

SUMMARY
BOARD MEETING
Tuesday, 29 August 2023

Declaration of Conflicts of Interest

Declaration of conflicts of interests on Agenda Items were noted for:

- Duncan McAllister who left the meeting during discussions on the items and had no involvement in any decisions made.

No other conflicts of interest were declared.

Previous Minutes

Minutes of Board Meeting – 17 July 2023

The minutes of the previous Board Meeting held on 17 July 2023 were adopted as a true and accurate record of the meeting.

Summary of Previous Minutes – 27 June 2023

The Summary of Minutes for 27 June 2023 was accepted, with the Summary to be published to members on the Dogs Queensland website.

Summary of Previous Minutes – 23 May 2023 (Amended)

The amended Summary of the Minutes for 23 May 2023 was accepted, with the Summary to be published to members on the Dogs Queensland website.

Action Items

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The Action Items were discussed, noting updates, information provided in the Board papers and items completed.

Ongoing Matters

Canine Welfare Officer

General Manager advised up to 60 applications had been received for the Canine Welfare officer position. Directors agreed a panel comprising the General Manager, Elisa McCutcheon from the Executive Committee and Katrina Santas and Mandy Schelbach from the Board review the applications to determine a short list of three candidates to interview.

Cyber Risk, Data Security & Privacy

General Manager confirmed security was now in place with two factor authentication required for PCs and emails.

General Manager proposed all Directors be allocated Dogs Queensland email addresses with access only available whilst the Director was on the Board. A proposal on Director emails and oversight and management thereof was requested to be provided to the September 2023 Board meeting.

Dogs Queensland/PD Insurance Proposal

Meetings had been held with PD Insurance to discuss the terms of the agreement and practicalities of how the arrangement would operate. PD Insurance was undertaking further work on the wording of the agreement.

Director Expenses Claims

The expenses claims examples provided were yet to be reviewed.

Joint Shows 2024

Discussion to be held as part of Show Matters, Show/Trial Dates and Club Matters.

PST Minutes

Directors noted the PST Minutes and discussed allowing sponsors on the grounds. Rules and guidelines were required and the sponsors should not be in conflict with paying vendors or Dogs Queensland interests.

F2F Governance Training - noted.

REPORTS

Finance

Financial Report – July 2023

Directors noted and discussed the Financial Report for July 2023, including:

- The trend of lower memberships, registrations and issue of prefixes.
- Interest being received from term deposits.

Financial Summary – June 2023 – noted.

Office Reports

Office Report – Week Ending – 25 August 2023 - noted.

OTHER AGENDA ITEMS

Puppy Classes at Durack

Directors discussed the information provided, noting:

- Policies and procedures would be needed with a clean environment provided and vaccinations would need to be up to date.
- Possible opportunity to increase membership.
- Requirement for consistency noting under the Rules puppies were not allowed on the grounds under three months of age.

Directors approved the holding of puppy training classes at Durack for Dogs Sports people for puppies from three months of age, with vaccinations required to be up to date to be able to participate.

Rule Dispensation Requests

Directors noted the information provided with discussion following on each individual dispensation request, noting consistency was required for the decisions made.

Membership Dispensation Requests re Titles

Directors noted the information provided with discussion following on each individual dispensation request regarding Titles. It was noted it was a breach of the Rules to show dogs whilst the person was not a financial member and the receipt of points and Titles was a benefit of membership.

Individuals were responsible for entering details correctly on forms although there was a difference in making a mistake on a form vs not being a financial member and participating in events. Discussion followed on financial membership noting Rule 13.5. A member would be unfinancial if a renewal had not been lodged and paid by 2 January each year.

Directors agreed the dispensation requests for points and Titles be granted for the individuals who had renewed their membership with Dogs Queensland. However dispensation could not be granted where membership with Dogs Queensland had not been renewed.

It was suggested a communication be issued to members advising, to remain financial, renewal and payment was required on or before 1 January 2024. If the individual was not a financial member, they were not entitled to any benefits of membership, including receiving points and titles.

Suggestion re Baby Puppies

Directors discussed the information and suggestion provided noting the idea had been trialled before and was not able to be implemented practicably.

ANKC (Dogs Australia) Matters

Expressions of Interest to conduct FCI CACIB Shows

Directors noted and discussed the information provided, with notices to be issued to clubs seeking interest in holding CACIB Shows.

Electronic Motion #207 – Approval of May 2023 National Obedience & Tracking Committee Meeting Minutes

Noted and approved.

Electronic Motion #208 – Approval of March 2023 National Obedience Committee Meeting Minutes

Noted and approved.

Dogs Australia – Certificates – Judges not required to sign

Directors discussed noting ongoing education and communication that Judges did not need to sign certificates was required with clubs.

Electronic Motion #209: 2022-2023 Audited Accounts - noted.

COMMITTEES

Durack Grounds

Grounds Committee Minutes 09.08.23 August 2023

Directors noted and discussed the information provided, including:

- Street lights, with quote 179 for \$13,976 accepted by the Committee.
- Four Vortex hand dryers, with quote 180 for \$1,991 accepted by the Committee.
- A lawn specialist had re-evaluated the grounds and recommended a renovation at a cost of \$32k plus GST, which was less than the fake grass and did not have the issues of smell etc. The ring areas 1 to 10

would be renovated, with the work to take 10 to 12 weeks to complete. The show schedule had been reviewed with the suggestion the work be undertaken from the end of October 2023 to be ready by January 2024. The bore would be used if watering of the grass was required in the hotter months. The show schedules and work would be managed to minimise any impact.

- Maintenance work required with quotes totalling \$11,550 obtained and accepted by the Committee.
- Loading dock reviewed with the suggestion stairs be installed, which would also provide an additional exit point from the building. Directors agreed with the suggestion to install stairs, with quotes to be obtained.
- Entrance road repair with initial estimated costs of around \$50k with quotes to be obtained.

Directors agreed, in principle, to proceed with the work proposed by the Grounds Committee, noting the details and quotes available on the work proposed. Directors noted the cost of the work totalled ~ \$100k and would include installation of street lights, turf renovation, electrical work and the installation of four hand dryers and maintenance work as outlined in the Grounds Committee minutes.

Qld Dog Sports

Financial Report for July 2023 - noted.

Conformation Judges & Events Managers

A verbal report was provided noting exams had been held with thanks to all involved for their work.

Discussion followed on the after-hours assistance provided by staff in setting up Zoom meetings, with consideration to be given to whether additional staffing was required, options and if additional Zoom licences were required.

Canine Health

Directors noted the Minutes of the Canine Health Committee as circulated. It was noted there were plans for upcoming health lectures and MRI clinics in September 2023, with details to be circulated.

Constitution and Rules

Constitution and Rules Committee – Model Rules of Association

Constitution and Rules Committee Principles

Directors noted the information provided, with minutes of the Constitution and Rules Committee meeting to be circulated. Dogs Queensland Constitution and Rules would be reviewed at the same time to ensure uniformity.

Educational webinars would be provided for clubs together with face-to-face meetings to explain legislative changes, with a focus on duties and responsibilities of office holders. Information would also be published in Paw Prints and the Dog World Magazine and it was suggested the issue be raised at the PST meeting.

Directors resolved to approve the:

- Model Rules of Association for Incorporated Affiliates,
- Implementation plan presentation; and
- Explanatory notes.

Directors acknowledged the considerable work undertaken on the matter by the Constitution and Rules Committee.

Library and Museum

Library Survey

Directors noted the Library Survey prepared and feedback provided on changes required.

Junior Handlers

Junior Handler Report

Directors noted the information provided. The Junior Handler winner plus a chaperone was to be sent to the National Finals in Western Australia noting there was potentially a dog available in WA.

Directors were reminded any information provided or sought from other States should be directed through the General Manager in the first instance.

It was noted the National and State Finals would be held in 2024, with the General Manager commenting dates for 2024 shows were required for Royal Canin allocations by the end of August 2023. Discussion followed on organising Judges for shows noting there was a Blue Card equivalent applied for International Judges.

Marketing and Public Relations

Ekka 2023 Debrief

A verbal report was provided on Ekka 2023 and suggested improvements for 2024, including:

- Additional branding/bannering on the stand was required, a better design to attract the public and access from the front and side to be fully utilised.
- Staff, volunteers and committee members be provided with uniform information and messaging to communicate to the public with the suggestion to conduct a workshop prior to events with a script prepared.
- To obtain quotes for brochures and update marketing material and information to promote Dogs Queensland for the Ekka, Pet Shows and other events.

All staff and volunteers were thanked for their efforts.

SHOW MATTERS, SHOW/TRIAL DATES AND CLUB MATTERS

Show Dates

Show Dates for Approval

Directors noted the information provided with lengthy discussion following on the changes requested.

Directors approved the requests as follows:

Beenleigh KC/Gold Coast CC	Qld Bulldog Club
Bullmastiff Club of Qld	Ipswich KC/Ladies KA
German Shepherd Dog Club, noting the use of the Lure Course was permitted.	Rottweiler Club of Qld provided there were no additional shows.

Directors agreed not to approve the request from the French Bulldog Club of Qld.

The following matters were on hold awaiting further information or confirmation:

Burdekin Canine Club	Nanango KC – written confirmation to be provided, with the date to remain as previously approved.
Labrador Retriever Club of Qld – Barbara Murfet to respond to the club and obtain clarification of dates required.	

The PR and Marketing dates for 2024 were to be referred to ADSS and the Terrier Day 2024 information was noted.

Discussion followed on proposed fundraising shows for Dog of the Year (DOTY), noting arrangements needed to be made and judges organised. The issue of too many shows being held was also raised, noting resources were required to conduct any events held. The following dates for DOTY included:

- 12, 13 and 14 July 2024.
- Proposed double show, with Paws Aid on Anzac Day, 25 April 2024 and a second show to be held on Friday 26 April 2024 to raise funds. It was noted the ADSS shows would not involve fundraising.

Directors approved the DOTY shows for 12, 13 and 14 July 2024, however the ADSS show for 26 April 2024 was not approved.

NEW MEMBERS FOR APPROVAL

New Members for Approval

Discussion followed on the membership applications received since the last Board meeting on 17 July 2023, with 157 new applications approved. Membership at the point of the August Board meeting stood at 5,916 plus 902 Community Members.

LATE ITEMS & GENERAL BUSINESS

Dogs Australia – NDC(A) - NBTs

Directors noted the information provided, with the matter to be referred to the ANKC.

Annual Report in Arrears

Matter to be held over to the next Board meeting.

Project Management Day of Service – noted.

Change of Date – Beenleigh Show Society

The information provided was discussed noting the clashes with other shows and no notice provided. Directors agreed advice be provided to the Beenleigh Show Society that all the breeds, as listed, would not be eligible for the issue of challenges as the date had been changed without notice. The suggestion should also be made to cancel the dog section.

Canine Health Committee Minutes - noted.

CLOSURE AND DATE OF NEXT MEETING

The next Board meeting is to be held Tuesday, 26 September 2023 at 6pm at the Dogs Queensland offices at Durack and by Zoom teleconference.