



MINUTES of a meeting of the BOARD OF DIRECTORS held on **Wednesday 10 December 2025** commencing at 2.00pm.

PARTICIPATION:

R Sinclair	A McIlrath (by Zoom)
C Rafton	J Bryson
N Curwen	S Hannigan
G Vernon	A Moy (by Zoom)
K Charnock	V Harris
L Brand (by Zoom)	T Hofman
K Hedberg BVSc	P Brown

IN ATTENDANCE:

V Gagan-Wilson (Company Secretary)
L Hadley (Committee Secretary/Examinations Administrator)

For part of meeting:

A Khamis (Operations Manager)

APOLOGIES: S McFadden

MOVED T Hofman

SECONDED G Vernon

THAT the apologies be received.

CARRIED

A. Recording of Board Meeting

MOVED K Charnock

SECONDED G Vernon

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

B. Confirmation of Review of READING ROOM

MOVED K Hedberg BVSc

SECONDED G Vernon

THAT Directors in attendance at this meeting confirm that they have read and understand the documents contained in the BoardEffect Reading Room as @ 10 December 2025.

CARRIED

B.1 Consent Agenda

Director T Hofman also suggested consideration be given to a “Consent Agenda” which would bundle routine, non-controversial items (like previous Minutes, reports, etc) into a single block on the Agenda, allowing them to be approved quickly with one motion and vote, saving time and focusing discussion on more significant issues by expecting members to review materials beforehand. Board members can request an item be moved off the Consent Agenda for discussion if needed.

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C. Directors Updates

****At this time Directors will be invited to give a brief (3 minute) update on the work/projects they are currently undertaking and what initiatives they have introduced, or plan to introduce to benefit DOGS NSW.**

Director C Rafton

- Spring Fair:
 - an additional Judge (total 9) to most previous years has been contracted given the increased number in the 2025 show, and to ensure that the judging finishes within a timely manner.
 - One Judge contracted for 2027 is in fact now judging in 2026 due to a cancellation of his appointment in 2025 for another Club in New South Wales. The appointment will now be moved to 2028 to avoid any loss of entries due to the close timing of these assignments.
- Members Education:
 - Committee members yet to be finalised, however, the Committee Secretary/Examinations Administrator has informed me that the program used for the examinations of Members Education and the Prefix Program will be introducing new features in relation to security improvement to verify the identity of those sitting exams and to videotape/record eye movement regarding documents on a desk being referred to during closed exams
 - A motion to Dogs Australia will be drafted for submission in regard to this program being used for all new breeds being introduced so that current licensed Judges can sit an Open Book Examination on them with the same feature of:-
 - a) program, marking
 - b) immediate results being available once completed

Director K Charnock

- Practical Examinations for Novice, Obedience, Rally, Dances With Dogs and Trick Dog were recently conducted at which several Directors attended.

Director K Hedberg BVSc

- Dealing with various emails

Director V Harris

- Focusing on the Region
- Will continue to pursue ANKC for allowance of Obedience Trials not to have all classes due to the difficulty in contracting UDX Judges.
- Have been campaigning Regional Judges to attain their Rally qualification.
- Implement better a training schedule for dog sports and conformation to avoid Judges having to come to Sydney.
- Working on fast tracking a Fast N Furious trial as there is a Club in the Region that is hoping to conduct the event in conjunction with their show on 26 September 2026.
- Consideration being given to change Rally Rules the new rule that dogs can only compete at 6 months of age.
- Working on bringing harmony to the SprintDog™ community.

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Director P Brown

- Currently working on rescheduling the Fast N Furious event that was recently cancelled due to the extreme weather.
- Working with the new Public Relations Committee on the 2 upcoming events, ie, Canine Sports Spectacular and Sydney Royal.
- Participation in the recent Strategic Planning session.

Director J Bryson

- Initiated discussion on the levy.
- Was successfully in getting the Dam of Merit Title through Dogs Australia which is now generating income for all State Controlling Bodies.
- Running the 2025 Christmas Show.
- Suggestion to appoint an Appeal Panel for the CJEP Practical Examinations

Director S Hannigan

NIL to report at this time.

Director T Hofman

- Developing a suite of child safety policies which includes a Code of Conduct and Statement of Commitment and linking those to DOGS NSW Regulations Part XI-Inquiries, Investigations & Appeals.
- Looking to revamping the current Regulations.
- Pursuing a funding grant through NSW Government
- Have established a contact with the Office of the Childrens Guardian who has offered to check the documents I am drafting on child safety
- Investigating incorporation vs non-incorporation for our Affiliates.
- Involvement in Strategic Planning
- Attended the recent Disputes Assessment Panel meeting
- Reviewing timeframes for Judicial matters
- Assisting members with aggressive dog matters and our Health Welfare Charity.
- Agrees with Director J Bryson's suggestion to appoint an Appeal Panel for the CJEP Practical Examinations

Director N Curwen

- DOGS NSW Southern Region failed to achieve a quorum for its AGM recently and the current Executive have all resigned. Therefore, the AGM has been rescheduled for 4 January 2026 to be held at Wagga Wagga. Nominations are at hand for all the Executive positions. Once those positions are filled the Region can move forward to activities like hosting a Fast N Furious Event.
- The Region shows for 2026 will be hosted by Harden-Murrumburrah Kennel Club Inc.
- I have called a Judges Committee meeting for Tuesday 16 December 2025 to address any outstanding matters.

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Director G Vernon

- Held the first Show Committee meeting last week and the team has already commenced working on the 2027 calendar. Not an easy task to do effectively and early for Secretaries to contract Judges.
- Have identified some Specialty weekends have 2-3 shows but no All Breeds.
- Obtained copy of Dogs ACT 2027 Calendar which will assist in avoiding clashes.
- Added SprintDog™ and other sporting events to the 2026 Calendar.
- There are some Regulation changes in the Show Minutes for today's meeting.
- Considering conducting a Fast N Furious event on 13 March 2026 which is a Friday night along with cluster shows.
- Looking to participate in the Great Cattle Dog Muster in 2027, already holding meetings, and DOG NSW will need to appoint an Administrator again.
- Agrees with Director J Bryson's suggestion to appoint an Appeal Panel for the CJEP Practical Examinations.

Director A Moy

- Thinking of ways to streamline approval Committee Minute approvals.
- Agrees with Director J Bryson's suggestion to appoint an Appeal Panel for the CJEP Practical Examinations
- The Region recently held a Christmas Party in Mudgee.
- Focusing on the future of the Western Region. Left out of survey.

Director L Brand

- Involvement in Strategic Planning which is a must for the organisation moving forward.
- Consideration needs to be given to amending the Articles to be inclusive for all dogs.

Director A McIlrath

NIL to report at this time.

Chairman R Sinclair

- Looking to implement DOGS NSW awards for members who go above and beyond.
- Development of a Board calendar – who do we need to see, where do we need to be and how do we collaborate at events together and what Directors will be attending what events.
- Develop an action list.
- Ensure sporting disciplines and regions are considered in all conversations.
- Develop a knowledge tree and put out expressions of interest for members to opt in and offer up their skills to assist DOGS NSW with our strategy and projects. EOI template to go out in the New Year.
- Looking to conduct a youth forum in the next 3-6 months
- Conduct quarterly “town halls” with all members, metropolitan and regional, to ensure members get to meet and discuss issues directly with members.
- Develop a stewarding plan with major stakeholders of the business, Government officials, industry partners, schools and corporate organisations
- Develop a presentation series for key groups to come and present to us on key business components.
- Develop a State Dog performance Plan with the key sporting groups.

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IN CAMERA

1. CONFIRMATION OF PREVIOUS MINUTES

MOVED N Curwen

SECONDED K Hedberg BVSc

THAT the Minutes of the following Board Meetings, be **confirmed**:-

1.1 **Additional Meeting – 21/11/2025**

1.2 **Electronic Motion – 24/11/2025 – Committee/Working Party Memberships**

CARRIED

2. PRIORITY MATTERS

2.1 Strategic Planning

2.1.1 Strategic Planning Committee – 27/11/2025

MOVED K Hedberg BVSc

SECONDED K Charnock

THAT the Minutes of the Strategic Planning Committee meeting held on 27 November 2025 be **received**.

CARRIED

For the Office: To remind Committee members of the need to action items required for the next meeting.

3. GENERAL BUSINESS TO BE DEALT WITH IN CAMERA

3.1 Executive Committee Decisions - NIL

3.2 Operations Manager's Report

3.2.1 Recommendations 1, 2 & 3: Item 1.3: Minimum Requirements for Affiliate Annual Reporting

3.2.1.1 Recommendation 1

3.2.1.2 Recommendation 2

Recommendations 1 & 2 were **REFERRED** to Directors T Hofman and G Vernon for further investigation to identify what documentation is essential.

3.2.1.3 Recommendation 3

MOVED J Bryson

SECONDED G Vernon

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

THAT the Board approve the waiving of any past/outstanding annual reports not submitted to lift the burden from Affiliates.

CARRIED

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MOVED C Rafton

SECONDED G Vernon

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

CARRIED

3.3 Finance Committee – 27/11/2025

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

MOVED G Vernon

SECONDED N Curwen

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

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

CARRIED

C Rafton, K Charnock ABSTAINED

MOVED K Hedberg BVSc

SECONDED N Curwen

THAT the Minutes of the Finance Committee meeting held on 27 November 2025 be **received**.

CARRIED

C Rafton, K Charnock ABSTAINED

3.4 Judges Committee

The Board noted that this Committee did not meet.

3.5 Serious Animal Welfare Committee

The Board noted that this Committee did not meet.

3.6 Company Secretary's Report

3.6.2 Recommendation 2 – Item 1.2: DOGS NSW Regulations - AMENDMENTS

3.6.2.1 Recommendation 2 – Item 1.2.1: Part I-The Register & Registration, Clause 11.9

MOVED K Hedberg BVSc

SECONDED S Hannigan

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

THAT DOGS NSW Regulations Part I-The Register & Registration, Clause 11.9, which reads as follows:-

11.9 A prefix that is or has been registered in the name of a member whose membership has been suspended may not be transferred to, used by or registered in the name of any other person in the period of 12 months next following the last day of the period of suspension of the member's membership. (12/98)

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Be amended to read:-

- 11.9 A prefix that is or has been registered in the name of a member whose membership has been suspended may not be transferred to, used by or registered in the name of any other person **in during** the period of ~~12 months next following the last day of the period of~~ suspension of the member's membership **(Refer also Clause 11.8, above). (12/25)**

CARRIED

3.6.2.2 Recommendation 3 – Item 1.2.2: Part II-Show, Clause 5.7

MOVED K Charnock

SECONDED T Hofman

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

THAT DOGS NSW Regulations Part II-Show, Clause 5.7, which reads as follows:-

5.7 *All information relevant to a trial - including schedules, Judge changes, course maps, run orders, venue details and time changes - should be shared either:-*

- *On a publicly accessible Facebook page, and/or*
- *Via email to all competitors, using the entry platform where this is technically feasible. (08/25)*

For any trials with capped entries, the following should be clearly stated in the publicly available schedule:-

- *That entries are capped,*
- *The planned date and time entries will open (the Club has the right to change these details if needed),*
- *The platform through which entries must be submitted. (08/25)*

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Be amended to read:-

5.7 All information relevant to a trial - including schedules, Judge changes, course maps **(for Agility ONLY)**, run orders **(for Agility ONLY)**, venue details and time changes - should be shared either:-

- On a publicly accessible Facebook page, and/or
- Via email to all competitors, using the entry platform where this is technically feasible.

(08/25)

For any trials with capped **/ballot** entries, the following should be clearly stated in the publicly available schedule:-

- That entries are capped **/being run by ballot**,
- The planned date and time entries will open (the Club has the right to change these details if needed),
- The platform through which entries must be submitted.

(12/25)

CARRIED

MOVED K Hedberg BVSc

SECONDED N Curwen

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

CARRIED

3.7 **Aggressive Dogs Committee**

The Board noted that this Committee did not meet.

MOVED K Charnock

SECONDED G Vernon

THAT standing orders be suspended to bring forward Item 5.2.7, below, to be discussed at this time.

CARRIED

MOVED K Charnock

SECONDED G Vernon

THAT Neil Curwen be nominated as Chair of the Aggressive Dog Committee.

There being no further nominations, **Neil Curwen** was elected as **Chair** of the **Aggressive Dog Committee**.

CARRIED

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MOVED K Charnock

SECONDED G Vernon

THAT the Chair submit nominations for the membership of the Aggressive Dog Committee and convene a meeting within 24 hours to consider all current matters awaiting a decision by the Committee.

CARRIED

For the Company Secretary: To obtain approval of the Aggressive Dog Committee membership by Electronic Motion.

3.9 Conformation Judges Examinations Committee – 3/12/2025

Meeting recessed @ 4.07pm

Meeting resumed @ 4.23pm

MOVED K Charnock

SECONDED G Vernon

THAT the Minutes of the Conformation Judges Examinations Committee meeting held on 3 December 2025 be **received**.

CARRIED

C Rafton, K Charnock ABSTAINED

3.10 Election of Chairs

3.10.1 Conformation Judges Training Committee

MOVED C Rafton

SECONDED S Hannigan

THAT Brad Santas be nominated as the Chair of the Conformation Judges Training Committee.

There being no further nominations, **Brad Santas** was elected as **Chair** of the **Conformation Judges Training Committee**. The Co-ordinators need to now be nominated by the Chair for the Board to approve by Poll so that the Program can commence in the New Year.

CARRIED

3.10.2 Conformation Judges Examination Committee

MOVED C Rafton

SECONDED G Vernon

THAT the Chair of each of the Conformation Judges Training Committee and the Conformation Judges Education Committee be required to participate in each other Committee's meetings.

CARRIED

MOVED C Rafton

SECONDED J Bryson

THAT voting be by poll and that the Operations Manager and the Committee Secretary/Examinations Administrator act as scrutineers.

CARRIED

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On counting the votes **Lynette Brown** was elected **Chair** of the **Conformation Judges Examinations Committee**.

CARRIED

4. GENERAL BUSINESS

4.2 Australian Stockdog Club of NSW Inc

For the Chair of the Sporting Committee: To seek the assistance of the Herding Working Party to work with the Club in an effort to provide assistance to the Club so that they remain affiliated.

5 BUSINESS ARISING FROM MINUTES

5.2 Committee Appointments

(Refer Item A-BOD Minutes 12/11/2025)

MOVED C Rafton

SECONDED K Charnock

THAT all members nominated for the following Committees/Working Parties be approved:-

- 5.2.1 **Breed Standards Committee**
- 5.2.2 **Honours Working Party**
- 5.2.3 **Obedience, Tracking & Performance Disciplines Committee**
- 5.2.4 **Public Relations Committee**
- 5.2.5 **Regional Committees Working Party**
- 5.2.6 **Sporting Committee**

5.2.7 Resignation as Chair of Aggressive Dog Committee

MOVED C Rafton

SECONDED K Hedberg BVSc

THAT the resignation of Mrs Pauline Hartwell as Chair of the Aggressive Dogs Committee be accepted with regret.

CARRIED

L Brand ABSTAINED

5.2.8 Chair of Obedience, Tracking & Performance Disciplines Committee

MOVED G Vernon

SECONDED T Hofman

THAT the correspondence from the following members in respect of the appointment of the Chair of the Obedience, Tracking & Performance Disciplines Committee be **noted**:-

- P Hartwell
- T Knox
- B Horsfield
- D Maher
- V Andrews

CARRIED

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5.2.9 **Resignation as DOGS NSW Delegate – National Herding Committee**

MOVED C Rafton
THAT the resignation of Ms Karen Edwards as DOGS NSW Delegate on the National Herding Committee be accepted with regret.

SECONDED K Hedberg BVSc

CARRIED

MOVED C Rafton
THAT Ms Kathryn Griffiths be appointed as DOGS NSW Delegate on the National Herding Committee.

SECONDED T Hofman

CARRIED

6. **JUDICIAL MATTERS**

6.1 **Judicial Co-ordinator's Report**

6.1.1 **Inquiry Table**

6.1.2 **Disputes Assessment Panel Report – 9/11/2025**

6.1.2.2 **Recommendation 2 – Call for Expressions of Interest – Judicial Panel Members**

MOVED K Charnock
THAT Recommendation 2, which reads as follows, be approved:-
THAT the Board support the suggestion of the Judicial Panel Co-ordinator to call for EOI's in February 2026 for Judicial Panel members (noting that Disputes Assessment Panel members **MUST** come from the approved list of Judicial Panel members).

SECONDED P Brown

CARRIED

MOVED N Curwen
THAT the Judicial Co-ordinator's Report be **received**.

SECONDED G Vernon

CARRIED

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OPEN MEETING

7. MOTIONS ON NOTICE

7.1 Videotaping Board Meetings

MOVED T Hofman

SECONDED K Charnock

THAT DOGS NSW commence videotaping the general section of its Board Meetings commencing in February 2026 (ie, 1st meeting of 2026?) with the video being available for viewing by all members for a period of 30 days via DOGS NSW website **be accepted in principle.**

CARRIED

L Brand, J Bryson AGAINST

The Company Secretary wished it to be noted that she does not give permission to be included in any video to be published to the members.

For the Company Secretary: To strive to have the “for publication” version of the Board Minutes published on the website in a timely manner.

8. MONTHLY REPORTS

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

8.1 Media & Government Legislation Committee – 26/11/2025

8.1.1 Note for Board – Item 3.3 & 5.4: Brachycephalic Breeds & RSPCA Activities
(Refer item 8.7.2 – BOD Minutes 12/11/25)

*It was RESOLVED that Recommendation 1, which reads as follows, be approved: -
THAT Recommendation 2, which reads as follows, be approved:-
THAT Dr Karen Hedberg be requested to provide information and advice on the management and testing of Brachycephalic breeds to the Media & Government Legislation Committee.*

CARRIED

The Board noted the information contained in **ANNEXURES C & D** of the Media & Government Legislation Committee Minutes of 26/11/2025.

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MOVED C Rafton

SECONDED K Hedberg BVSc

THAT the following persons be appointed as Directors of the RNSWCC Health & Welfare Charity Trust:-

- Hugh Gent OAM
- Brian Crump
- Karen Hedberg BVSc
- Malcolm Craig KC
- Kim Crumpton
- Rebecca Coventry
- Ann Fieldhouse
- Lynette Brown
- Ross Sinclair (DOGS NSW President)

CARRIED

8.3 Show Committee – 3/12/2025

8.3.1 Note for Board – Item 7: Approval of Show/Event Dates

The Board noted the decisions of the Committee in relation to Show/Event dates.

8.3.1.1 Item 7.3.10: Bernese Mountain Dog Club of NSW

The Board noted that the Bernese Mountain Dog Club of NSW have been approved to change the date of its Championship Show for 2026 only due to the change to the Show Calendar, however, it is expected that the Club will retain that date as a permanent date.

8.3.2 Recommendation 1 - Item 10.3: DOGS NSW Regulations Part II-Show, Clause 4.2A & 4.3 – AMENDMENT

MOVED C Rafton

SECONDED K Charnock

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

THAT DOGS NSW Regulations Part II-Show, Clauses 4.2A & 4.3, be amended as follows:-

Currently reads:-

4.2A *No approval will be given to an application for a show which has not been lodged, or does not fully comply with the requirement of Regulation 4.1, at least three (3) months before the proposed commencing day of the show without the approval of the Board of Directors.*

The Board, at its discretion, may impose a fine in addition to any other fees incurred. (08/17)

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- 4.3 A date which has been fixed for the holding of a Recognised Show and which has been approved by the Board of Directors shall not be altered without the consent of the Board of Directors provided that such date shall not be postponed for more than one (1) month and any cancellation must be notified in writing to DOGS NSW.

Be amended to read:-

- 4.2A No approval will be given to an application for a **confirmation** show which has not been lodged, or does not fully comply with the requirement of Regulation 4.1, at least three (3) months before the proposed commencing day of the **confirmation** show. ~~without the approval of the Board of Directors:~~

~~The Board, at its discretion, may impose a fine in addition to any other fees incurred:~~

- 4.3 A date which has been fixed for the holding of a Recognised **Confirmation Show/Trial/Event** and which has been approved by the ~~Board of Directors~~ **Show/RAFT/Agility/Sporting/OTPD Committee's** shall not be altered without the consent of the ~~Board of Directors~~ **Show/RAFT/Agility/Sporting/OTPD Committee's** provided that such date shall not be postponed for more than one (1) month and any cancellation must be notified in writing to DOGS NSW.

Effective from 1 January 2026

AMENDMENT

"Failure to comply with Clauses 4.2A & 4.3 will attract a fine in accordance with the current penalty regime"

CARRIED

8.3.3 **Recommendation 2 – Item 10.6: 25 January 2026**

MOVED T Hofman

SECONDED P Brown

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

THAT the Complex Fundraising Working Party conduct two (2) Championship Shows on the 4th Sunday, ie, 25 January 2026 only. Show 1: All Breed Championship Show. Show 2: a Group Show. Boths Shows capped at 60 dogs per Group.

CARRIED

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8.3.4 **Recommendation 3 – Item 10.8: Lake George & Others**

8.3.4.1 **Recommendation 3A**

MOVED P Brown

SECONDED V Harris

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

THAT a new Clause to be inserted into DOGS NSW Regulations Part II-
Show as follows:-

5.1(d)(ii) All Executive Committee of an Affiliate **MUST** be listed at
the front he catalogue.

AND

THAT current Clause 5.1(d) be renumbered to 5.1(d)(i)

CARRIED

8.3.4.1 **Recommendation 3B**

MOVED P Brown

SECONDED V Harris

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

THAT due to a typographical error in the current Clause 5.1(b)(viii) as
follows:-

(viii) *Should an Affiliate of a recognised Show advertise that
members of the Committee of Executive Committee are not
eligible to enter or exhibit.*

Be amended to read:

(viii) *Should an Affiliate of a recognised Show advertise that
members of the Committee **of and** Executive Committee are
not eligible to enter or exhibit*

CARRIED

8.3.5 **Recommendation 4 – Item 10.11: Extreme Heat Policy**

MOVED K Hedberg BVSc

SECONDED P Brown

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

THAT DOGS NSW Regulations Part II-Show, Clauses 19.1.2, which currently
reads:-

19.1.2 *Where the Bureau of Meteorology NSW (“BOM”) forecast on the BOM
App (<http://www.bom.gov.au/app/>) for the location at or nearest to
any show at 10.00am on the day before the scheduled commencement
time of the show, indicates Extreme Weather for the date of the show,
the following will apply:- (02/17)*

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Be amended to read:-

19.1.2 Where the Bureau of Meteorology NSW (“BOM”) forecast on the BOM App (<http://www.bom.gov.au/app/>) for the location at or nearest to any show at 10.00am **on the two days** before the scheduled commencement time of the show, indicates Extreme Weather for the date of the show, the following will apply:- **(02/17)**

CARRIED

8.3.6 Recommendation 5 – Item 10.13 – Fast N Furious Show NOT on a Sunday

MOVED K Charnock

SECONED P Brown

THAT the rescheduled Fast N Furious Event be held on Friday 13 March 2026 along with Liverpool & District All Breeds Kennel Club who run a cluster of shows on the Saturday and Sunday giving seven (7) shows on offer at the Sydney Base over that weekend.

CARRIED

MOVED T Hofman

SECONDED K Hedberg BVSc

THAT the Minutes of the Show Committee meeting held on 3 December 2025 be **received**.

CARRIED

9. DOGS AUSTRALIA MATTERS

10. CORRESPONDENCE - NIL

MEETING CLOSED: 6.47PM

NEXT MEETING: Additional Board Meeting – Orchard Hills Lease – Monday 15 December 2025 @ 2.00pm via Zoom Conferencing

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