

OCTC Committee Meeting 18 February 2021

Minutes

Present:

Committee Members: Belinda Culling, Grace Fleury, Ailsa Hawkins, Elaine Limburg, Jean McKinnon, Melissa Paterson, Dianne Sprott, Lynn van Beers

Coordinators:, Leigh Birchall *Non-Committee:* Diana O’Kane

Apologies: Jess Beevis (sick), MaryRose Scoular (sick) (Dianne/Ailsa)

Meeting opened: 7:06pm

- **Minutes of Last Meeting (21st January)** (Ailsa/Jean)

Matters Arising:

- **Trophies**

Catalogue has been added to the website on the Rules and Resources page.

- **Agility Equipment Standardisation**

- All new equipment manufactured and purchased after July 2020 MUST meet new regulations.
- By 1st Jan 2021, A-frames to be altered to the new height of 1650mm. Other changes to the A-frame by Jan 2024.
- By 1st July 2021, all weaves must meet the new regulations.

Donna has been in contact with Lyn Sayers of Agility Stuff about the cost of a new dog walk. These are all aluminium and therefore expensive. Cost is \$2,200 + \$200 (approx) freight, making a total of \$2,760 (including GST). Also could take two months or more to receive it due to demand.

Donna also reports “I phoned the company suggested and had a chat regarding the gear. Their hourly rate is far too high to use them. We really just need a builder to do this work for us. Quite often they can weld too. If not, I have used Ferguson engineering quite a few times for welding. I’m wondering if Grace’s partner can help pulling the gear apart and transporting to them. What are your thoughts?”

Belinda reported that Graham Jeffries makes cheaper dog walks than Lyn Sayers at around \$1600 inc GST and, although still in the North Island, is further south, so freight would be hopefully cheaper. She is also going to contact Rob McKee.

Donna has applied for dispensation from the DNZ Agility Committee for our Aframe, as the ramps are only a little too short. The A frame is the only equipment that needs to be sorted before the April Agility show. We have one set of weaves that meets the new regulations which come in 1st July, so if we have dispensation for the Aframe there is no urgency to get anything done. Donna hopes to undertake a stocktake of equipment, including dimensions, so we know exactly what is needed and can then look for quotes etc.

The DNZ Agility Committee is currently putting together a list of suppliers and costs for equipment.

- **Ribbon Grant**

Ribbon stocktakes have been done. Need to decide what shows we are going to apply for a grant for so a quote can be obtained for grant application, and therefore what ribbons need to be ordered. We usually apply for a year’s worth, but with shows cancelled last year and it now being too late to apply for some 2021 shows, this has become really messy.

With a few minor gaps, everyone has enough ribbons until the September shows.

Dianne moved that we apply for a grant for ribbons for shows between 1st July – 30th June each year. Seconded by Ailsa. Passed unanimously.

Noticeboard – headings have been updated. Upcoming show information has been added to it. If coordinators can provide Diana with class dates, costs, and other relevant information, she will add it to the noticeboard. This will hopefully encourage people to make enquiries about classes. Diana will email coordinators to ask for this information.

- **Club Credit Card**

Dianne approached Chris Whelan of Westpac with regard to the club having a debit or credit card. His response was, “In regards to your query – yes you can have a Debit Mastercard however you will need to open a separate account with a signing rule of ‘one to sign’ therefore allowing a card to be issued to any of the signatories. Debit Mastercard is the cheapest option by far – annual fee of \$10 with the first year free. Through your Business Online you would fund the account then the card can be used”

It was felt that it was too complicated to authorise and change signatories, and those who would use it are currently happy to use their own credit cards and be reimbursed.

Melissa moved that we not apply for any form of credit or debit card. Seconded by Lynn. Passed unanimously.

- **Committee Meeting Minutes to Members**

A link to the January meeting minutes was sent to all members. Positive feedback was received from one person but no response from anyone else, so it is unclear whether anyone found this interesting or useful. The published minutes were slightly edited to remove references to personal issues and some names, and are stored on the club website on a hidden page. This means you need to know the URL or have a link to access them, as they can't be accessed through the site menus. They can't be considered private however, and could be found if someone really wanted to.

- **Rule Change (non-members at training)**

Moved to Matters Arising for next meeting.

- **Agility Classes**

See Agility Coordinator report.

- **Secretary Contract**

To be signed after this meeting.

- **Items for Sale**

Need to rethink this as it isn't working. Most stock is still in the cupboards. People who brought cash to buy stock that was being stored off site and so wasn't available decided to buy from a pet shop instead. We just need a way to stop people taking items they haven't paid for and a way to keep a record of what is sold. No one has time to deal with this at training. Photos have not yet been taken so no poster/website etc yet.

A small sample of stock can be kept in a plastic container so they are on hand to sell. A notebook (rather than a sheet of paper) and a pen or pencil will be attached to the container for recording all sales. All sales must be paid for before items are taken and all sales must be recorded in the notebook. Ailsa will sort this.

- **Children at Training**

Policy to be formulated. MaryRose was looking at producing an outline. Moved to Matters Arising for next meeting.

- **Garage Clean Out**

There are boxes in the way of getting gear out of back room – can these be rearranged, please? Agility people will take a look at these when they get the chance.

- **Electronic Storage of Club Records**

Warehouse Stationary advertise a scanning service for “from 10c per page” plus a labour charge of \$6 for every 10 minutes. Whether this is affordable will depend on how much needs to be scanned and what shape and size the original documents are.

Elaine is still to sort through records to see what needs to be kept.

- **Gates/Barrier for Porch**

Dianne did not discuss this matter with FPMC. Elaine has purchased three gates for \$475.01. These will be kept in the gap between the garage and the hall and padlocked. At this stage, they are likely to be attached to the posts with bungee cords.

- **DTANZ Seminar**

No further details received

Ongoing

- **Policy Document Updates**

Ongoing

Coordinator Reports:

- **Agility (Leigh Birchall)** (Leigh/Belinda)

Overall we are off to a good start for this years agility classes. Aside from having to cancel one class due to the hot weather and another class for being in lock down level two classes have been running smoothly. I thank all the agility trainers for their work so far.

We are currently trying to organise going through and updating our Agility class manuals and carrying out a 'Train the trainers' workshop outside of our regular tuesday training night. The aim of this is to get more people confident in what classes involve and to provide them the skills to start running their own classes confidently. This will eventually take the pressure off of our current trainers especially when one is sick or unable to make it to training. There are also some people interested in/currently carrying out the 'buddy system' where they shadow a current trainer and see how classes are run.

The class names for agility have been changed to ensure a better understanding of what each level class carries out. Below I will list the new names and a blurb about what occurs in these classes.

- 1) Foundation - people who have not done any agility before and are starting out. This class is for forming a bond with your dog and learning the basic pre agility things (cones, tunnels, flatwork and no major agility equipment).
- 2) Beginners - starting to learn about agility equipment, e.g putting a target brick at the end of a plank, running through tunnels/learning different exits, set points, and beginning of weave entries. If they are old enough they will be taught about jump grids and splayed weaves.
- 3) Starters/competitors - people who have progressed past beginners and are learning more in depth agility including but not limited to; turns, difficult set ups, straight weave poles and full courses. Consists of a lot of people who are learning about competing and completing their first competitions. This class would ideally be split into two separate classes however at the moment this is working well for our handlers.
- 4) Seniors - consists of people who have been competing for a while and wanting to do their own training with their dogs to fine tune their dogs skills.

Agility trainers, myself and other handlers had an agility meeting to discuss the age we accept dogs into classes. It was decided the age we will accept dogs is 6-7 months. These dogs would preferably have completed a canine companion class or equivalent. There are both positives and negatives to this. However this age was decided to avoid people looking elsewhere, therefore losing potential handlers to other clubs. The positives are being able to start teaching handlers the importance of ground skills. This helps to gain confidence for when they start learning agility equipment when their dog is older. We risk owners losing interest and leaving due to their dogs not being allowed to learn higher up agility equipment. We try and prevent this by ensuring owners are shown multiple different ground skills to work on and have a positive experience in class.

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

The CC classes started last Wednesday 10th, it would seem we have a good bunch of handlers/dogs, considering we had 20 new CC1 dogs in the hall, it was really quiet.

We had an incident of uninvited photography at the CC2 class, which produced complaints from the class members. I had to formally apologise to all CC2 handlers on behalf of OCTC and say that this was done without either my or OCTC's knowledge or permission., and that we were now taking steps to address the situation.

The issue of keeping track of treat bags in stock came to a head again. It was only my realising Dianne had done a stocktake at the end of the Dec CC1 course, and me asking how many were left, that averted embarrassment last Wednesday. There were not enough bags in stock in Dec for the Feb CC intake, but no one had done anything about it. I asked Dianne to order enough bags for two CC Course blocks for 2021. They only arrived the morning of the 10th Feb. Too tight for comfort!! We did not have enough bags in stock for the 20 handlers arriving that evening expecting to be handed their pre paid for treat bag., to be used in their class that night. Not only does this prove we have to order several months in advance due to postal delays, but also I can not be the one left thinking about this. I have too much on my plate, which is why it was handed out in the first place. It is my understanding Jill will place the order, but she is not prepared to be the one keeping track of the numbers in stock, and when an order is due to be made. Someone has to take this bit of stock management on, be aware of the CC Course block dates, and keep the bags in stock in advance.

Jean will monitor the treat bags for CC. Ordering needs to be done well in advance to allow for postage delays.

There is still some difficulty fitting CC classes in around Obedience. The CC classes have a lead in time of several months and can't be changed at short notice, due to the tight schedule and sheer numbers involved. The current classes were booked and organised in October last year on the basis of Obedience's training and with their approval at the time. The April – May intake is already booked up as well on that same basis.

- **Obedience (Jess Beevis)**

None received

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

Not much extra to report since last meeting. Courses are continuing with some tweaking as things go along. Any feedback I have had has been positive, with people saying how much they enjoy rally. A few people have been on holiday so numbers fluctuate from week to week.

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

No report received. Ailsa reported that there is a good group of 3 – 4 beginners starting, with a couple of people away on holiday. There are around 3 – 4 seniors as well.

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

Nothing new to report. So far I have not charged those coming to the class. Other than one fly box and an old tunnel everything else I am using is mine. Our two new members have not made too many sessions. One can't come until after April and the other came one night and then his dog got canine cough so has not been back. Hopefully at the end of this block of CC classes another fly demo may encourage some more members although then we are getting back into winter and no daylight saving.

Southern Fly Group is a group of Zone 5 fly people and has nothing to do with OCTC. They do not run training classes, and only run tournaments approx 4 times a year, some in Dunedin and some in Invercargill. OCTC stores some of SFG's gear in the garage. As SFG is a separate organisation, not directly associated with OCTC and not to set a precedence, unless anyone objects, I propose in the future not to include their news in my report.

- **Forrester Park Report (Dianne Sprott)** (Dianne/Ailsa)

- There is an insurance claim underway for floor repairs to the asphalt in front of the cupboards.
- FP Committee are considering hiring out wall space for advertising in the hall. Cost undecided but an annual fee.
- Once they sort out the trophy cabinets, there will be an annual fee for those too.

The FPMC electricity bill is around \$150 - \$200 a month. Elaine noted that although we don't pay this directly, club members need to be mindful of not adding to the cost, eg don't turn on lights unless they are actually needed.

Secretary Report (Diana O’Kane)

• Membership

- Membership is currently 58. Some forms completed but payment not received – awaiting club dollars?
- Under our rules, there are several 2020 members who are now non-financial. On March 1st they will cease to be members at all. An email will be sent to these people next week to warn them of this, and a further email after 1st March to advise them that they are no longer members. An updated membership list will then be sent to DNZ.
- New members for approval: Danny and Tracey Farrington, Harry Gould (all one family). Approved (Dianne/Jean)
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• Secretary Hours

On leave until 11th January.

4th – 31st January 2021 29.75 hrs Approved Treasurer/President and paid. Ratified by committee (Ailsa/Lynn).

Secretary		Show Secretary	
Email/FB/Phone/Text/Msg	6.25	Judges Contracts	2.00
Meetings Agenda	7.75	Entries	0.25
Attendance	2.50	Schedule	0.50
Minutes	5.00	Sponsorship	0.25
Website/Facebook updates	0.25		
CC Preparation	1.00		
Membership	3.75		
Misc: Hours Record	0.25		
26.75		3.00	

• Correspondence (Grace/Lynn)

Inwards (to be accepted)

- Anne McLachlan (FPMC) – Forrester Park training hire fee increasing from \$30 to \$40 per session on 1st April
- Eva de Jong (DoC) – seeking interest in involvement in Lead the Way campaign (dogs and coastal wildlife)
- Sue Barr (DNZ) – invoice SI932733 for April Rally-O schedule \$115.00
- Karen Grant (DNZAC) – guidelines for covid and kennel cough at shows and training sessions (attached)
- Chris Whelan (Westpac) – response to enquiry re club debit/credit card
- Jo Miller – completed judging contract for April rally
- Susan Sheppard – completed judging contract for March obedience
- Colleen Begg (DNZ) – Notice of 2021 ACOD (attached) and nomination forms for DNZ President and Exec
- Queenstown Dog Agility Club – request to borrow Agility equipment for their March show.
- New training enquiries x 15

Outwards (to be endorsed)

- Chris Whelan (Westpac) – query regarding purchase card options for club (Dianne)
- FPMC – Agility ribbon trial on 2nd May now fun day, hall booking no longer required but park will be used (Dianne)
- TCTC – request to borrow agility equipment for OCTC April agility show (Melissa)
- CC2 class participants – letter of apology for photos taken without consent during class (Lynn)
- Susan Sheppard – judging contract for March obedience
- Response to all training enquiries

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

JANUARY BANKING: Balances on 31 January 2021 \$9,092.71 Total Term Deposits x 3 \$33,915.64

Payee	Reason	Amount	Club	Agility	Obedience	Rally	Canine Comp	Treibball	Spshp/Fndrsng
Diana O'Kane	Secretary Dec-Jan	522.00	522.00						
TOTAL OUT		522.00	522.00	0.00	0.00	0.00	0.00	0.00	0.00
Various People	Membership	725.00	725.00						
Various People	Agility Training	540.00		540.00					
Various People	Rally Training	1017.50				1017.50			
Nathan Rountree	Treibball Training	40.00						40.00	
Various People	CC2 class, Feb	680.00					680.00		
Various People	CC1 class, Feb	1245.00					1245.00		
Various People	Treat Bag sales	180.00							180.00
Various People	Clicker sales	20.00							20.00
Vicki Astle	March Obed entry	30.00			30.00				
Westpac	Interest	0.26	0.26						
TOTAL \$ IN		4477.76	725.26	540.00	30.00	1017.50	1925.00	40.00	200.00
January only	In	Out	Cash Mvemnt						
Club	725.26	522.00	203.26						
Agility	540.00	0.00	540.00						
Obedience	30.00	0.00	30.00						
Rally	1,017.50	0.00	1017.50						
Canine Comp	1,925.00	0.00	1925.00						
Treibball	40.00	0.00	40.00						
Spshp/Fndrsng	200.00	0.00	200.00						
1 Sep20 31 Jan21	In	Out	Cash Mvemnt						
Club	1,764.58	8,079.68	-6,315.10						
Agility	1,686.50	2,622.51	-936.01						
Obedience	710.00	2,407.01	-1,697.01						
Rally	3,465.50	3,145.78	319.72						
Canine Comp	4,176.00	1,172.98	3,003.02						
Treibball	386.00	390.00	-4.00						
Spshp/Fndrsng	2,183.21	1,048.99	1,134.22						
TOTAL	\$14,371.79	\$18,866.95	-4,495.16						

Treasurer Correspondence

Inwards Correspondence 16th Jan – 10th Feb 2021

Diana O'Kane, secretary's invoices 4th January to 31st January

Dogs NZ, invoice for April Rally show.

Karen Tustin, reimbursement for judge's flights. April Rally show.

29th January. Ailsa Hawkins, explanation of banking deposit.

Tevra Dog Training invoice for 50 treat bags.

Member regarding type of membership required.

Chris Whelan (Westpac) re debit card. (DS) I personally do not think it is worth opening a separate bank account (with single signatory) just to operate a debit card, but will go with majority decision.

Outwards Correspondence 16th Jan – 10th Feb 2021

Member regarding membership payments / type of membership.

FPMC, informing them that 2nd May is now a fun day and OCTC do not need the hall.

Chris Whelan (Westpac) re debit card or Purchase card possibilities.

To member asking for bank account details so I can refund overpaid rally training fees. No response. Both Elaine and myself have emailed her.

Show Secretary Report (Diana O’Kane)

- The schedule for June Jumpers is due at the end of February.
- Entries now coming in for March Obedience, April Agility, and April Rally-O shows.
- *Belinda moved that cash prizes for Agility and Obedience shows be increased to \$25, \$20, \$15 (1st-3rd). Seconded by Jean. Passed unanimously.*

Agility	Obedience	Rally-O	Treibball	Schedule Due
	6/7 March 21 Obedience Champ x 3			31 October (Dec DW)
10/11 April 21 2xAg, 3xJ, AD				30 November (Feb DW)
		24/25 April 21 4 x DNZ Champ Rally		31 Jan (Mar DW)
19/20 June 21 (at EC) 5 x Jumpers				28 Feb (Apr DW)
		3 /4 July 21 NZARO Rally-O		n/a
11/12 July 21 Zone 5 Games				n/a
21/22 August 21 Zone 5 team trials				n/a
11/12 September 21 2xAg,2xJ,AD,ADX	11/12 September 21 3 x Obedience Champ			31 May (July DW)
		18/19 September 21 4 x DNZ RallyO Champ		30 Jun (Aug DW)
3 October 21 Ag/J ribbon trial				n/a
	7 November 21 Obedience ribbon trial			n/a
		27/28 November 21 NZARO Rally-O		n/a

JUDGES				
6/7 March 2021	Ch Obedience x 3	Ray Murray	Susan Sheppard	Steve Hull
10/11 April 2021	Ch Ag/Jmps/AD	Martin Bush	Joanne Rennell	Wayne Grant
24/25 April 2021	DNZ Ch RallyO x 4	Jo Miller	Ann Davis	Dawn McCracken
19/20 June 2021	Ch Jumpers x 5	Carole Logan?	Isobel Syme?	
3 /4 July 2021	NZARO RallyO	Beverley Thompson (tbc)	Diana O’Kane?	Elaine Limburg?
11/12 Septmbr 2021	Ch Ag/Jmps/AD/ADX			
11/12 Septmbr 2021	Ch Obedience x 3			
18/19 Septmbr 2021	DNZ Ch RallyO x 4	Arend van den Bos (tbc)		
3 October 2021	Agility R/T			
7 November 2021	Obedience R/T			
27/28 Novmbr 2021	NZARO RallyO	Sheelah Stevens (tbc)		

6th & 7th March 2021 Championship Obedience Tests x 3

Schedule due 31st October for December Dog World

Entries close: 21st February

Show Manager				
Start Time	8.30am Saturday Show 1, 1pm Saturday Show 2, 9am Sunday Show 3			
Judges	Ray Murray		Susan Sheppard	Steve Hull
Expenses			\$132	\$100
Accommodation	Clasina Robinson		Billet (Kristine Luyten)	Nicky Rutherford
Travel	Flights (Jill)		own	Flights (Jill)
Saturday	A1, Nov1, Beg1, B2		A2, C2	B1, C1, Beg2, Nov2
Sunday	C3		Beg3, Nov3, B3	A3
Prizes/Ribbons/Spnsor	Judges' Gifts	Judges' Meals	Catering	Job Roster
Ribbons 1- 5 Beg/Nov, 1-3 A,B,C – Jill to order Prizes 1-3, \$25, \$20, \$15 Proplan?	\$50 cash		Shared lunch	

10th & 11th April 2021 Championship Agility x 2, Championship Jumpers x 3, AD Trial

Schedule due 30th November for February Dog World

Entries close: 12th March

Show Manager	Donna Burns			
Start Time	First course walk 8am, judging at 8.15am (alternate rings)			
Judges	Martin Bush		Joanne Rennell	Wayne Grant
Expenses	\$90		\$100	\$0
Accommodation	Belinda		Donna	n/a
Travel	Flights			
Saturday	JA1, JB1, Sen1		AD, JC1, JA2	St1, Nov1, Int1
Sunday	JB2, Nov2, Int2		JC2, JA3, Sen2	St2, JB3, JC3
Prizes/Ribbons/Spnsor	Judges' Gifts	Judges' Meals	Catering	Job Roster
Ribbons 3 rd – 10%, prizes 1-3, \$25, \$20, \$15 Proplan?			Mikey's Kai food truck (Melissa to chase up) Archie Coffee van	

24th & 25th April 2021 Championship Rally-O x 4

Schedule due 31st January for March Dog World

Entries close: 11th April

Show Manager	Helena Akesson + helper			
Start Time	8.30am			
Judges	Jo Miller		Ann Davis	Dawn McCracken
Expenses	\$90		\$30	\$100
Accommodation	Diana		Elaine	Sorting own (Clearwaters)
Travel	Own car		Flights sorted, Elaine will pick up and transport to FP	Own car
Saturday	Encore1, Exc1		Nov2, Exc2, Adv2	Adv1, Nov1
Sunday	Nov4, Exc4, Adv4		Exc3, Adv3	Nov3, Encore2
Prizes/Ribbons/Spnsor	Judges' Gifts	Judges' Meals	Catering	Job Roster
Proplan, prizes/ribbons to 3 rd , ribbons 2b ordrd	\$50 cash		Shared lunch	Helena?

19 th & 20 th June Championship Jumpers x 5				
Schedule due 28 th February for April Dog World			Entries close: 23 rd May? Equestrian Centre	
Show Manager				
Start Time				
Judges		Carole Logan?	Isobel Syme?	
Expenses				
Accommodation				
Travel				
Saturday				
Sunday				
Prizes/Ribbons/Spnsor	Judges' Gifts	Judges' Meals	Catering	Job Roster
Prizes 1-3, \$25, \$20, \$15 Proplan?			Mikey's Kai food truck and Archie Coffee van?	

3 rd & 4 th July 2021 NZARO Rally-O Trials x 2				
<i>Pre-entry and entry on the day</i>				
Show Manager				
Start Time				
Judges	Beverley Thomson to be contracted	Diana O'Kane?	Elaine Limburg?	
Expenses		none		
Accommodation		n/a	n/a	
Travel	Flights to be sorted	own	own	
Saturday				
Sunday				
Prizes/Ribbons/Spnsor	Judges' Gifts	Judges' Meals	Catering	Job Roster
Proplan, order ribbons from NZARO (1 st /2 nd), prizes to 3rd			Shared lunch	

11 th & 12 th September 2021 Ch Agility x 2, Ch Jumpers x 2, AD Trial, ADXA Trial				
Schedule due 31 st May for July Dog World			Entries close: 15 th August	
Show Manager				
Start Time				
Judges				
Expenses				
Accommodation				
Travel				
Saturday				
Sunday				
Prizes/Ribbons/Spnsor	Judges' Gifts	Judges' Meals	Catering	Job Roster
Ribbons 3 rd – 10%, prizes 1-3, \$25, \$20, \$15 Proplan?			Mikey's Kai food truck and Archie Coffee van?	

11 th & 12 th September 2021 Championship Obedience Tests x 3				
Schedule due 31 st May for July Dog World			Entries close: 29 th August	
Show Manager				
Start Time				
Judges				
Expenses				
Accommodation				
Travel				
Saturday				
Sunday				
Prizes/Ribbons/Spnsor	Judges' Gifts	Judges' Meals	Catering	Job Roster
Ribbons 1- 5 Beg/Nov, 1-3 A,B,C – Jill to order as needed. Prizes 1-3, \$25, \$20, \$15 Proplan?			Mikey's Kai food truck and Archie Coffee van?	

18 th & 19 th September 2021 Championship Rally-O x 4				
Schedule due 30 th June for August Dog World			Entries close: 5 th September	
Show Manager				
Start Time				
Judges	Arend van den Bos to be contracted			
Expenses				
Accommodation				
Travel				
Saturday				
Sunday				
Prizes/Ribbons/Spnsor	Judges' Gifts	Judges' Meals	Catering	Job Roster
Proplan, prizes/ribbons to 3 rd , ribbons to be ordered?				

3 rd October 2021 Agility Ribbon Trial				
Not scheduled				
Show Manager				
Start Time				
Judges				
Expenses				
Accommodation				
Travel				
Saturday				
Sunday				
Prizes/Ribbons/Spnsor	Judges' Gifts	Judges' Meals	Catering	Job Roster

7 th November 2021 Obedience Ribbon Trial				
Show Manager				
Start Time				
Judges				
Expenses				
Accommodation				
Travel				
Saturday				
Sunday				
Prizes/Ribbons/Spnsor	Judges' Gifts	Judges' Meals	Catering	Job Roster

27 th & 28 th November 2021 NZARO Rally-O Trials x 2				
<i>Pre-entry and entry on the day</i>				
Show Manager				
Start Time				
Judges	Sheelah Stevens to be contracted			
Expenses				
Accommodation				
Travel	Flights to be sorted			
Saturday				
Sunday				
Prizes/Ribbons/Spnsor	Judges' Gifts	Judges' Meals	Catering	Job Roster
Proplan, order ribbons from NZARO (1 st /2 nd), prizes to 3rd			Shared lunch	

General Business

• Achievements Board

Belinda has suggested a page on the website listing Champions etc. What level of achievement should be included? Who would like to take responsibility for collating and updating that information? To be uploaded to the website in a time-efficient way, it needs to be provided in a ready-formatted Word or PDF document.

Agility Champions are recorded on the DNZAC Agility website. Obedience Champions don't appear to be recorded anywhere so are harder to collate. A list of some kind can be put on the noticeboard and in the garage, and on our website. Keep this on Matters Arising so we can continue to work on it.

• Social Media and Photos

People have many, many very good reasons for not wishing to be photographed and valid concerns about how those photos will be used. Once an image is online, there is no restriction on who can access it, share it, or use it for whatever purpose they choose, regardless of the initial intention - all control is completely gone and there is no shutting it down again. Everyone has the right to autonomy over their own image, including not having it taken in the first place.

With this in mind, and in light of recent complaints by CC2 attendees photographed without permission, we need to formulate a policy around photography and the use of other people's images and information online. This policy needs to apply to all photographers at OCTC events and sessions, whether they are club members or not.

Elaine has done some research into the laws around photographing other people:

- It is legal to take photos in public places eg DCC dog park, but not in such a way that people can be identified.
- On private property (eg FP hall), the permission of the property owners (Dogs NZ) or the tenants (FP Management Committee and presumably OCTC) is needed.
- Before taking any photos, you should ensure that people are aware that they are being photographed, who is taking the pictures, what they will be used for, and who they will be shared with. You also need to tell people who they should contact if they do not want to be photographed. Clear signage is required.
- If an organisation has taken photos, where individuals can be identified, under the Privacy Act they must not publish the photos without consent. There are many situations where people do not want their photo published, the most serious can be such things like when people are trying to avoid a violent partner from locating them or their family.
- You must not take photos of any person under the age of 13 without the parent or guardian's permission. A consent form can be used but needs to be done prior to taking photos.
- Adding a general clause to our membership or enrolment form is not sufficient – whether a photo is appropriate depends on the circumstances and what it will be used for, there is no practical way for a photographer to know if someone has opted out, and not everyone present will have been given the choice.

Jean will put together a policy to present to the next meeting.

Leigh moved that until a formal policy was in place, anyone taking photos at OCTC training sessions and shows must first ask the permission of those being photographed, regardless of location. Seconded by Belinda. Passed unanimously.

• Course Notes for Disciplines.

These need to be saved on the club website so they do not get lost. I think Agility was having trouble finding their most up to date course notes. Other disciplines should also be able to access notes which pertain to more than one sport eg perch work. Is there a way of doing this?

Diana notes: All handouts, including homework sheets, provided to CC1 and 2 people are available on the website but are not accessible without the URL or link. This is to prevent non-members and random members of the public taking our intellectual property for free while others have paid good money for it. The CC instructor manuals are not online, but it would make sense if they could be accessed via the website. Course notes and manuals from other codes can certainly be added, but need to be provided in an uploadable format, and need to be kept up-to-date.

Diana will set up an instructors' resources page on the website for manuals and any other instructor-related material, and can also set up individual pages for each code with handouts and resources for those taking classes. Diana will email coordinators to let them know and ask for material to include. All these pages will be accessible only by a direct link, not through the website menus, so coordinators will need to make sure anyone who needs the URL has it.

- **Foundation Course Fee**

The committee passed a motion in February last year that non-members attending a Foundation level course other than Canine Companion would pay an extra \$20 on top of the standard training fee. This charge has not been applied, and the current coordinators are probably not aware of it. This policy still doesn't allow non-members to attend any course beyond Foundation level.

A Foundation course is defined as any first-level beginner course in any discipline. Before starting the course, new people are to be given the option of either joining the club or paying the extra training fee, and advised that if they choose to continue on they will need to become a member anyway. This information will enable them to choose whether membership is a better option or not for them at the time.

Diana will email coordinators to remind them of this.

- **Training Under Covid Level 2**

We can train and run shows under Levels 1 and 2. Level 2 is problematic, and it would be helpful to have a formal policy as to how things operate under Level 2 restrictions. The rules keep changing but currently, Level 2 requires:

- Group maximum 100. In confined spaces, physical distancing takes precedence, so may be less than 100.
- All attendees must be recorded, and the record kept for at least two months.
- Physical distancing of one metre between group members unless they are known to each other.
- Physical distancing of two metres from individuals outside the group, and no sharing of facilities, spaces, or equipment between groups.
- QR Code must be displayed and a sign-in book provided (Level 1 requirement).
- Good hand hygiene and regular cleaning and sanitation of shared surfaces and equipment.
- Masks are recommended/required where physical distancing isn't possible.

At present, no gatherings are permitted under Levels 3 and 4. The DNZAC has put out a couple of directives with regard to training and shows under different levels.

Diana will put together a Level 2 policy for training and shows. Other issues to be considered are physical distancing of dogs as well as people, travellers from any recent hot spots, and coordinators' power to cancel or continue with classes.

- **OCTC Venues (Diana)**

Several members have asked about the possibility of holding at least some training classes and shows at another venue, to avoid the restrictions placed on us at Forrester Park. It has been suggested that the membership could be made aware that we are looking for a suitable alternative, so that we have more people keeping an eye open, or someone may even have access to a location, eg private property, but is unaware that we are looking. Any classes or shows held on DCC or DoC reserves require a permit and are subject to the whims of government officials.

I had an informal discussion with Simon Monson in November last year about the possibility of all the Dunedin clubs pooling resources to obtain their own property, whether leased or purchased, as Dogs NZ seem to have gone back on their plans to move to a better location, and our needs are becoming increasingly urgent. It seems all the other clubs are interested in pursuing this idea, but Simon is under the impression that OCTC is not prepared to move to any venue on the Taieri or outside the immediate city environs. To the best of my knowledge, our club has never had that conversation, so I don't know where that came from. But if there is now a general will among the local clubs to at least investigate options, it is probably time the matter was put to the membership to at least gauge the general feeling, so that all clubs, not just OCTC, can move forward on this issue.

I would like to propose that the membership be surveyed about their feelings on the matter, and be asked if anyone knew of a suitable location. I'm not suggesting we commit the club to anything; just put feelers out. Competitors are already avoiding Dunedin shows because of the venue, our training class options are severely hampered by being "trapped" inside, and in ten years' time the outdoor area will be unusable for Agility due to land subsidence and damage. We really need to start planning to move now, not wait until the situation worsens further.

Essential Criteria

- Private land with suitable council zoning, not subject to DCC or DoC control, and public access able to be controlled.
- Within 20 – 30km of Dunedin city.
- Enough green space to allow for two to three agility rings, plus space for dogs to be exercised properly.
- Plenty of off-road parking close to where training/competition is taking place – ie can keep an eye on vehicles.
- Away from residential housing so that noise is not an issue for neighbours, and no planned development in area.
- Toilet facilities and water supply for handwashing.
- Power supply.
- Land can be developed appropriately – eg flattened for rings, fencing, ground preparation, water and power, storage

Nice-to-Have Criteria

- On-site facilities or option to build –indoor or covered rings, but at least storage, clubroom, kitchen, showers etc.
- Options for camping.
- Long term lease if not purchased outright.
- Internet connection possibilities.

The general feeling was that OCTC would be better off with its own land and premises rather than trying to share with other clubs. The main obstacle to this is that while we could probably service a mortgage, we have no collateral or equity to use as security for a mortgage application. However, someone may know of land we could have, buy, or lease. Diana will set up a survey of some kind to canvas the membership for their opinions on this matter, and to see if anyone has any solutions.

• Queenstown Dog Agility Club

QDAC asked to borrow some of our Agility equipment for their upcoming March show in Queenstown. This was agreed to. Our equipment is currently insured for transport and off site use, but QDAC would be expected to pay for any loss or damage.

Meeting closed: 9:00pm

Next meeting: 18th March 7pm

From the DogsNZ Agility Committee:

Good Afternoon Everyone

The AC would like to remind clubs that you should still be using contact tracing at training and shows. The best and easiest way to do this is with a QR code. If your club hasn't created a QR code you can get one here <https://covid19.govt.nz/business-work-and-money/business/get-your-qr-code-poster/?fbclid=IwAR2xfqSYxWdCrXWQdpvZwh6-8AqQGW1nBa8RzbjEGAG3EZ1h3qdp0v2MYV0>

Don't forget to display your posters at all training sessions and competitions in multiple locations and have a sign-in sheet or book available for anyone who doesn't have the app and encourage everyone to please scan or sign in each and every time they arrive at training or a competition. People should be encouraged to stay at home if they feel unwell.

There have been outbreaks of Kennel Cough in several parts of the country and Dogs NZ recommends that at shows all dogs should remain on leads when not competing and should not be allowed to contact dogs outside of their home group (i.e. social distancing and staying in their bubble!), and there should be no communal water bowls or other vehicles for transmission. It would be advisable to extend this recommendation to include keeping dogs apart at training and not having paddling pools available at shows.

Show Regulation 19.10 specifies that dogs must not be exhibited where they have been knowingly exposed to contagious or infectious disease during a period of six weeks prior to exhibition, so we are encouraging all competitors to be sure to follow this if their dogs have had kennel cough, or have been exposed to it.

Clubs are reminded that refunds should always be given for show withdrawals because of suspected cases of kennel cough, regardless of whether a vet certificate has been obtained. Similarly, handlers should not be penalised for following Government advice and staying away from a show if they feel unwell.

Kind Regards,

Karen Grant
Secretary
Dogs NZ Agility Committee (DNZAC)
<http://www.dogagility.org.nz>



Prosser Street, Private Bag 50903
PORIRUA 5240

t: +64 4 910 1526

w: dogsnz.org.nz

e: members@dogsnz.org.nz

15 February 2021

Secretaries

All Dogs NZ Clubs (other than affiliated All Breed clubs)

Dear Secretary

ACOD NOTICE

We are writing to provide the Notice of the upcoming 2021 Annual Conference of Delegates and have also attached nomination forms for Executive Council members and President. Please note the draft 2020 minutes will be posted with the Yearbook on or about May 20/21 2021.

Regarding ACOD it is noted:

1. Any affiliated or associated club under Rules 7,8 or 9 may submit a remit, recommendation or discussion paper to be included in the order of business
2. Any recognised club under Rule 10 may submit a recommendation or discussion paper to be included in the order of business
3. Any club under Rules 7,8, 9 or 10 , or individual member, may nominate a member for an Executive Council position

All clubs are encouraged to schedule a meeting for the following purpose:

Voting (if required)) for Executive Council members and for President - there are two Executive Council vacancies in each island. These are all for 2 year terms. If voting is required for these positions documents will be sent to eligible clubs on 12 April 2021 with a close off date of 14 May 2021.

Note only recognised clubs are NOT eligible to vote for Executive Council and President. Associated Agility and Obedience clubs are eligible to vote and are encouraged to do so.

A handwritten signature in black ink, appearing to read "Steven Thompson".

Steven Thompson

Director Secretary

Annual Conference of Delegates (ACOD) 2021

The ACOD will be held at the Brentwood Hotel & Conference Centre, Kemp St. Kilbirnie, WELLINGTON

Saturday 19 June 2021, 10am - ACOD

Sunday 20 June 2021, 9am – NZ Dog Judges Assn Inc

ACOD Business

Clubs may submit:

- Remits/proposed Rule changes (excludes recognised clubs)
- Recommendations (any matter not requiring a Rule change)
- Discussion papers
- Nominations for Executive Council members (two vacancies to be filled in each island – two year terms)
- Nomination for President (2 year term)

Closing date and time

All nominations, remits, recommendations, and discussion papers must be with the Director Secretary by **4.00 pm, Friday 9 April 2021** either by post or emailed to secretary@dogsnz.org.nz

Representation

Agility, Obedience and Working Trials Clubs are represented by the Agility Committee and/or the Dog Obedience Committee.

Group/Multi-breed and Specialist breed clubs are represented by elected delegates representing the following groups. Delegates will be announced on Monday 5 April.

- | | |
|-------------------------------|--------------------------------|
| ▪ Auckland Group/Multi-breed | ▪ Auckland Specialist Breed |
| ▪ Waikato | ▪ Taranaki/Wanganui |
| ▪ Hawkes Bay | ▪ Wellington Group/Multi breed |
| ▪ Wellington Specialist breed | ▪ Canterbury Group/Multi-breed |
| ▪ Canterbury Specialist Breed | ▪ Otago/Southland |

Attendance

There is an ACOD fee of \$108 payable by all club delegates which includes lunch on Saturday.

Lunch will be available for \$27.00 payable on the day for observers.

Accommodation/Travel

Dogs NZ will make the bookings for all delegates unless advised otherwise. *Delegates making their own flight*

bookings can claim reimbursement from DNZ. This must be done by 9 April 2021.

The completed booking form **must** be sent to Dogs NZ **or be completed online** no later than **Friday 9 April 2021**. Details required:

- the name/s of delegates for your club. Flights will be booked in and out on Saturday. Where this is not possible, a Friday evening flight will be booked and accommodation provided at the Brentwood Hotel. Where Saturday departure is not possible accommodation and Sunday morning flights will be booked. **Flights booked will be on a seat only basis.** Any accommodation is at the expense of the club not Dogs NZ and must be settled upon departure.
- the names of those delegates attending the NZ Dog Judges Assn. Inc. meeting. If this person is the same as your delegate, please confirm that accommodation is required for the Saturday night. Any accommodation is at the expense of the individual not Dogs NZ and must be settled upon departure.

A FREE SHUTTLE is available for transport between the Brentwood Hotel and Wellington Airport, visit www.brentwoodhotel.co.nz to book

Dogs NZ only pays for the travel for the 1st delegate; the 2nd delegate is at the cost of the club. Where 2 delegates are sent, preferably travelling together, Dogs NZ will:

- Make the bookings on behalf of the delegates
- All Breeds Club will be immediately invoiced for the 2nd delegate for airfare and conference fee. Any accommodation is at the expense of the individual not Dogs NZ and must be settled upon departure.
- Invoice to be paid within 28 days of receipt of the same.
- Mileage can be claimed (up to airfare equivalent) at a rate of \$0.50/km

Steven Thompson
Director Secretary