



MINUTES of a meeting of the BOARD OF DIRECTORS held on **Wednesday 8 October 2025** commencing at 2.00pm.

PARTICIPATION:

L Brand	K Hedberg BVSc (by Zoom)
S Oliver	K Charnock
S Hannigan	G Vernon
S McFadden	A McIlrath
J Bryson	A Moy
G Spagnolo	N Curwen
L Brown	V Harris
C Rafton	

IN ATTENDANCE: **Directors Elect:** R Sinclair, T Hofman, P Brown

V Gagan-Wilson (Company Secretary)

L Hadley (Committee Secretary/Examinations Administrator)

For part of meeting

DOGS NSW Herding Working Party Representatives (A Wherry & A Outtrim)

For part of meeting via Zoom:

A Khamis (Operations Manager)

D Crofts (Animal Welfare & Community Officer)

APOLOGIES: NIL

The President welcomed the Directors Elect.

The Board expressed its sincere appreciation to Mrs Virginia Gagan-Wilson, Company Secretary, for her exemplary dedication and distinguished service to the organisation over the past 24 years.

A. Recording of Board Meeting

MOVED A McIlrath

SECONDED S McFadden

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.

CARRIED

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B. Herding Working Party – Address to Board

MOVED C Rafton

SECONDED A Moy

THAT standing orders be suspended to **bring forward Item 8.7.1**, to be discussed at this time.

CARRIED

A Wherry & A Outtrim joined the meeting @ 2.00pm

MOVED K Charnock

SECONDED S McFadden

THAT the Herding Working Party **provide a detailed briefing paper** outlining how to manage the sheep operations going forward, including stakeholder communication protocols and governance frameworks.

CARRIED

A Wherry & A Outtrim left the meeting @ 2.35pm

MOVED C Rafton

SECONDED A Moy

THAT the **Minutes of all Working Party of all Sporting disciplines be attached** to and included with the Sporting Committee Minutes and copied to the Committee Secretary.

CARRIED

C. Dogs Australia October 2025 AGM & Board Meeting Agenda

MOVED C Rafton

SECONDED S McFadden

THAT standing orders be suspended to **bring forward Items 9.2 & 9.3**, to be discussed at this time.

CARRIED

MOVED S Oliver

SECONDED A Moy

THAT the decisions of the Board in relation to the Agenda Items for the Dogs Australia October 2025 Board Meeting be **accepted**.

CARRIED

IN CAMERA

1. CONFIRMATION OF PREVIOUS MINUTES

1.1 Face to Face Meeting – 10/9/2025

MOVED N Curwen

SECONDED A Moy

THAT the Minutes of the Board of Directors Meetings held on 10 September 2025 be **confirmed**.

CARRIED

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2. PRIORITY MATTERS

- 2.1 **Strategic Planning**
- 2.2 **Orchard Hills Lease**

3. GENERAL BUSINESS TO BE DEALT WITH IN CAMERA

3.1 Executive Committee Decisions

3.1.1 ECD 6/2025 – Appointment of Dogs Australia Alternate Delegate

The Board noted that ECD 6/2025 was **WITHDRAWN** as Director Karen Hedberg BVSc will already be in attendance and offered to represent DOGS NSW.

Directors A McIlrath, G Vernon, L Brown left meeting @ 3.26pm

Directors A McIlrath, G Vernon, L Brown returned to the meeting @ 3.28pm

3.2 Operations Manager's Report

MOVED K Charnock

SECONDED G Vernon

THAT Recommendations 1 to 5, which read as follows, be **approved**:-

3.2.1 Recommendations 1, 2, 3, 4 & 5: Item 1.2: 2025 Election – Costs, Voting Methods and Policy Development

3.2.1.1 Recommendation 1

THAT the Board notes the costs and participation outcomes of the 2025 election.

3.2.1.2 Recommendation 2

THAT the Board approves the discontinuation of postal ballots for future elections.

3.2.1.3 Recommendation 3

THAT the Board endorses the introduction of phone voting as an alternative method, alongside existing email and SMS options.

3.2.1.4 Recommendation 4

THAT the Board approves reducing the voting period to one or two weeks to avoid voter fatigue amongst the members.

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3.2.1.5 **Recommendation 5**

THAT the Board approves the revised schedule for elections as follows:-

	YEARLY DUE DATE	2026 DUE DATE
Publication of Notice Calling for Nominations	June Magazine	
Close of Nominations	1 st Friday in July	Friday 3 July
Nominations/Biographies Published	August & September Magazines	
Voting Opens	18 September	Friday 18 September
Close of Ballot	(12 noon) Last Friday in September	Friday 25 September
Declaration of Results	(1.00pm) Last Friday in September	Friday 25 September

CARRIED

3.2.2 **Recommendation 6 – Item 1.3: Indicative Costing – Additional Shower Facilities**

MOVED C Rafton

SECONDED L Brown

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

THAT the Board **approve** proceeding with the acquisition of **12 shower cubicles**, subject to a successful outcome of the NSW ClubGrants application.

CARRIED

3.2.3 **Solar Battery Board**

MOVED J Bryson

SECONDED S Oliver

THAT the Board **approves the purchase and installation** of a 100-kWh solar battery system from PVE Electrical Group.

CARRIED

MOVED A Moy

SECONDED G Spagnolo

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

CARRIED

3.3 **Finance Committee – 25/9/2025**

The meeting agreed to allow Director Elect Ross Sinclair (Chair Finance Committee) to present the Finance Committee Minutes.

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3.3.1 **Recommendation 1 – Item 8: Financial Statements as @ 31 August 2025**

MOVED K Hedberg BVSc

SECONDED A Moy

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

THAT the Financial Statements as @ 31 August 2025 be approved by the Board of Directors.

CARRIED

C Rafton, K Charnock, L Brown ABSTAINED

MOVED A Moy

SECONDED K Hedberg BVSc

THAT the Minutes of the Finance Committee meeting held on 25 September 2025 be received.

CARRIED

C Rafton, K Charnock, L Brown ABSTAINED

3.4 **Judges Committee**

The Board noted that this Committee did not meet.

D Crofts joined the meeting @ 3.43pm

3.5 **Animal Welfare & Community Liaison Officer Report – September 2025**

3.5.2 **Recommendation 2 – Item i): Transfer of Dogs/Puppies**

MOVED K Charnock

SECONDED A McIlrath

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

THAT a notice be placed in the Weekly Woof reminding all members of the obligation to register the transfer of dogs/puppies rehomed.

CARRIED

MOVED K Charnock

SECONDED G Vernon

THAT, at the time of processing litter registrations and where the original Certificate of Registration & Pedigree is being registered in the breeder's name (and not the new owner), the Office include with the Certificate information in relation to breeders' obligations for transferring.

CARRIED

MOVED L Brown

SECONDED G Vernon

THAT the Animal Welfare & Community Liaison Officer's Report for September 2025 be received.

CARRIED

D Crofts left the meeting @ 3.48pm

3.5.3 **Serious Animal Welfare Committee**

The Board noted that this Committee did not meet.

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3.6 Company Secretary's Report

3.6.1 Recommendation 1 – Item 1.1: DOGS NSW Regulations Part X-Affiliated Bodies, Section 2: Administration, Clause 2.2(b)(ii) - AMENDMENT

MOVED C Rafton

SECONDED A McIlrath

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

THAT DOGS NSW Regulations Part X-Affiliated Bodies, Clause 2.2(b)(ii), which currently reads:-

2.2 An Affiliate shall:-

(b) Provide (06/19)

(ii) Reports as listed below, both completed and signed in accordance with the instructions, as determined by the Board of Directors from time to time, applicable for the Financial Year being reported:-

- a. Annual Report Form 1 – Cover Sheet
- b. Annual Report Form 2 – Profit and Loss Statement
- c. Annual Report Form 3 – Balance Sheet
- d. Annual Report Form 4 – Asset Register

Be amended to read:-

2.2 An Affiliate shall:-

(b) Provide (06/19)

(ii) Reports **and documentation** as listed below, both completed and signed in accordance with the instructions, as determined by the Board of Directors from time to time, applicable for the Financial Year being reported:-

- a. Annual Report Form 1 – Cover Sheet
- b. Annual Report Form 2 – Profit and Loss Statement
- c. Annual Report Form 3 – Balance Sheet
- d. Annual Report Form 4 – Asset Register
- e. Public Liability & Voluntary Workers insurance policies, where affiliate does not use DOGS NSW policies**
- f. President & Secretary Reports as presented at an AGM**
- g. NSW Department of Fair Trading A-12 payment receipt or Department exemption from lodging same, applicable to Incorporated Affiliates only.**

CARRIED

MOVED J Bryson

SECONDED A McIlrath

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

CARRIED

Meeting recessed @ 3.55pm

Meeting resumed @ 4.20pm

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3.7 **Aggressive Dogs Committee**

The Board noted that this Committee did not meet.

3.8 **Conformation Judges Examination Committee – 1/10/2025**

3.8.2 **Note for Board - Item 6.1: Single Breed Practical Examination – 15 & 16 November 2025 – Timekeepers & Chaperones**

MOVED J Bryson

SECONDED A McIlrath

THAT the Board note the request from the Conformation Judges Examination Committee for all Board members (except those that are Trainee Judges) to make themselves available to assist as Timekeepers and Chaperones for the upcoming Practical Examinations on 15 & 16 November 2025 and to confirm their availability with the Committee Secretary/Examination Administrator (Lisa Hadley).

CARRIED

K Charnock, V Harris, S Hannigan, N Curwen ABSTAINED

MOVED G Vernon

SECONDED A McIlrath

THAT the Minutes of the Conformation Judges Education Committee meeting held on 1 October 2025 be received.

CARRIED

K Charnock, V Harris, S Hannigan, N Curwen ABSTAINED

4. **GENERAL BUSINESS**

4.1 **Board Effect Program (now Diligent)**

Director J Bryson sought advice as to the reason the Board is not currently using the Board Effect Program (now Diligent).

The Operations Manager advised that some Directors are still experiencing issues accessing the new Program. Once these issues have been resolved, the Program will be reactivated. Additionally, arrangements will be made to hold a training session to support the Board.

5 **BUSINESS ARISING FROM MINUTES**

6. **JUDICIAL MATTERS**

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OPEN MEETING

7. MOTIONS ON NOTICE

8. MONTHLY REPORTS

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

8.1 Constitution & Regulations Review Working Party

MOVED A McIlrath

SECONDED C Rafton

THAT Recommendations 1 & 2 (Items 8.1.1.1 & 8.1.1.2) and Item 8.1.2, which read below, be approved:-

8.1.1 Murrumbidgee Kennel Club – Application for Affiliation

8.1.1.1 Recommendation 1 – Number of Events Policy

THAT the Strategic Planning Working Party develop a policy on the number of events and their location for each discipline prior to further consideration of new Affiliates.

8.1.1.2 Recommendation 2 – Approval of Affiliation

THAT the application for affiliation from the Murrumbidgee Kennel Club be approved.

8.1.2 Illawarra Dog Training Club Inc – Revised Constitution

THAT the Revised Constitution of Illawarra Dog Training Club Inc be approved.

CARRIED

K Charnock ABSTAINED

8.2 Fast N Furious Committee – 22/9/2025

MOVED A McIlrath

SECONDED S McFadden

THAT the Minutes of the Fast N Furious Committee meeting held on 22 September 2025 be received.

CARRIED

8.3 Obedience Tracking & Performance Disciplines Committee – 1/9/2025

8.3.1 Recommendation 1 – Item 3.1: SprintDog™ Representative

MOVED S Hannigan

SECONDED A McIlrath

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

THAT Miss Stephanie Betts be accepted as a general Committee member of the Obedience, Tracking & Performance Disciplines Committee.

CARRIED

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8.3.2 **Note for Board – Item 7: Approval of Trial Dates**

The Board **noted** the Committee's decisions in relation to Trial Dates.

CARRIED

8.3.3 **Recommendation 2 – Item 8.3: Dances With Dogs & Trick Dog Working Party**

MOVED C Rafton

SECONDED J Bryson

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

THAT Mrs Carolyn Jensen be accepted as a member of the Dancing With Dogs and the Trick Dog Working Parties.

CARRIED

8.3.4 **Recommendation 3 – Item 8.6: SprintDog™ Working Party Membership**

MOVED C Rafton

SECONDED A McIlrath

THAT the Obedience, Tracking & Performance Disciplines Committee liaise directly with the Convenor of the SprintDog™ Working Party (Belinda Mitchell).

CARRIED

MOVED A McIlrath

SECONDED G Vernon

THAT the Minutes of the Obedience, Tracking & Performance Disciplines Committee meeting held on 1 September 2025 be **received**.

CARRIED

8.4 **Obedience Tracking & Performance Disciplines Judges Committee – 11/9/2025**

8.4.1 **Recommendation 1 – Item 7.2.2: Endurance Judge Approval – Mrs Samantha Ibbott-Cordi**

MOVED L Brown

SECONDED A McIlrath

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

THAT Mrs Samantha Ibbott-Cordi be placed on the Dogs Australia list for Endurance Judges.

CARRIED

MOVED A Moy

SECONDED A McIlrath

THAT the Minutes of the Obedience, Tracking & Performance Disciplines Judges Committee meeting held on 11 September 2025 be **received**.

CARRIED

K Charnock ABSTAINED

8.5 **RNSWCC Health & Welfare Charity Trust – 1/9/2025**

MOVED C Rafton

SECONDED A McIlrath

THAT the Minutes of the RNSWCC Health & Welfare Charity Trust meeting held on 1 September 2025 be **received**.

CARRIED

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8.6 Show Committee – 17/9/2025

8.6.1 **Recommendation 1 – Item 4.1: DOGS NSW Regulations Part II-Show, New Clause 4.4D**

MOVED C Rafton

SECONDED K Charnock

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

THAT DOGS NSW Regulations Part II-Show be amended to include a new Clause, numbered 4.4D, to read:-

4.4D If a Regional competitive event is to be held, it must be held in conjunction with a Regional Affiliate who is holding a similar event at the same time and same location.

and subsequent Clause, currently numbered 4.4D, be re-numbered as Clause 4.4E.

CARRIED

8.6.2 **Note for Board – Item 7: Approval of Show Dates**

The Board **noted** the Committee's decisions in relation to Show Dates.

CARRIED

8.6.3 **Recommendation 2 – Item 9.2: DOTY/POTY Commencement Time**

The Board agreed for the DOTY POTY Working Party to be given permission for the DOGS NSW Showdog, Puppy & Neuter of the Year for 2025 to commence at a set time considered appropriate in accordance with the weather.

8.6.4 **Recommendation 3 – Item 9.3: New Affiliates Running Championship Shows**

MOVED J Bryson

SECONDED N Curwen

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

THAT Clause 3.8.2 of the Board Policy Document, which reads as follows, be **removed**:-

38.2 No All Breeds Club Affiliates, be formed for the sole purpose of running conformation shows, be approved for affiliation with DOGS NSW for a period of five (5) years. (12/19)

CARRIED

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8.6.5 **Recommendation 4 – Item 9.4: DOGS NSW Regulations Part II-Show, 4 3 2 1 Group Judging Shows – New Clause**

MOVED A McIlrath

SECONDED J Bryson

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

THAT DOGS NSW Regulations Part II-Show be amended to include a new clause, numbered 8A(2)(h) to read as follows:-

8A(2)(h) Class 2 is not to be offered, if accidentally listed, all exhibits entered in Class 2 to be transferred to Class 3 before the catalogue is produced.

CARRIED

C Rafton **ABSTAINED**

MOVED S McFadden

SECONDED J Bryson

THAT the Minutes of the Show Committee meeting held on 17 September 2025 be **received**.

CARRIED

S Oliver, G Vernon **ABSTAINED**

8.7 **Sporting Committee – 16/9/2025**

8.7.1 **Herding Working Party – Address
(Refer Item B, above)**

8.7.2 **Note for Board – Item 7: Approval of Show Dates**

The Board **noted** the Committee's decisions in relation to Trial/Test Dates.

CARRIED

MOVED G Spagnolo

SECONDED S McFadden

THAT the Minutes of the Sporting Committee meeting held on 16 September 2025 be **received**.

CARRIED

9. **DOGS AUSTRALIA MATTERS**

9.1 **EM#214 – Recognition of Yakutian Laika as a Herding Breed – APPROVED**

MOVED G Spagnolo

SECONDED A McIlrath

THAT the approval of EM#214 for the recognition of the Yakutian Laika as a Herding Breed be **noted**.

CARRIED

9.2 **ANKC Ltd 2025 AGM Agenda**

The Board **noted** the ANKC Ltd 2025 AGM Agenda.

9.3 **ANKC Ltd October 2025 Board Meeting Agenda
(Refer Item C, above)**

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10. CORRESPONDENCE

10.1 Aberdeen Highland Games

Director A McIlrath advised the meeting that he had discussed the request from Ms Vicki French, Aberdeen Highland Games Committee Members, with Director K Charnock and they will contact the organisation to discuss options for DOGS NSW to be involved in the event in the future.

MEETING CLOSED: 5.18pm

NEXT MEETING: **Electronic Meeting – Friday 24 October 2025**
 RNSWCC 2025 Annual General Meeting – Wednesday 5 November 2025
 commencing @ 7.30pm
 Face to Face Meeting – Wednesday 12 November 2025 commencing @ 2.00pm

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