                   L Brand **(by Zoom)**                                 C Rafton  
                                   M Arthur   E Pickering **(by Zoom)**  
                                   R Britten **(by Zoom)**                             R Harbin **(by Zoom)**  
                                   V Etherington OAM                               P Cutler

APOLOGIES:               G Spagnolo, L Brown, A Lee

                                  MOVED P Cutler                                     SECONDED C Rafton  
**THAT** the apologies be **received**.

CARRIED

**IN CAMERA**

**1.    CONFIRMATION OF PREVIOUS MINUTES**

**1.1   Face to Face Meeting – 14 October 2020**

MOVED P Cutler                                     SECONDED C Rafton  
**THAT** the Minutes of the Face to Face meeting of the Board of Directors held on 14 October 2020 be **confirmed**.

CARRIED

**1.2   Electronic Meeting – 21 October 2020**

MOVED V Etherington OAM                     SECONDED M Arthur  
**THAT** the Minutes of the Electronic meeting of the Board of Directors held on 21 October 2020 be **confirmed**.

CARRIED

**2.    BUSINESS ARISING FROM MINUTES**

**2.2   Regional Committees Proposal**  
 (Refer Item 4.1-BOD Zoom Minutes 27/7/2020)

MOVED J Sheppard                               SECONDED P Cutler  
**THAT** the Board establish a Regional Committee Working Party to progress Parts 3 & 4 of the Regional Committee Proposal document.

CARRIED

MOVED J Seary  
**THAT** Director R Harbin be appointed as Convenor of the Regional Committee Working Party and the other (4) Regional Directors and Director P Cutler be appointed as members.

SECONDED P Cutler

**CARRIED**

2.3 **Sporting Committee – Future Direction**  
(Refer Item 2.21.3-BOD Minutes 14/10/2020)

Directors considered the report from Director J Seary in regards to the future direction of the Sporting Committee to ensure that Committee functioned with maximum effect.

The meeting agreed the Sporting Committee should be focused on co-ordinating events on weekends where there were no Conformation shows and where the various sporting disciplines could be featured and open to the public. Each of the disciplines should function as individual Working Parties and conduct a minimum of four (4) meetings per year and provide a written report to the Sporting Committee.

MOVED V Etherington OAM  
**THAT** a Herding Working Party be convened.

SECONDED N Keck

**CARRIED**

MOVED N Keck  
**THAT** the Sporting Committee be reformatted to be more focussed on promoting and co-ordinating public events with the various disciplines and that the members of the Sporting Committee, the Grounds Committee and the Public Relations Committee be involved.

SECONDED P Cutler

**CARRIED**

3. **JUDICIAL MATTERS**

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

4.1 **Executive Committee Decisions**

MOVED P Cutler  
**THAT** the following Executive Committee decisions (45 to 47) be **endorsed**:-

SECONDED R Britten

4.1.1 **ECD45/2020-Junior Handler Working Party – DOGS NSW Logo**  
**THAT** the DOGS NSW Logo be used on the trophies for the Junior Handler State Titles.

MOVED M Arthur  
**THAT** Committees/Working Parties of DOGS NSW are not required to seek approval to use the DOGS NSW logo for their events.

SECONDED C Rafton

**CARRIED**

4.2 **Operations Manager's Report**

4.2.1 **Herding Fencing**

MOVED P Cutler  
**THAT** two (2) quotes be obtained from the Fencer, Jason, for Plans A & B which would be submitted to the Finance Committee for consideration and then to the Executive Committee for approval.

SECONDED V Etherington OAM

**CARRIED**

4.2.2 **Ethical Pet Directory – Use of Logo**  
(Refer Item 8.3-Electronic BOD Minutes 25/9/2020)

The Operations Manager requested the leave of the meeting to revisit the request from the Ethical Pet Directory to use the DOGS NSW logo on their website. An example of the webpage was distributed to Directors showing that the ANKC logo and other Member Body logos were included on the Ethical Pet Directory website that promotes our registered breeders.

Director C Rafton advised that to action this request it would require a rescission motion for the next Board meeting and then a further motion to approve the recommendation for approval by the Executive Committee or the Board.

4.2.4 **Items for Noting**

- Orchard Hills Lease & Other Government Related Matters
  - Site Boundaries
  - Site Rent Valuation
  - COVID Rent Relief
  - NSW Government Security Grants to Small Business
  - Sewer & Water Line Locations
- Yamaha Aviation – Drone Training
- Sewer System Pump Failure
- Solar System Installation
- Bio-security Hazard
- Membership Statistics
- Registration Statistics
- Member Services Report
- Staff Leave Balances

MOVED V Etherington OAM  
SECONDED E Pickering  
**THAT** the Operations Manager's Report for end October 2020 be **received**.

**CARRIED**

4.3 **Judges Committee**  
The Board noted that this Committee did not meet.

4.4 **Compliance Investigative Panel – 28/10/2020**

*Director C Rafton left the meeting @ 3.33pm*

MOVED P Cutler  
SECONDED V Etherington OAM  
**THAT** the Minutes of the Compliance Investigative Panel held on 28 October 2020 be **received**.

**CARRIED**

4.5 **Animal Welfare & Community Liaison Officer Report – October 2020**

MOVED N Keck  
SECONDED P Cutler  
**THAT** Recommendations 1 to 5, in the AWCLO's Report, which read as follows, be **approved**:-

MOVED P Cutler  
SECONDED R Britten  
**THAT** the Animal Welfare & Community Liaison Officer's Report for October 2020 be **received**.

**CARRIED**

4.6 **Aggressive Dog Reports – NIL**

5. **MOTIONS ON NOTICE – NIL**

6. **MONTHLY REPORTS**

6.1 **Company Secretary's Report**

6.1.4 **Recommendation 4 – Item 1.4: Amendment to ANKC Ltd Regulations Part 6-The Register & Registration, Clause 3.2**

MOVED C Rafton

SECONDED E Pickering

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

**THAT** an item be included on the Agenda for the ANKC Ltd Special Board meeting in February 2021 recommending an amendment to ANKC Ltd Regulations Part 6-The Register & Registration, Clause 3.2, to read as follows:-

3.2 *All pedigree dogs that are imported into Australia except those imported from New Zealand (including dogs whelped in Australia and previously exported from Australia) to be re-registered with ANKC Ltd must provide, at the time of registering the dog the following:*

- a. *Proof of identification, i.e. microchip or tattoo*
- b. *Proof of Importation, such as a "health permit", "export permit" or "import permit"*
- c. *An original Export Pedigree and Ownership Certificate (if two separate documents) indicating the Australian member's name and current residential address showing all registration numbers, titles granted and colours by the overseas body. The Export pedigree must be at least first and second generations complete and the 3rd generation a maximum of 4 names missing.*
- d. *Proof of Shipment from the country of origin to Australia such as transportation documents "Airway Bill" **OR an** Authorised Agency under the Bio Security Act 2016, Bio Security Release form (b and c above are not required if you have the DAWR release)*
- e. **Delete**

**CARRIED**

MOVED J Sheppard

SECONDED N Keck

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

**CARRIED**

*Meeting recessed @ 3.58pm*

*Meeting resumed @ 4.23pm*

6.2 **Finance Committee – 4/11/2020**

6.2.1 **Financial Statements – 30 September 2020**

MOVED C Rafton

SECONDED N Keck

**THAT** the revised Financial Report as @ 30 September 2020 be **approved - subject to the responses to Director C Rafton's queries being provided**.

**CARRIED**

**6.2.1.1 Item 8.2: PR Christmas Show Budget**

Director C Rafton requested that a Permanent Agenda Item (PAI) be added to the Finance Committee Agenda listing all the DOGS NSW Committees and Working Parties who conduct DOGS NSW events and the date of those events so that the budgets for those DOGS NSW events can be considered in an expedient manner by the Finance Committee.

MOVED C Rafton

SECONDED V Etherington OAM

**THAT** the Public Relations Christmas Show Budget as submitted to the November 2020 Finance Committee meeting be **approved**.

**CARRIED**

**6.2.1.2 Item 10.1.4: Region & Committee Asset Register**

MOVED C Rafton

SECONDED J Seary

**THAT** Recommendation 3 of the Operations Manager’s Report to the Finance Committee **NOT** be approved.

**CARRIED**

MOVED R Britten

SECONDED J Seary

**THAT** the Minutes of the Finance Committee meeting held on 30 September 2020 be **received**.

**CARRIED**

*P Cutler abstained*

**6.3 Agility Committee**

**6.3.1 Meeting 21/9/2020**

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

MOVED C Rafton

SECONDED P Cutler

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

**THAT** the Committee’s decisions in relation to Trial Dates be approved.

**CARRIED**

MOVED R Britten

SECONDED E Pickering

**THAT** the Minutes of the Agility Committee meeting held on 21 September 2020 be **received**.

**CARRIED**

**6.3.2 Meeting 19/10/2020**

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

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.

**CARRIED**

MOVED P Cutler

SECONDED R Britten

**THAT** the Minutes of the Agility Committee meeting held on 19 October 2020 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**

The Board noted that this Committee did not meet.

6.8 **Conformation Judges Training Committee**

The Board noted that this Committee did not meet.

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 – 15/10/2020**

6.12.2 **Committee Income & Expenditure Monthly Statements**

Director N Keck advised the meeting that for some time now Committees and Working Parties were not being provided with their respective monthly Income & Expenditure Reports with their Agenda.

MOVED C Rafton

SECONDED V Etherington OAM

**THAT** the former **Finance Office process** for Committees/Working Parties being provided with an Excel spreadsheet detailing the Committees'/Working Parties' income and expenditure and bank statements **be reinstated immediately.**

**CARRIED**

MOVED N Keck

SECONDED J Sheppard

**THAT** the Minutes of the Library & Archives Committee meeting held on 15 September 2020 be **received.**

**CARRIED**

6.13 **Media & Government Legislation Committee – 2/11/2020**

MOVED P Cutler

SECONDED E Pickering

**THAT** the Minutes of the Media & Government Legislation Committee meeting held on 2 November 2020 be **received.**

**CARRIED**

6.14 **Members Education Committee**

The Board noted that this Committee did not meet.

**6.14.1 MEPP Supervisors**

MOVED C Rafton SECONDED P Cutler

**THAT** the following MEPP Supervisors be **approved**:-

- Mrs Jo Ellen Thompson JP Southern Region
- Mr Jamie Luxford (Police) Northern Region

**6.15 Obedience & Tracking Committee – 8/10/2020**

**6.15.1 Recommendation 1 – Item 3.3: Obedience and Rally Equipment**

***For the Finance Department: To undertake a review to ascertain the correct costs.***

**6.15.2 Recommendation 2 – Item 7: Application for Trial Date**

MOVED P Cutler SECONDED E Pickering

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

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

MOVED P Cutler

SECONDED E Pickering

**THAT** the Minutes of the Obedience & Tracking Committee meeting held on 8 October 2020 be **received**.

**CARRIED**

**6.16 Obedience & Tracking Judges Committee – 8/10/2020**

MOVED N Keck

SECONDED C Rafton

**THAT** the Minutes of the Obedience & Tracking Judges Committee meeting held on 8 October 2020 be **received**.

**CARRIED**

**6.15.1 Scent Judges Training Working Party**

**6.15.1.1 Recommendation 1 – Working Party Membership**

MOVED J Seary SECONDED P Cutler

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

**THAT** a DOGS NSW Working Party for the sport of Scent Work be formed with the following members:-

- Susan Turner
- Peta Clarke
- Penny Mead
- Natasha Nepl

**subject to the Working Party reporting to the Sporting Committee.**

**CARRIED**

***For the Company Secretary: To meet with the Convenor of the Working Party to advise of protocols for DOGS NSW Committees and Working Parties and to explain other relevant processes and requirements. Director P Cutler agreed to accompany the Company Secretary at the meeting.***

6.15.1.2 **Recommendation 2 – Purchase of Scent Work Boxes**

MOVED P Cutler  
SECONDED N Keck  
**THAT** Recommendation 2 NOT be approved.

CARRIED

6.17 **Public Relations Committee – 13/10/2020**

6.17.1 **Recommendation 1 – Item 7.3: PR Xmas Show - Xmas Bags for Children**

MOVED N Keck  
SECONDED E Pickering  
**THAT** Recommendation 1, which reads as follows, be **approved**:-  
**THAT** the Public Relations Committee prepare Bags for the children that are participating. Bags to be used will be the same as the sample bags used for the Royal and for Dog Lovers Shows, items to be used inside are from stock on hand.

CARRIED

MOVED J Seary  
SECONDED E Pickering  
**THAT** the Minutes of the Public Relations Committee meeting held on 13 October 2020 be **received**.

CARRIED

6.18 **Retrieving & Field Trials Committee – 22/10/2020**

6.18.1 **Recommendation 1 – Item 8.3: Retrieving Trial Judges**

MOVED R Britten  
SECONDED V Etherington OAM  
**THAT** Recommendation 1, which reads as follows, be **approved**:-  
**THAT** Mrs K Blair be added to Novice Retrieving Judge's Panel as soon as practicable.

CARRIED

6.18.2 **Recommendation 2 – Item 8.5: Retrieving & Field Trial Committee**

MOVED R Britten  
SECONDED E Pickering  
**THAT** Recommendation 2, which reads as follows, be **approved**:-  
**THAT** Ms Louise Bennett and Mr Mick Allen be admitted onto the NSW Retrieving & Field Trials Committee.

CARRIED

MOVED E Pickering  
SECONDED R Britten  
**THAT** the Minutes of the Retrieving & Field Trials Committee meeting held on 22 October 2020 be **received**.

CARRIED

6.19 **RNSWCC Health & Welfare Charity Limited – 2/11/2020**

MOVED E Pickering  
SECONDED J Seary  
**THAT** the Minutes of the RNSWCC Health & Welfare Charity Limited meeting held on 2 November 2020 be **noted**.

CARRIED



6.20 Show Committee – 21/10/2020

6.20.1 Recommendation 1 – Item 5.1: Junior Handler Working Party

MOVED C Rafton

SECONDED P Cutler

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

**THAT** the budget in the amount of \$1,870.00 submitted by the Junior Handler Working Party for the expenses for the DOGS NSW Junior Handler State Titles, be approved.

**CARRIED**

6.20.2 Recommendation 2 – Item 7: Application for Show Date

MOVED M Arthur

SECONDED N Keck

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

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

**CARRIED**

6.20.3 Recommendation 3 – Item 9.11: Written Approval from DOGS NSW of the Show/Trials Draft Schedule

MOVED J Sheppard

SECONDED C Rafton

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

**THAT** the following Notice be published in the next available Weekly Woof:-

**WRITTEN APPROVAL FROM DOGS NSW IS REQUIRED  
FOR SHOW/TRIAL DRAFT SCHEDULES**

The Show Committee would like to remind Clubs that they **must not** accept entries for their Show/Trial until they have received written approval from DOGS NSW of the Show/Trials Draft Schedule. Their online entry provider must not open the Show/Trial for exhibitors to enter until the approval is received.

Clubs are reminded of DOGS NSW REGULATIONS PART II – SHOW, Clause 5.2(a) & (b), which reads as follows:-

5.2 A Show Schedule shall not be:-

- (a) published until the approval of the Board of Directors has been obtained thereto;
- (b) amended either by addition, deletion, or variation, except with the prior approval of the Board of Directors as evidenced by a Memorandum signed by the DOGS NSW Secretary.

Therefore, whilst a Club may advertise that they are having a show on a particular date, they must wait for approval before publishing the Schedule and accepting entries.

**CARRIED**

6.20.4 **Recommendation 4 – Item 9.12: DOGS NSW Events – Booking System**

MOVED J Sheppard

SECONDED C Rafton

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

**THAT** the request from the Show Committee for the DOGS NSW Office staff to support the Committees running Shows/Trials under DOGS NSW name by booking their ground hire into the Booking System for years to come, ie, Spring Fair, Australia Day Show, Christmas Show, Dogs On Show, etc, **be referred to the Operations Manager for comment.**

**CARRIED**

6.20.5 **DOGS NSW Regulations Part II-Show, Clause 13.5(a) - AMENDMENT**

MOVED J Sheppard

SECONDED C Rafton

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

**THAT** Regulations Part II-Show, Clause 13.5(A), which currently reads:

*13.5(a) In the case of a dog that is owned by two or more members jointly, the application for its entry in a Show need only be signed by one owner unless all joint owners of the dog have previously notified DOGS NSW in writing that applications for entry for that dog must be in the name of and signed by all joint owners thereof.*

**Be amended to read:**

13.5(a) In the case of a dog that is owned by two or more members jointly, the application for its entry in a Show need only be signed by one owner unless ~~all~~ **one or more** joint owners of the dog have previously notified DOGS NSW in writing that applications for entry for that dog must be in the name of and signed by all joint owners thereof.

**CARRIED**

6.20.6 **Embargo on New All Breeds Kennel Club Affiliates**

Directors were reminded that the five (5) year embargo on the approval of new All Breeds Affiliates will end in December 2024.

MOVED J Seary

SECONDED E Pickering

**THAT** the Minutes of the Show Committee meeting held on 21 October 2020 be **approved**.

**CARRIED**

6.21 **Sporting Committee**

The Board noted that this Committee did not meet.

6.22 **Spring Fair Dog Show Committee**

The Board noted that this Committee did not meet.

**7. ANKC LTD MATTERS**

**7.1 Notice of ANKC Ltd Special Board Meeting – 13 February 2021–Agenda Closes 18 December 2020**

MOVED R Britten

SECONDED E Pickering

**THAT** the Board **notes** the notification of the ANKC Ltd Special Board Meeting scheduled for 13 February 2021 and the closing date for Agenda Items for that meeting.

**CARRIED**

**7.2 ANKC Ltd Special Board Meeting – 24/11/2020 – National Business System**

MOVED C Rafton

SECONDED E Pickering

**THAT** the National Business System proposal be referred to the Finance Committee to determine costs v savings and the Committee’s recommendation be referred for Executive Committee approval and that decision be conveyed to the DOGS NSW ANKC Directors to give them an indication as to how the Board would like them to vote.

**CARRIED**

**8. CORRESPONDENCE**

**8.1 Mr N Matthews – Offer of Support**

MOVED E Pickering

SECONDED C Rafton

**THAT** the offer of services from Mr N Matthews be **noted** with thanks and that his offer be provided to the new Committee Chairs in case it may be of assistance.

**CARRIED**

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

**10. GENERAL BUSINESS**

**10.1 Canine Welfare Publication**

Director N Keck presented to the meeting a booklet titled An Expose on Canine Welfare published by RAS in the 1970’s and suggested, if DOGS NSW wishes to be the Peak Controlling, it should be publishing a similar booklet every 2 or 5 years.

The President, Dr K Hedberg BVSc offered to review the booklet.

**10.2 Photo Book Supporting RSPCA**

Director P Cutler drew to the attention of Directors an email received from the RSPCA seeking support from DOGS NSW for their “Professional Coffee Table Book Event” in partnership with Studio 1000 to help raise funds for the RSPCA NSW.

Directors were **not** in support of this request and agreed that DOGS NSW could do a similar promotion itself.

**MEETING CLOSED: 6.20pm**

**NEXT MEETING:           Electronic:   week ending 27 November 2020  
                                  Face to Face: Wednesday 9 December 2020 commencing @ 2.00pm**