

OCTC Committee Meeting 16 September 2021

Minutes

Present:

Committee Members: Teo Georgescu (until 9.15pm), Ailsa Hawkins (until 9.45pm), Elaine Limburg, Jean McKinnon, Melissa Paterson, MaryRose Scoular, Dianne Sprott, Lynn van Beers *Non-Committee:* Diana O'Kane

Apologies: Leigh Birchall, Belinda Culling (injured dog), Grace Fleury (injured dog) **(Ailsa/Dianne)**

Meeting opened: 7:08pm

- **Minutes of Last Meeting (15th July,** August meeting cancelled due to covid lockdown)

Accepted as a true and correct record **(Ailsa/MaryRose)**

Matters Arising:

- **Agility Show Sec Delegation** - Leave until next meeting.

- **New Committee Member**

Teo Georgescu attended the meeting and offered to take up the vacant position on committee. Jean moved that Teo be accepted onto the Management Committee, seconded by Jean. Passed unanimously

- **Agility Equipment Standardisation**

The DNZ Agility Committee grant application to upgrade our second set of Agility gear was declined. Diana will approach Lynne Hayde about alternative grant options. It is expected that we will still ask Simon Monson (Southern Steel Fabrication) to undertake the work.

- **Non-members at Training Rule Change**

Elaine has told Jill that the committee was prepared to look into a rule change proposal, with some modifications. Jill was going to let our Obedience members know. Diana will put together a list of pros and cons, and suggestions as to how this might work, to present to the next meeting. Any proposal and rationale needs to be presented to members no less than three weeks before the AGM.

- **Ribbon Grant**

Quote received. As the grant could not be processed in time, a separate order was put in for September ribbons and the grant will apply to ribbons from March 2022 to September 2022 instead. For the grant application to proceed, the committee needs to pass a resolution to apply for a grant from Bendigo Valley.

Ailsa moved that Otago Canine Training Club apply to the Bendigo Valley Foundation for \$3634.36 to purchase ribbons for Agility, Obedience, and Rally-O competitions for 2022 . Seconded by MaryRose. Passed unanimously.

- **PO Box**

Letter provided to NZ Post advising cancellation, form completed, and keys returned. Westpac, Crombie Lockwood, and DNZ have all been advised of the change of address. Address is being changed on various platforms but if anyone spots an old address anywhere, please let Diana know. Dianne will advise Alwyn Isaacs and Anne McLachlan of FPMC.

- **Age of Agility Dogs**

This has been sorted out. Dogs are being accepted from 6 months of age.

- **Secretary Contract**

Needs to be signed. Elaine, Dianne and Diana will be meeting to discuss the Secretary role in the next couple of weeks.

- **Noticeboard**

Elaine has provided options for posting course dates on the noticeboard. Only Canine Companion has been posted so far.

- **Invoicing Foundation Class Attendees**

Diana has drafted an invoice/information sheet that can be given or sent out to new people attending Foundation classes (please see attached). This can be emailed out prior to the course starting, or printed and handed out on the first night. This will hopefully make it more obvious to people what they need to pay and what form to complete, and offers a choice of Temporary or Full membership. Diana is happy to fill in details and email these out, or print them for collection.

There is an ongoing problem with people not paying training fees or membership fees, paying the wrong fee, and not completing forms, and instructors not knowing who has paid and who hasn't. Coordinators must send Diana a list of class participants for each Foundation level course so this can be checked. Ideally class lists for all classes should be sent so payments can be identified. Diana will remind coordinators of this.

- **Level 2 Training and Shows Policy**

Diana has drafted a Level 2 policy for the committee to adopt (see General Business).

- **Policy Document Updates**

The committee agreed that Diana should work on getting the Policy Document up to date.

- **Ongoing** (*no progress to report but not forgotten*)

- Electronic Storage of Club Records
- Instructor Resources on Website (Manuals, Course Notes etc)
- Relocation Survey (on hold)
- Children at Training Policy - Elaine to progress
- Champions List – been sent to MaryRose.

Coordinator Reports:

- **Agility (Leigh Birchall) (Melissa/MaryRose)**

Agility has been going well and we have had a steady stream of new handlers coming through. We have a 'train the trainer' night planned for the 24th of August (*cancelled*). We currently have 3 main trainers taking our classes all year long. Our short term is to get more people comfortable in running classes to give our current trainers a break. Our long term goal is to gain enough confident people to eventually form another class level entirely.

As previously explained we have three classes; Foundation, Beginners and starters/competitors. I would like to see another class level slotted in between beginners and starters/competitors because there is such a big jump between these two classes. There have been some members who have moved up between these classes due to breezing through beginners but then end up struggling in starters/competitors. Realistically, the best case scenario for the future would be splitting starters/competitors into two different classes.

On the 24th August we also have an agility meeting scheduled (*cancelled*) to discuss whether we remain at the Equestrian center instead of transferring between there and Forrester Park. Plans are in motion to move our agility equipment from the equestrian center to Forrester Park on the 7th of September at 7.30pm in preparation for our agility show.

I have had members ask if there is a way to pay for the whole year of classes in one payment. I would like to propose this become an option for next year. Below is a rough idea of what could occur:

Between the 1st of February 2022 and the 8th of November 2022 we can fit in 6 blocks of classes. This would be a total of \$288 (6 x \$48). I suggest we lower the total to \$260 creating a small discount of \$28, which would be total of 3.5 individual classes discounted. This is to encourage more people to consider this option as a payment method instead of paying every 6 weeks for classes.

Along with this payment method we explain to people that there are no refunds if you choose to stop attending classes. If anyone decides to stop attending part way through the year it could result in a small profit for the club as the said member has paid in advance. This payment method does not include the club [*membership?*] fee but would be a simpler option for our long term members and a way to thank our members for their support in attending classes. This example/option of payment would only be doable if they pay this way at the time of the first class.

The annual fee system has been used in the past and for several reasons, it was stopped. The committee did not wish to reinstate it at this stage. Diana will let Leigh know.

Agility classes re-start 14th September.

Thank you for excusing me over the past 3 months and I apologize for not having an agenda written for each month I was away.

Elaine raised the issue of the floodlights needing an electrical check, but there is some question as to whether it is OCTC or FPMC who are responsible for them. OCTC arranged a grant and installed them, but as they are part of the FP building, they may actually be the property of DNZ or FPMC. Dianne will search through her records to see if there is any information on this – if not, she will let Diana and Elaine know so they can try and track down further details.

- **Canine Companion (Lynn van Beers) (Lynn/Jean)**

The July Canine Companion courses were put on hold due to the lockdown with three weeks still to run. This has meant that all courses for the rest of the year have had to be rescheduled/reshuffled. The current classes re-start 15th September and finish 29th September. The final two courses start 6th October and 17th November. This means a finish for the year on 22nd December, which is very late but better than cancelling the last course altogether.

- **Obedience (Diana O'Kane) (Dianne/Melissa)**

From Jill: The Ribbon Trial we ran on Sunday the 15 August had 14 entries from 12 people, not too bad considering our numbers are so low. A number of people from Taieri came which is good and we appreciate their support. Didn't cover our costs as entries came to \$70 and \$9 for gold coin donations for training ring. Vouchers for the 3 judges plus cards came to \$67, and \$30 expenses for one of the 3 judges, no expenses charged by the other two which was very kind of them. Most of the ribbons were donated back to us, so should have almost a complete set for the next RT we run. So a bit of a loss by the time the FP hire is paid and the ribbons paid for but a successful day was had by all. Thanks to our three judges for giving up their Sunday to judge this with an extra thanks to Dawn McCracken for driving up from Invercargill to judge and compete. And of course to the competitors/stewards etc who helped on the day, very much appreciated.

Jill has resigned as Obedience show manager/organiser and will be taking a break from club for the foreseeable future. At this stage, no one has offered to step in and organise Obedience shows. If there is no one able to take over, the committee will need to consider how to run OCTC Obedience shows in the future. There are judges contracted for March, but with the schedule for that show due at the end of next month, this show needs to be sorted fairly soon.

The committee agreed to purchase a thankyou gift and card for Jill for her years of service to Obedience. Dianne will do this and deliver it to Jill.

From Diana: The first Competitive Obedience six week course officially finished on 10th August, three people having taken part over that time. After discussion with Lynn (CC coordinator), this class has now moved to Wednesday night, as Tuesdays really didn't work.

A new course was set to start on 22nd September, to coincide with the CC courses, but this is now likely to be 6th October. Running classes at Level 2 is not easy and hopefully there will be less restriction by then. Eight people so far have indicated an interest in joining the class.

The decision has been made that handlers now need to have completed CC1 and been "passed" by the CC coordinator before being able to join the class. As getting into a CC class is problematic, there will also be assessment available for those who seem more advanced to see if they are at a suitable level, but this is not ideal. Most CC1 people master the required skills by the end of their CC course, so this is not unrealistic.

We had one Senior handler training alongside the CO course and she really appreciated having the distraction to work with. Space can be made for this to continue with one or two people, but if several senior handlers want to train, they will need a different timeslot or on a different day.

- **Rally-O (Elaine Limburg) (Elaine/Jean)**

New course started on Monday 16th August. 3 in Novice, 7 in Seniors, 4 in Rally 1, 5 in Advanced. Obviously, this got interrupted. 13th September was a mock competition immediately before our rally event. 20th September is a break week but I am organising Jo Miller to do some extra training for our members. 27th September was scheduled as a meeting to discuss the Otago Rally event draft rules but this has been postponed. The next course will start 18th October and run for 5 weeks and then another mock competition immediately before our Otago Rally event in November.

Otherwise rally seems to be chugging along. I have altered the hall setup to accommodate the larger numbers of Seniors. There is a competition ring set up for the Seniors so people can practice in this environment and then the Advanced class uses it. There is another segment set up alongside the Novice area. People seem very happy with this arrangement.

Elaine asked if participants in the 13th September mock competition night should pay the hall hire, as this was not covered training fees. As half of them were instructors, it was agreed that there would be no charge on this occasion, however in future some payment should be required to cover the cost of nights that were extra to the normal pre-paid block courses.

With regard to the workshop on the 20th with Jo Miller, OCTC is being charged \$120 for hall hire for the day/evening. It was agreed that handlers would pay \$30 per dog (effectively per half hour session), with \$20 going to Jo and \$10 towards hall hire. The money is to be paid to OCTC who will then pass the required amount on to Jo.

- **Treibball (Carina Hyink-Gough) (Ailsa/Lynn)**

Tournament on 23rd July was successful. Thank you, Diana, for judging. I would like to discuss, before the next tournament, about adding a foundation class to tournaments of one ball at 6m. I think this would really benefit and encourage a lot of our beginners by having a step in between. The next tournament is scheduled for the 1st October.

- **Flygility (Elaine Limburg) (Elaine/MaryRose)**

A training session was held on Saturday 14th August with 2 newbies and 2 seniors. If everyone turns up we have 6 people. Seniors we would have 4 but some dogs are broken so often only 2. Saturday 28th August session cancelled, next sessions 11 September and 25th September. Then we will look at Thursday nights other than committee meeting nights.

- **Forrester Park (Dianne Sprott) - need to start planning roster for Benefit show catering on 9/10 October.**

Secretary Report (Diana O’Kane) (Melissa/Teo)

- **Membership**

- Membership is currently 78
- New members approved: Isabel McLernon, Rebecca Horner, Kath Dickinson (**MaryRose/Ailsa**)

- **Secretary Hours** Approved Treasurer/President and paid. Ratified by committee (**MaryRose/Ailsa**)

21 June – 18 July 2021 30.25 hrs

Email/FB/Phone/Text/Msg	9.50	
Meetings	Agenda	5.25
	Attendance	2.25
	Minutes	5.50
CC Preparation	1.00	
Club Dollars	0.75	
Membership	0.25	
Website/FB updates	3.25	
Misc:	Champ list	2.00
	Hours Record	0.50

19 July – 15 August 2021 15.75 hrs

Email/FB/Phone/Text/Msg	8.75	
Meetings	Agenda	0.75
	Attendance	0.00
	Minutes	0.25
CC Preparation	0.25	
Club Dollars	0.00	
Membership	1.50	
Website/FB updates	1.25	
Misc:	Ribbon quote	1.25
	Ribbon order (Sept show)	1.00
	PO Box cancellation	0.50
	Hours Record	0.25

16 August – 12 September 2021 17.25 hrs

Email/FB/Phone/Text/Msg	9.00	
Meetings	Agenda	3.25
	Attendance	0.00
	Minutes	0.00
CC Preparation	0.00	
Club Dollars	0.50	
Membership	0.00	
Website/FB updates	2.25	
Misc:	Document updates	2.00
	Hours Record	0.25

- **Correspondence**

Inwards (accepted)

- Janet Bainbridge (SRO) Southern Region Elementary Obedience classes documents and heel patterns.
- Janet Bainbridge (SRO) clarification around new Elementary Obedience classes.
- Colleen Begg (DNZ) – acknowledgement of change of address notice.
- Sue Barr (DNZ) – invoice for Sept Rally show schedule.
- Amanda Hayward (Crombie Lockwood) – acknowledgement of change of address notice.
- Jane Dear (Quality Presentations) – invoice 14151 for Obedience ribbon trial ribbons
- Karen Grant (DNZAC) – AC guidance to ring assembly area set up to reduce dog-dog/dog-human incidents.
- Anne McLachlan (FPMC) – notice that FP insurance does not cover other club's gear stored in the hall.
- Crombie Lockwood – customer service feedback survey
- Janet Bainbridge (SRO) – heelwork patterns and regulations for new Obedience Elementary classes
- Stephen Hogg (DCC) – discretionary consent for vehicles on FP for Sept Agility
- Caroline Sinclair (MCDTC) – seeking permission to hold Agility ribbon trial same day as ours.
- Chris Whelan (Westpac) – advice that bank statements can't be downloaded, but will be mailed.
- Sue Barr (DNZ) – invoice SI941643 for Rally-O certificates
- Karen Grant – request to borrow Agility equipment and timers for Zone 5 team trials.
- Anne McLachlan (FPMC) – clarification of Z5 Team Trials use of park during Rally show.
- Anne McLachlan (FPMC) – advising bookings affected by Level 3&4 will not be charged for.
- (Nth Cant DTC) – change of date for Obedience show to 26/27 Feb 2022
- Anne McLachlan (FPMC) – re sharing of toilets under Level 2 for September shows
- Jeni Pelvin (Dunedin Orienteering) – reminder of orienteering event at Forrester Park 15th Sept.
- Leanne Pryde (FPMC) – response re DCC booking requirements under Level 2
- Jeremy White (TCTC) – advice that camping at Outram Rugby Club for 25/26 Sept show is self-contained only.
- Chris Richardson (DNZAC) – guidelines on running Agility shows under Level 2.
- Jenna Rosenberg (DCC) – via Anne McLachlan, requesting confirmation of booking for Sept show and asking for H&S document.
- Jane Dear (Quality Presentations) – invoice 14329 for September shows ribbons
- New training enquiries x 25

Outwards (endorsed)

- Chris Whelan (Westpac) – notify of change of address and request for info re downloading bank statements (Dianne)
- Chris Whelan (Westpac) – request for info on downloading bank statements and receiving these by mail (Dianne)
- Janet Bainbridge (SRO) – re Southern Region Elementary Obedience classes documents and heel patterns.
- Leanne Pryde (FPMC) – requesting DCC permit application for September agility show (Dianne)
- Stephen Hogg (DCC) – application from Leanne Pryde (FPMC) for dog park use September Agility show.
- Colleen Begg (DNZ) – notifying change of address
- Amanda Hayward (Crombie Lockwood) – notifying change of address
- Jo Miller – Rally-O judging contract for September
- Taieri Canine Training Club – request to borrow gear for September Agility show (Melissa) x 2
- NZ Post – letter advising decision not to renew post office box hire after 30th June.
- Caroline Sinclair (MCDTC) – notice that OCTC happy for MCDTC to hold their ART same day as ours.
- Anne McLachlan (FPMC) – seeking clarification around Z5 Teams Trials use of FP park during Rally show.
- Anne McLachlan (FPMC) – re sharing of toilets under Level 2 for September shows.
- Leanne Pryde (FPMC) – seeking information on whether DCC had specific requirements for park use under Level 2.
- Leanne Pryde (FPMC) – request for DCC permit for October Agility ribbon trial
- Jenna Rosenberg (DCC) – confirmation of booking and requesting clarification re H&S document
- Chris Richardson (DNZAC) – seeking advice following cancellation of Agility show on 12th Sept due to strong winds.
- Karen Grant (DNZAC) – re delayed AC levies for Sept agility show (Dianne)
- Response to all training enquiries

Treasurer's Report (Dianne Sprott) (Dianne/MaryRose)

JULY BANKING: Balances on 31 July 2021 \$3,473.07 Total Term Deposits x 3 \$34,142.01

Payee	Reason	Amount	Club	Agility	Obedience	Rally	CanComp	Treibball	SpsHP/Fnd
Various People	Memberships	92.50	92.00						
Various People	Non-member trng	40.00	40.00						
Various People	Ag training	345.00		345.00					
Various People	Sept Ag entries	365.00		365.00					
Various People	Sept Obed entries	276.00			276.00				
Various People	Obed training	112.00			112.00				
Various People	July Rally entries	317.00				317.00			
Various People	Sept Rally entries	140.00				140.00			
Various People	Rally training	420.00				420.00			
Various People	CC1, 28th July	1274.00					1274.00		
Various People	CC2, 28th July	243.00					243.00		
Various People	July Tr/Ball entries	64.00						64.00	
Various People	Treibball training	282.00						282.00	
Various People	Treat bag sales	180.00							180.00
R A Broadfoot	Clicker Sale	10.00							10.00
Various People	June Jprs Raffle	100.00							100.00
Westpac	Interest	0.01	0.01						
TOTAL \$ IN		4260.51	132.01	710.00	388.00	877.00	1517.00	346.00	290.00
Diana O'Kane	Secretary Jun/July	726.00	726.00						
Dianne Sprott	Printer Ink/paper	107.98	107.98						
Equestrian Centre	Ag training	360.00		360.00					
Equestrian Centre	June Jprs, venue	480.00		480.00					
Donna Burns	Timer Batteries	32.59		32.59					
Donna Burns	June Jprs, food	100.10		100.10					
Isobel Syme	Jun Jprs Judge exp	275.00		275.00					
Donna Burns	AprAg, Billet Judge	50.00		50.00					
Waste Managmnt	June Jprs, Bin hire	182.82		182.82					
Forrester Park	Rally training Jo M	40.00				40.00			
Forrester Park	June Training, Hall	680.00			200.00	160.00	200.00	120.00	
Forrester Park	July Training, Hall	680.00			160.00	160.00	160.00	200.00	
Quality Pres	Aug ObRT Ribbons	73.16			73.16				
Forrester Park	Jul Rallyshow Hall	200.00				200.00			
Ailsa Hawkins	July Rally sh, Food	11.27				11.27			
Ailsa Hawkins	July Rally sh Prizes	73.00				73.00			
Ailsa Hawkins	July Rally Rosettes	85.25				85.25			
Ailsa Hawkins	Stopwatches x 3	119.97				119.97			
Ailsa Hawkins	Armbnd Materials	24.00							24.00
Dogs NZ	Sep RallySchedule	90.00				90.00			
Lynn Bowden	Travel Subsidy x12	600.00					600.00		
TOTAL OUT		4991.14	833.98	1480.51	433.16	939.49	960.00	320.00	24.00
July only	In	Out	Cash Movemt		Club\$ Issu	Club\$ Spnt			
Club	132.01	833.98	-701.97						
Agility	710.00	1,480.51	-770.51						
Obedience	388.00	433.16	-45.16			48.00			
Rally	877.00	939.49	-62.49		160.00	152.00			
Canine Comp	1,517.00	960.00	557.00		328.00				
Treibball	346.00	320.00	26.00			48.00			
SpsHP/Fndrsng	290.00	24.00	266.00						
1Sep20- 31Jul21	In	Out	Cash Movemt		Club\$ Issu	Club\$ Spnt			
Club	3,038.88	17,125.04	-14,086.16		1357.00				
Agility	12,541.00	12,614.34	-73.34		549.00	24.00			
Obedience	2,076.00	6,058.46	-3,982.46			48.00			
Rally	6,666.50	6,554.03	112.47		720.00	1019.00			
Canine Comp	10,630.00	3,695.02	6,934.98		1144.00	158.00			
Treibball	1,428.00	1,270.00	158.00		248.00	64.00			
SpsHP/Fndrsng	3,185.21	2,313.43	871.78						
TOTAL	\$39,565.59	\$49,630.32	-10,064.73		4018.00	1313.00			

AUGUST BANKING: Balances on 31 August 2021 \$6182.29 Total Term Deposits x 3 \$34,142.01

Payee	Reason	Amount	Club	Agility	Obedience	Rally	CanComp	Treibball	SpsHP/Fnd
Various People	Ag Training	152.00		152.00					
Various People	Obed Traini9ng	40.00			40.00				
Various People	Rally Training	288.00				288.00			
Chenoa Metua	CC1	110.00					98.00		12.00
Various People	Sept Ag entries	2910.50		2910.50					
Various People	Sept Obed entries	730.00			730.00				
Various People	Sept Rally entries	657.00				657.00			
Elaine Limburg	Clicker sales	20.00							20.00
Clark/Healy	Non-mem training	20.00	20.00						
Johnson Dav	Non-mem training	20.00	20.00						
Pim Allen	Deposit error	84.50	84.50						
Westpac	Interest	0.18	0.18						
TOTAL \$ IN		5032.18	124.68	3062.50	770.00	945.00	98.00	0.00	32.00
Diana O'Kane	Secretary July/Aug	378.00	378.00						
Pim Allen	Deposit error	84.50	84.50						
Jill Strang	Ob RT judges exp	67.00			67.00				
Lyn Clearwater	Ob RT Judges gifts	30.00			30.00				
Forrester Park	Ob RT Venue hire	30.00			30.00				
Forrester Park	August training	400.00			120.00	120.00	80.00	80.00	
Krissy Luyten	Sept Ob refund	36.00			36.00				
Kathryn Snook	Sept Ag refund	44.00		44.00					
Equestrn Centre	Ag Training	180.00		180.00					
Dogs NZ	Rally certificates	20.00				20.00			
MaryRoseScoular	Travel Subsidy	108.00		108.00					
Agility Stuff Ltd*	Spread/Wing jmps	945.53		945.53					
TOTAL OUT		2323.03	462.50	1277.53	283.00	140.00	80.00	80.00	0.00
August only	In	Out	Cash Mvmt		Club\$ Issued	Club\$ Spent			
Club	124.68	462.50	-337.82						
Agility	3,062.50	1,277.53	1784.97						
Obedience	770.00	283.00	487.00						
Rally	945.00	140.00	805.00			32.00			
Canine Comp	98.00	80.00	18.00						
Treibball	0.00	80.00	-80.00						
SpsHP/Fndrsng	32.00	0.00	32.00						
15Sep20-31Aug21	In	Out	Cash Mvmt		Club\$ Issued	Club\$ Spent			12 months
Club	3,163.56	17,587.54	-14,423.98		1357.00				
Agility	15,603.50	13,891.87	1,711.63		549.00	24.00			
Obedience	2,846.00	6,341.46	-3,495.46			48.00			
Rally	7,611.50	6,694.03	917.47		720.00	1051.00			
Canine Comp	10,728.00	3,775.02	6,952.98		1144.00	158.00			
Treibball	1,428.00	1,350.00	78.00		248.00	64.00			
SpsHP/Fndrsng	3,217.21	2,313.43	903.78						
TOTAL	\$44,597.77	\$51,953.35	-7,355.58		4018.00	1345.00			

*The \$945.53 payment to Agility Stuff is for a spread jump and blind jump which were donated to the club by Elaine Limburg and Donna Burns. They have both reimbursed the club for these, the payment to appear in the September report.

YTD Club Dollars Allocation and Spending (31 July)

Issued for							
Committee	1067.00						
Membership Rfnd	50.00						
Agility Instuctor	549.00						
Obed Instructor							
Rally Instructor	720.00						
CC Instructor	1144.00						
Treibball Instructor	248.00						
Paper Transfer	932.00						
TOTAL \$ IN	4710.00	0.00	0.00	0.00	0.00	0.00	0.00
Spent on	Amount	Club	Agility	Obedience	Rally	Canine Comp	Treibball
Membership							
Agility Training Fee	24.00		24.00				
Agility Show entry							
Obed Training Fee	48.00			48.00			
Obed Show entry							
Rally Training Fee	283.00				283.00		
Rally Show enry	736.00				736.00		
CC Training fee	158.00					158.00	
Treibball Train fee	16.00						16.00
Treibball Comp	48.00						48.00
Sale items							
TOTAL OUT	1313.00	0.00	24.00	48.00	1019.00	158.00	64.00

Club \$ allocation and Spending YTD (31 August)

Issued for	Amount	Club	Agility	Obedience	Rally	CanComp	Treibball	
Committee	1067.00							
Membership Rfnd	50.00							
Agility Instuctor	549.00							
Obed Instructor								
Rally Instructor	720.00							
CC Instructor	1144.00							
Treibball Instructr	248.00							
Paper Transfer	932.00							
TOTAL \$ IN	3643.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Spent on	Amount	Club	Agility	Obedience	Rally	CanComp	Treibball	
Membership								
Agility Traing Fee	24.00		24.00					
Agility Show entry								
Obed Training Fee	48.00			48.00				
Obed Show entry								
Rally Training Fee	315.00				315.00			
Rally Show enry	736.00				736.00			
CC Training fee	158.00					158.00		
Treibball Train fee	16.00						16.00	
Treibball Comp	48.00						48.00	
TOTAL OUT	1345.00	0.00	24.00	48.00	1051.00	158.00	64.00	0.00

Figures for August club dollars appear to be incorrect (same as July?)

SHOW INCOME/EXPENSES

June Jumpers show	Expenses	Deposits	Balance
Entries		\$ 3,856.50	\$ 3,856.50
Raffle income		\$ 200.00	\$ 4,056.50
Schedule	\$ 90.00		\$ 3,966.50
Venue Hire	\$ 480.00		\$ 3,486.50
Judges Gifts	\$ 100.00		\$ 3,386.50
Judges exp Carole Logan	\$ 246.00		\$ 3,140.50
Judges exp Isobel Syme	\$ 275.00		\$ 2,865.50
Levies, Ag committee	\$ 695.00		\$ 2,170.50
Prizes	\$ 1,363.87		\$ 806.63
Wheelie Bin hire	\$ 182.82		\$ 623.81
Timer Batteries	\$ 32.59		\$ 591.22
Refreshments	\$ 100.10		\$ 491.12
Show secretary fees	\$ 36.00		\$ 455.12
	\$ 3,601.38	\$ 4,056.50	\$ 455.12

July Rally (Otago) show	Expenses	Deposits	Balance
Entries		\$ 709.00	\$ 709.00
Venue Hire	\$ 200.00		\$ 509.00
Rosettes	\$ 85.25		\$ 423.75
Prizes	\$ 73.00		\$ 350.75
Refreshments	\$ 11.27		\$ 339.48
Show secretary fees	\$ 42.00		\$ 297.48
	\$ 411.52	\$ 709.00	\$ 297.48

August Obedience Ribbon Trial	Expenses	Deposits	Balance
Entries		\$ 70.00	\$ 70.00
Donations		\$ 9.00	\$ 79.00
Venue Hire	\$ 30.00		\$ 49.00
Judges exp (Lyn C)	\$ 30.00		\$ 19.00
Judges gifts/cards	\$ 67.00		-\$ 48.00
Ribbons	\$ 73.16		-\$ 121.16
	\$ 200.16	\$ 79.00	-\$ 121.16

There was \$73.16 spent on ribbons, however, most of them were returned to OCTC, so we possibly have a full set for our next Obed ribbon trial.

Treasurer's Correspondence

Inwards Correspondence 1st July – 13th September

- Diana O'Kane secretary's invoice for 21st June – 18th July.
- Jackie Thomas (Otago Equestrian Centre) invoices x 6.
- Donna Burns, invoice from Waste Management. Bin hire for June Jumpers show
- Donna Burns, receipts for June Jumpers expenses.
- Donna Burns, asking for reimbursement for billeting a judge in April.
- Donna Burns, information regarding the banking of raffle money from June Jumpers.
- Lynn Van Beers, invoice for travel subsidy, CC June/July.
- Lynn Van Beers, CC class list for July – Sept course.
- Gemma McLaughlin, course payment.
- Chris Whelan (Westpac) confirming change of address for OCTC.
- Melissa Paterson. Isobel Symes expenses for June Jumpers.
- Jackie Thomas (Otago Equestrian Centre) reply to me regarding 29th June.
- Anne McLachlan confirming 13th August is available for OCTC training.
- Mikey's Kai, can not cater our September show after all.
- So Bao, Citizens, Little Yens, responding to invitation to cater Sept show.
- Leanne Pryde (FPMC) DCC permit approval for September show, and all correspondence with DCC in the process.
- Diana O'Kane secretary's invoice for 19th July – 15th August.
- Jackie Thomas (Otago Equestrian Centre) invoices x 4.
- Donna Burns, invoice from Agility Stuff Ltd, for new jumps.
- Donna Burns/Elaine Limburg, conversations re payments for new jumps. Each person donating one jump to OCTC.
- Lynn Van Beers, refund for Christine Doig-Brown for CC1 class.
- Lynn Van Beers, CC class list for ~~Sept~~ October course.
- Chris Whelan (Westpac) confirming OCTC will continue to receive paper statements.
- Melissa Paterson. Roy Thorndycraft and Emily Tighe contracts/expenses for Sept agility show.
- Krissy Luyten, entry refund.
- Jill Strang, advising of Obed RT entries and expenses.
- Jill Strang, advising of judges expenses for Sept Obed show.
- Helena Akesson, K Mart invoice for Sept Rally show prizes.
- Diana O'Kane, secretary's invoice for 16th Aug- 12th September.

Outwards Correspondence 1st July – 13th September

- Chris Whelan (Westpac) Change of OCTC postal address. Cancel printed bank statements.
- So Bao, Citizens, Little Yens, The Hungry Tui & Kenty's asking if they can cater our September show.
- Gemma McLaughlin, re training fees. I also forwarded a copy of this to Leigh.
- Leanne Pryde, (FPMC) application for consent to use FP dog park on 11th / 12th September.
- Jackie Thomas (Equestrian Centre) querying no invoice for 29th June.
- Carina Hyink-Gough, asking if treibball want to use FP hall on 13th August. Previously noted in an email that this date was unavailable.
- So Bao food truck. Thanking them for their response, but declining their offer as it was outside our price range.
- Leanne Pryde, (FPMC) application for consent to use FP dog park on 3rd October.

Show Secretary Report (Diana O’Kane)

- **Agility/Obedience September shows (11th/12th)**

These ended up running under Level 2 conditions. Mask use presented some issues, but otherwise there did not appear to be any problems covid-wise other than general inconvenience. Agility and Obedience combined was under 100 people so we didn’t need to split the codes, other than keep those inside to under 50.

DCC bookings staff sent an email to Anne McLachlan with three and a half hours notice the day before the Agility show, saying park booking would be cancelled if confirmation of booking and an H&S document was not received by 4pm that day. It was not actually possible to contact the staff member involved, either by phone or email. Anne managed to sort it out eventually but I suggest a complaint be laid as it was just lucky Anne even saw the email in time. It is not clear whether or not we would have been kicked off the park, despite having a permit. Diana will contact Anne to discuss OCTC making a complaint about the lack of notice.

The Agility show was called off with some classes still to run on the Sunday, due to dangerous winds. Melissa has contacted the AC about what we should do about refunds, results etc. Melissa has received a reply from Chris Richardson (chairperson of DNZAC). Results for all classes on Sunday do not count, as a full set of classes were not run due to the cancellation. We have been advised to refund entry fees for the classes that didn’t run (Seniors, Jumpers C, and Jumpers B), and we don’t have to pay levies on those classes. We have also been advised to give out the prizes for the classes that did run. The committee felt that we should appeal to the AC and to DNZ about the results for the classes that did run, as this seems very unfair. Diana will draft an email in consultation with Melissa.

There was no sponsorship for prizes for Obedience. This really needs to be better coordinated in future. Diana will check with Helena and Donna that they haven’t made any arrangements for 2022. If there is nothing organised already, MaryRose will approach Blackhawk. MaryRose is prepared to coordinate sponsorship efforts but not to be responsible for finding it.

Lyn Clearwater provided show secretary services for the Obedience show and, along with Ian, was a huge help to Jill. The club should send them an official thank you and perhaps a gift? Diana will send an official thank you on behalf of the committee. Lyn’s show secretary expenses were \$50

Ailsa moved that Lyn be paid \$50 for acting as show secretary, seconded by Jean, passed unanimously.

September Agility Show Report from Belinda:

The show started a little late on Saturday, but we made up time during the day with the help of other agility members. The ground conditions were very trying, with muddy and sloppy areas throughout the rings. Mask compliance was impressive with most people keeping them on when social distancing was difficult. Course walks were good with 99.9% of people using masks. Sadly, Sunday saw the predicted high wind forecast come to fruition, blowing buckets, scribe sheets, chairs and every other show related materials flying. One gust alone dropped an entire course which was when I made the call to cancel the rest of the day, due to safety (having consulted with all judges and Karen Grant as an AC committee member). The pegged gazebo had just prior, been pulled out of the ground by the wind, and saw it travel 6 or so meters through the air, hitting one person and seeing another fall over it In an attempt to grab it. I have lodged a health and safety report through the agility website regards the gazebo incident. Melissa is in contact with the AC regards how to handle refunds/prizes for Sunday.

The DNZAC have asked competitors via Facebook to send them any reports of injuries incurred at Forrester Park as a result of the surface conditions. Diana will contact Karen Grant (AC Secretary) asking for details of any incidents so OCTC can take them to Dunedin City Council, who claim not to have received any complaints.

- **September Rally-O Show (18th/19th)**

This will be running under Level 2 conditions. We are creeping up towards the 50 person limit and need to keep this a non-public event, so will not be letting anyone except competitors and officials into the hall. Anyone wanting to bring an extra person needs to apply for an exemption and have a good reason.

The Zone 5 Team Trials that were to take place on the park outside the same weekend have been cancelled.

Arend van den Bos (judge) has already booked B&B accommodation so billet not required.

- **2022 Shows**

Schedule for March Obedience show is due 1st November. This makes it quite urgent that a decision be made about how to run this show with Jill having resigned. Judges have been contracted.

Diana will send a list of Obedience members to Elaine. Elaine will contact them to remind them that the March schedule is due end of October and that someone needs to take over the organisation if shows are to go ahead.

Dianne suggested that we did not need to hire the hall for the April Agility show, and could just hire the kitchen and judges' room instead. This would save about \$100 over the weekend. This will be revisited closer to the time.

Need to check our 2022 dates match up with Forrester Park bookings. Dianne will check these.

- 5/6 March – Obedience Championship
- 2/3 April - Agility Championship
- 23/24 April - Rally-O Championship
- 8 May - Agility Ribbon Trial (not scheduled)
- 18/19 June – Jumpers (EC)
- 2/3 July - Otago Rally-O Trial
- 10/11 September - Agility Championship and Obedience Championship
- 17/18 September - Rally-O Championship
- 2 October - Agility Ribbon Trial (not scheduled)
- 13 November – Obedience Ribbon Trial
- 26/27 November - Otago Rally-O Trial

Agility	Obedience	Rally-O	Treibball	Schedule Due
		18/19 September 21 4 x DNZ RallyO Champ		30 Jun (Aug DW)
			1 October 21 TANZ Tournament	n/a
3 October 21 Ag/J ribbon trial				n/a
		27/28 November 21 OCTC Rally-O event		n/a
	5/6 March 22 3 x Obedience Champ			31 Oct (Dec DW)
2/3 April 22 2xAg,3xImp, AD				30 Nov (Feb DW)
		23/24 April 22 4 x DNZ RallyO Champ		31 Jan (Mar DW)
8th May 22 Agility R/T?				n/a
18/19 June 22 Ch Jumpers x 5				28 Feb (Apr DW)
		2/3 July 22 OCTC Rally-O event		n/a
10/11 July 22 Z5 Games				
20/21 August 22 Z5 Team Trials				
10/11 September 22 2xAg,2xJ,AD,ADXA	10/11 September 22 3 x Obedience Champ			31 May (July DW)
		17/18 September 22 4 x DNZ RallyO Champ		30 Jun (Aug DW)
2nd October 22 Agility R/T?				n/a
	13 November 22 Obedience R/T			n/a
		26/27 November 22 OCTC Rally-O event		n/a

JUDGES					
18/19 Sept21	DNZ Ch RallyO x 4	Arend van den Bos	Jo Miller	Lyn Clearwater	
3 October 21	Agility R/T	Misha Baxter			
27/28 Nov 21	OCTC Rally-O Event	Club members			

18th & 19th September 2021 Championship Rally-O x 4

Schedule due 30th June for August Dog World

Entries close: 5th September

Show Manager	Helena Akesson			
Start Time	First Walkthrough 8.30am			
Judges	Arend van den Bos	Jo Miller	Lyn Clearwater	
Expenses			\$40	
Accommodation	B&B organised	Diana	n/a	
Travel	own	own	own	
Saturday	Exc2,Adv2,Nov2	Exc1,Adv1	Enc1, Nov1	
Sunday	Exc2,Nov4	Exc4,Adv4	Exc3,Adv3,Nov3	
Prizes/Ribbons/Spnsor	Judges' Gifts	Judges' Meals	Catering	Job Roster
Proplan, prizes/ribbons to 3 rd	Diana has these	Ailsa	Shared lunch	Helena Akesson

3rd October 2021 Agility Ribbon Trial

requires DCC permit (Dianne has asked Leanne)

Show Manager				
Start Time				
Judges	Misha Baxter			
Expenses	\$50			
Accommodation	camping			
Travel				
Saturday				
Sunday				
Prizes/Ribbons/Spnsor	Judges' Gifts	Judges' Meals	Catering	Job Roster
Ribbons 1 st -3 rd				

27th & 28th November 2021 Rally-O Event

Entries close 24th November

Show Manager				
Start Time				
Judges				
Expenses				
Accommodation				
Travel				
Saturday				
Sunday				
Prizes/Ribbons/Spnsor	Judges' Gifts	Judges' Meals	Catering	Job Roster
Proplan? Prizes/rosettes to 3 rd			Shared lunch	

5th & 6th March 2022 Championship Obedience Tests x 3

Schedule due 31st October for December Dog World

Entries close:

Show Manager				
Start Time	Show 1 8.30am, Show 2 not before 1pm, Show 3 9am			
Judges				
Expenses				
Accommodation				
Travel				
Saturday				
Sunday				
Prizes/Ribbons/Spnsor	Judges' Gifts	Judges' Meals	Catering	Job Roster
Ribbons 1-3 (1- 5 Beg/Nov) Prizes 1-3, \$15, \$10, \$5				

General Business

- **Teo Georgescu – Floofy Photography**

Teo has been taking photos of dogs and handlers at our shows and wants to sell them. At the moment her photos are being downloaded and shared without payment or credit. It was decided that OCTC would be able to use photos for the website, flyers etc, with a link to Teo's own site where more photos can be viewed and purchased, and Teo could promote them via the various OCTC platforms.

- **Purchase of Agility Equipment**

Donna and Elaine have donated a blind jump and spread jump to the club. OCTC has paid for these and been reimbursed.

- **Uncontrolled Dogs at Training**

There have been a few complaints to Elaine recently re out of control dogs. Our club policy states "Dogs must be kept under control at all times" which includes when dogs are off lead eg for agility. If this cannot be achieved dogs must be kept on lead. It is appreciated that dogs will occasionally run off to another dog but this is not ideal and instructors need to address this. Having an agility dog on lead while training is also not ideal but they can't be allowed to interfere with other dogs in the training area. Over the years, club dogs have suffered physical and emotional stress from such interference and our policy is about keeping all club dogs and handlers safe.

Dogs barking during class is also a problem. Some dogs bark while working, but they should not be barking the rest of the time. This makes it hard for people to hear what their instructor is saying, and it needs to be addressed. Dogs should not be allowed to just stand barking at their handlers.

Diana will include this in an email to coordinators.

- **Catering for Benefit Show 9/10 October 2021**

Need to start organising roster. A decision will be made around 26th September as to whether this show will run – will be postponed to next year if we are still at Level 2.

- **OCTC End of Year Function (Elaine)**

There is some concern about each discipline having their own end of year function and dividing up the club. Fine for them to do this but we should have a club-wide function as well? Consensus was no as it was too hard to find something that suited the majority of members. Perhaps something less formal could be organised instead.

- **2021 Annual General Meeting**

Set for Monday 29th November at Forrester Park. Diana will remind coordinators to collect points and order ribbons.

- **Level 2 Training and Shows**

There have been several queries about mask use and physical distancing at shows and training classes, and a formal policy is needed. This is likely to be required in the future for booking the hall and grounds, and for other compliance measures. It is also likely that masks and physical distancing will remain at Level 1, so we need a long-term policy.

Most comments have come from people who feel the wearing of masks should be mandatory unless a person is in the ring or actively training. There has also been an assumption that physical distancing will be required.

There are, in fact, very few places where wearing a mask in public is mandatory. These consist of public transport, most customer-facing businesses, and indoor spaces open to the general public. If we exclude members of the public and limit attendance to a contained group of known people, there is no legal requirement for people to wear a mask at our shows or our training sessions. It is, however, strongly encouraged. Physical distancing is a bit of a grey area, but in general people are expected to stay two metres away from people they don't know, or one metre from people they do know unless they are close friends or family.

Requiring masks at training and shows is problematic. As they are not required by law, we have no justification for making them mandatory, for enforcing their use, or for excluding people who are unwilling or unable to wear one. Any benefit from requiring masks is completely lost by allowing people to remove them while competing or training – an unmasked person will spread infected air around the ring or training space which is then inhaled by every unmasked person following them, and no amount of physical distancing or mask use at other times is going to prevent this from happening.

With this in mind, my suggestion is that

- all public and non-participants are excluded from shows and training until the situation changes. Exemptions may be applied for if there is a genuine need for someone to be there.
- Indoor training is limited to 50 people per night, and outdoor training is limited to 100 people per night, even if people are attending at different times. The same limits apply to shows but over the entire weekend. These numbers will change if regulated limits are changed.
- We are legally required to keep a record and contact details of every person present at every training session and show. We must hold these records for two months.
- Mask use is strongly recommended but not compulsory. Judges or show managers may ask that masks be worn for course walks and group stays, however no one can be turned away or disqualified for not wearing a mask.
- We advise physical distancing of at least one metre at shows and training, but this is up to attendees. We know everyone present, but we don't know the relationships between them, so can't enforce this.
- We require masks to be worn in public areas such as the carpark, toilet block, and exercise areas when there are members of the public around, and ask that a two metre distance be maintained from the public in these areas.
- We limit access to spaces such as the kitchen, secretary office, garage, and judges' room to those who need to be in there. This is to avoid over-crowding, but discretion and common sense should apply.
- Everyone attending is asked to sanitise their hands when entering the hall or park, before handling any equipment, before prizegivings, and any time they have come into contact with a high use surface, such as door handles or gate latches.
- A QR code AND written attendance sheet must be available for attendees at all training and shows, in addition to our own record keeping. This is a legal requirement.
- Unused training fees, show entries, and membership fees will be refunded upon application to anyone who is unable to attend training or shows due to flu, cold, or covid symptoms, an order to isolate, or general anxiety around covid.

The committee agreed to adopt the above policy

Meeting closed: 10.06pm **Next meeting: 21st October 7pm**