

SUMMARY
BOARD MEETING
Monday 28 November 2022

Dogs Queensland Insurance Broker was welcomed to the meeting with the following matters on Dogs Queensland Insurances addressed:

- Insurance cover for Judges noting either Voluntary Workers' Personal Accident Insurance (Voluntary Workers' Cover) or Public Liability Insurance applied. Discussion followed on refunding petrol costs incurred noting the key word was 'reimbursement'. The Judge would be voluntary worker.
- Clubs running events with the public attending noting Dogs Queensland were to approve the event. Public Liability Insurance would apply for such activities as it was not considered a hazardous activity provided the dogs were not regarded as dangerous breeds.
- New event such as the Disc Dogs organisation which had its own insurance cover. This was a new discipline and an approved event therefore Dogs Queensland should notify the Insurer to cover any new activities.
- For activities run in conjunction with another organisation, the organiser of the event should have insurance cover. However with joint events, establishing liability may take time and it was important both organisations held insurance cover.
- A Dogs Queensland Club running an event under the auspices of another organisation and the activity had been approved by Dogs Queensland. The Club would be covered by Dogs Queensland Public Liability Insurance if an incident occurred.
- Insurance cover should an exhibitor or random person on the ground be injured and any exceptions to be aware of. If the person was an employee, Workers' Compensation insurance would apply plus a claim under Public Liability insurance could also be made. The Voluntary Workers' Cover may also apply depending on what the person was doing and the activity. However, legal action was often taken against the Club or the owners or hirers of the ground. It was noted there was a significant duty of care for Dogs Queensland at Durack and every Club was to maintain its grounds and buildings.
- Judges charging a fee per dog or per day with two possibilities arising namely a deemed employee with a Workers' Compensation claim and the right to sue under the Public Liability insurance. Two claims could be made although the claims could not be cumulative.
- Payments to Stewards for fuel money of ~\$20 per day. The person was not considered an employee and no tax was deducted. Voluntary Workers' Cover would apply plus there was the right to take separate legal action against the person responsible for the harm caused.
- Situations where a Judge had a contract and payment was not included in the terms although this may in fact occur. The issue was usually only relevant if an incident occurred and a claim was made. The Insurance company would request copies of all relevant paperwork.
- Benefit for loss of income under the Voluntary Workers' Insurance. The Insurer would ask for payslips regarding the person's normal work or business. There was a limit of \$2,000 per week, limited to 85% of the amount of the wage or income up to 104 weeks from the date of the incident or disability occurring. A seven day excess also applied meaning the first seven days were not paid.

The increase in insurance premiums from \$69Kpa to \$81Kpa was discussed noting the reasons included general market conditions and claims made by the Club. General Manager advised Chris Graham had worked with and assisted Dogs Queensland on insurance matters noting the broker fee was \$5K per year.

The Board resolved to accept the Insurances renewal and premium payable as outlined.

Apologies and Leave of Absence

The leave of absence for Ulla Greenwood was noted.

Declaration of Conflicts of Interest

A conflicts of interest in one agenda item was noted for Vicki Schneider and Mandy Schelbach and both did not vote on the matter. There were no other declarations of conflicts of interest.

Previous Minutes

Minutes of Board Meeting – 24 October 2022

The minutes of the previous Board Meeting held on 24 October 2022, as amended, were adopted as a true and accurate record of the meeting.

Summary of previous Minutes – 5 October 2022

The Summary of Minutes for 5 October 2022 was accepted with the Summary to be published to members on the Dogs Queensland website.

Action Items

Action Items

The Action Items were noted, including updates provided and items completed, with the revised Action Items attached to these Minutes.

The following matters were considered further:

- Junior Handler Committee – Risk Management Strategy 2022 noting the links provided in the papers. The links would be posted on the Dogs Queensland website and updates provided to the CJC to pass onto judges. Discussion followed on photographs or videos being taken at events particularly if children were involved noting examples of other organisations protocols, the differences between public areas and members events and the options available to obtain consent to ensure children were protected. The new membership form would need to address the photography/videoing issue and approval or waiver provided by the parents. The issue of consent was of concern with GM advising the AFL had a policy with appropriate wording on child safety and wellbeing which was forwarded to MS and the General Manager. There was difficulty in applying a blanket rule whilst not wishing to deter children from participating in events. However, there was a need to raise awareness and provide education on the issue as well as parents taking responsibility to protect the welfare of their children. Directors considered the issue was of concern with further discussion required.

Ongoing Matters

Mr J Cook – Emailing Certificates

The Constitution and Rules Committee had discussed the matter with a recommendation to trial the system.

Directors agreed to trial the new certificate/self-serve process at the 17 December 2022 show and Christmas/New Year events to obtain member feedback to enable further consideration of the procedures and ongoing use.

Royal Canin – 2023 Sponsorship Contract

Directors noted the information provided with negotiations ongoing with Royal Canin.

Safety Work at Durack

Directors noted the information and quotes provided by contractors with discussion following on addressing the safety issues and taking immediate action for the two areas identified. General Manager advised Brix Electrical had provided services previously without any issues.

Directors agreed:

- a) The two identified areas be immediately roped off with no access allowed until the rectification work had been completed.
- b) To proceed with Brix Electrical to undertake the required electrical work urgently at a cost of \$32,015.10 (inclusive of GST).

Items from Zonal Meetings

General Manager advised the Zone meeting was held on 21 November 2022 with no negative feedback received.

Canine Welfare Officer

General Manager advised the Canine Welfare Officer role was yet to be progressed with the position to be recognised in the Budget and a plan developed on how to move forward with the role.

Durack Undercover Area

Directors noted it had been proposed to hold the 12 December 2022 at Caboolture to view the facilities however, the person involved in the construction was not available. General Manager commented pictures of various undercover facilities had been provided and a Geosurvey would need to be completed at Durack to determine the type of structure which could be constructed. There were more urgent issues to address with the item deferred although it would be retained on the action list.

Directors agreed the next Board meeting be held at Durack as the Caboolture visit was not practicable.

Final Stage of Sporting Field

General Manager advised meetings had been held with various parties to discuss options for the Sporting Field. It was suggested feedback be obtained from Clubs and Subcommittees, particularly on the matter of whether a fence was to be erected. The matter was to be considered at the 23 January 2023 Board meeting.

Discussion followed on the works needed to be undertaken on the Sporting Field noting quotes needed to be obtained and the priority to fix surrounding roads on the grounds. The legal obligation on whether trees were required to be planted needed to be investigated further. The area was considered unsafe to use for sporting events given the unevenness of the surface caused by the extensive rain events. There was the need to complete the fill first noting Dogs Queensland may have to pay for topsoil to complete the work. As Lure Coursing events were not scheduled for some time there was an opportunity to fix the issues including the surface, roads and drainage.

Directors agreed quotes be obtained for the work required for the Sporting Field including topsoil.

REPORTS

Finance

Financial Report – October 2022

Directors noted the Financial Report provided. General Manager advised the YTD profit to October 2022 was \$498,546.80 noting there were concerns with the decrease in litter registrations.

Financial Summary - October 2022 - noted.

Budget 2023

Directors noted the information provided and updates circulated. General Manager commented a small loss of ~\$12K had been forecast. Discussion followed on areas of reduced or lost revenue and options to increase income noting the CPI increase of 7.3%. Members would need to be informed of any fee increases should an increase be implemented. General Manager advised with a 5% increase to fees and cuts in expenditure a \$30K surplus could be achieved.

Directors agreed the major fees be increased across the board by 5% except for Titles which would be increased by 8%, rounded up.

Discussion followed on DNA testing with the General Manager requested to discuss with Orivet a reduction in the DNA testing fee charged to members given the increased volumes of work.

Office Reports

Office Report – Week End – 25 November 2022 - noted.

Communications Board Report – November 2022 - noted.

OTHER AGENDA ITEM

Cyber Risk, Data Security & Privacy

Directors discussed the steps being taken by Dogs Queensland to mitigate cyber security, data security and privacy risks. General Manager advised the ANKC Ltd database, Xero and Outlook required two-factor authentication. There was also a proposal to make PC's two-factor authentication which would cost ~\$12,000.

General Manager noted there was an issue with voice recordings retained and data stored electronically. There was also a concern regarding Show Manager data as there was no way to verify the information was secure. The Cyber Security policy covered loss however this was as yet untested.

General Manager advised ID documentation and credit card information was provided in various ways. It was suggested any credit card or ID information should be shredded or deleted after the transaction was processed, although the membership application would be retained. Members should be advised ID documentation would be shredded once membership was approved.

Directors queried whether a risk assessment had been completed with the General Manager advising IT was assisting with this process. Policies may need to be put in place on the storage of members data noting there were external service providers who were able to assist the organisation on the matter. Emails from suppliers and verification of bank account payments should also be addressed with the General Manager

advising he would investigate this matter further. GM advised AICD had information on cyber security which he would forward to the General Manager.

Dogs NSW – Companion Animals Amendment (Puppy Farm) Bill 2021 – Letters to Politicians - noted.

ANKC Matters

October 2022 ANKC LTD Board Meeting Minutes – confirmed - noted.

October 2022 ANKC LTD Annual General Meeting Minutes – confirmed - noted.

ANKC – Committee Representatives

Directors discussed and agreed Patrice Johansen be appointed as the Dogs Queensland representative to the Breeds Council Liaison Committee of Dogs Australia.

Discussion followed on reserve groups and awarding group points not challenge points. General Manager advised he was awaiting confirmation on the regulation to update the Club Rules.

NBA Database Meeting Minutes held 26 October 2022 - noted.

COMMITTEES

Durack Grounds Committee

Grounds Committee Latest Minutes

Directors noted the information provided with the following matters highlighted and discussed:

- The sprayer had been received and was being used.
- MS and CR had been tasked with addressing the repairs to the shelters.

Quote to alleviate drainage problems on Rings 1-10

Directors noted the information and quotes provided with discussion following on:

- Fluro lights be installed in unlit areas.
- Options to fix the drainage issues and whether to direct the stormwater to tanks or to drains. It was suggested any drainage rectification work be undertaken at the same time as the electrical work. The location of tanks next to the shelters was not feasible noting the shelters were not designed correctly, cast shadows and could be better utilised. The direction of where the water was to be channelled required further investigation with the suggestion the water be channelled both ways to ensure any rectification work already completed was not damaged.

Qld Dog Sports Committee

RAFT Issues

Directors noted the information provided including the email to all National RAFT members in response to Dogs NSW raising the issue regarding the use of 'live' game at Retrieving Trials. The demand for Dogs Queensland to write to ANKC Ltd on the matter and review of the rules was not the correct procedure or appropriate way to communicate as it was supposed to be channelled through the Administrators.

Discussion followed on the allegations and the serious implications noting the rules on retrieving, the definition of game or replica game and the standing direction a dog could not achieve a national championship title unless real game was used.

Directors agreed the use of artificial or replica game should be implemented and supported writing to Dogs Australia to request alternatives be implemented to enable championship titles could be awarded to

dogs based on the use of replica/artificial game. A proposal was to be prepared for submission to the February 2023 ANKC Ltd meeting to change the rules to incorporate the use of replica game. It was noted no RAFT trials were scheduled between December 2022 and February 2023.

Conformation Judges Committee

CJC Minutes 15 November 2022

Directors discussed the information provided noting the issue of statements provided on 'fitness to judge'. It was suggested reminders be issued on the signing of statements regarding fitness to judge. It was noted the CJC Show scheduled for 13 and 14 May 2023 would not be held however the ordering of dog food should not be cancelled at this time.

National Canine Health & Wellbeing Committee

2023 Meeting: Call for agenda Items - noted.

Constitution & Rules Committee

Minutes from Constitution and Rules Committee Meeting

Directors noted the information provided and the considerable work by the Committee on the training for Panel members and the complex issues raised by the draft Rules of Association for incorporated affiliates. It was noted there were jurisdictional issues and the proposed Queensland residency requirements may disadvantage some clubs and result in the loss of valuable people. There was a consensus Committee members should reside in Queensland however further consideration was required on the issues.

Other Committees

Life Membership Committee Report to the Board

Directors noted and discussed the information and recommendations provided. Directors agreed Mr Robert (Bob) Mills and Mr Chris Pain be awarded life memberships of Dogs Queensland.

SHOW MATTERS, SHOW/TRIAL DATES AND CLUB MATTERS

Show Dates

Beagle Club of Queensland Inc 2023 National Location

Directors discussed the information provided and agreed the request from the Beagle Club of Queensland Inc regarding the 2023 National Show location be denied.

Show Dates for Approval

Directors discussed the information provided and **agreed** to the requests, noting:

- The Bull Terrier Club of Qld dates were to be confirmed by the General Manager.
- The Qld Gundog Association were to be requested to make their show dates permanent.
- Nanango Kennel Club with the availability of the showgrounds venue an issue. The Club wanted to revert to the usual September show dates which had been moved due to the API show.

Club Matters

Expression of Interest – Grant for Rhodesian Ridgeback National Show – August 2023

Directors noted and discussed the information provided. Directors agreed a grant of \$1,000 be provided to the Rhodesian Ridgeback Club Of Qld to assist with the Club's National Show on 11-13 August 2023.

Incident at Gold Coast CC and Beenleigh KC Shows

Directors noted and discussed the information provided including training and support for Show Managers and Stewards and ensuring refresher training was undertaken. Consideration was required on monitoring the refresher training and when it was due.

Old Bulldog Club Health Scheme

A verbal update was provided noting discussions were ongoing with two representatives from the Health Committee to attend the French Bulldog Club AGM. An update would be provided at the January 2023 Board meeting.

NEW MEMBERS FOR APPROVAL

New Members for Approval

The 70 new applications for membership received since the last Board meeting on 24 October 2022 were approved. Membership at the 28 November 2022 Board meeting stands at 6,509 plus 819 Community Members.

Discussion followed on membership renewals which were due by 31 December each year with Rules 13.5 and 16.1 noted. Should payment not be received by 31 December there was no 'grace period' provided with a new membership application and re-joining fee required. Members needed to be informed and educated on the issue noting only financial members were permitted to participate in shows and vote at AGMs. Gordon Mayne commented the new Incorporated Association Rules included a 28 day grace period.

CLOSURE AND DATE OF NEXT MEETING

The next Board meeting is to be held Tuesday, 24 January 2023 at 6pm at the Dogs Queensland offices at Durack and by Zoom teleconference.