

Committee Minutes

Held on Sunday, 21 October 2018

Present: Nicky Casey, Simon Casey, Margaret Harrop

Apologies: Tom Lovatt, Deborah Remacha, Gail Norling, Sandy Baigent

The meeting commenced at 2:15pm.

Due to lack of a quorum any decisions required will be circulated by email following the meeting.

1. Acceptance of Apologies

Apologies noted.

2. Minutes of Previous Meeting

Nicky advised no objections or corrections were received following circulation of minutes by email.

3. Action Points from Last Meeting

4. Obtain quote for interior positioned perimeter fencing. *Deferred.*
4. Ask WCC if they would install safety bollards down driveway following removal of fence. *Deferred.*
4. Complete working bee list with owner assigned to each task. *In progress.*
4. Research options for receiving lottery grant funding. *Deferred.*
4. Contact WCC for their interest in paying for tar sealing of grounds in return for car parking during the week. *Complete.*
4. Purchase photo albums. *Complete.*
4. Organise old photos into albums. *Due 3 Nov 2018.*
4. Print new member photos and pin up. *Due 17 Nov 2018.*
6. Amend manual registration forms to ask if dog is de-sexed. *Complete.*
6. Organise ordering and delivery of Ensopet Pet Waste Composting Kit. *In progress.*
8. Add calendar of 2019 events to website. *Complete.*
8. Agree training fees for 2019 - casual attendees. *In progress*
8. Develop instructor requirements and manual. *Ongoing.*
8. Establish training sub committee meetings schedule. *Ongoing.*
8. Documentation of training standards. *Ongoing.*
8. Outline and advise grading standards at the start of each course. *Ongoing.*
8. Simon to obtain contact details for Karen (Area Events) & provide to Margaret to follow up regards her availability. *Due 17 Nov 2018.*
10. Contact cup holder and advise return required by 25 October. *Complete.*
10. Source prizes for Club Fun Day / Xmas Party. *Complete.*
10. Design certificates for cup winners and provide to committee for approval. *Complete*
11. Advise committee meeting dates in each member newsletter. *Ongoing.*
11. Create poster showing merchandise for sale with prices. *Complete.*
11. Promote Central Allbreeds Rally-O event to members. *Complete.*
11. Provide information on Rally-O to committee. *Complete.*

4. Lease Renewal / Premises Maintenance

Margaret advised that we had received no further update from the council however it is hoped that failure of WCC to source suitable grounds for Central Allbreeds could be a catalyst for them to progress our lease renewal.

Margaret advised that WCC had declined consideration of tar sealing of arenas in return for parking. This activity is outside uses allowed within Town Belt.

Nicky suggested that as we have over \$2,000 remaining in cheque account we could now research leaf blower options and present to committee for approval to purchase. AP

Nicky advised that ACME build have still not returned club keys to us. Chase up required. AP.

5. Banking/Finance

Margaret advised account balances (see below) and will complete full financial report to be provided with circulated with minutes to committee members.

Closing balance of cheque account: \$2,431.01

Other account balances:

Savings account - \$7,010.21

Term Deposit - \$25,000.00

6. Health and Safety

Nicky advised that Deb was getting no response from EnsoPet following their initial offer to provide one system free to the club. Nicky will offer her kit to the club on the proviso if it is not deemed suitable it comes back to her. Installation location can be agreed and implemented on working bee day.

7. Ribbon Trial

Nil to report.

8. Training

A trainers meeting needs to be organised and held ahead of grading on 18 Nov. AP.

At last committee meeting course fees were agreed but we neglected to consider casual course fees. New course fees for 2019 equate to \$7.50 per class.

It was suggested that casual one off attendance be \$10 but we could off a 10 class ticket at \$75. Casual attendees should be allowed in senior class only as intermittent attendees can be disruptive to junior dogs.

AP. Seek ratification from committee members for proposed casual fees 2019.

9. Constitution Review

Deferred.

10. Club Day & Cup Day

There was discussion as to whether or not we should invite members of Central Allbreeds. If that was to happen we may need more than the 100 prizes we have available. At this point it was felt we could hold off with extending an invite until more is known of their intentions (refer general business discussion).

Ideas were discussed for Club Day games and competitions and organising them into arenas which members could circulate around.

AP. Committee members to provide ideas for games & events to Margaret.

AP. Find out which committee members will be available to assist on Club Day (25 Nov) so that tasks can be allocated (eg. grounds prep, running game/event in each arena, BBQ prep, manning BBQ, prize giving, etc).

AP. Promotion of Club Day to members.

Judging for trophy holders will be undertaken on grading day. Judges will need to be allocated at instructors meeting to be held prior.

Trophies & certificates will be awarded on Club Day

11. General Business

Resignation of Jo Lake will need to be accepted by committee members. AP.

Nicky advised that when she and Simon attended Rally-O at Central Allbreeds (CAB) last Saturday we had a conversation with them as to how their search for new grounds was progressing. We were told not well and that in just 1 month their driveway access would be lost. We were asked if it may be possible to run their last Reactive Rovers Course for the year at our grounds and also their NZARO event. We advised that they should put their request in writing and we could then discuss with committee and also seek approval from WCC.

The following day Sunday 14 Nov Rachel (president of Central Allbreeds) visited us at our grounds and talked with Nicky, Tom and Gail. She advised that the grounds that WCC were offering to them were unlikely to be suitable as they were not able to erect any buildings and there was no storage. Grounds initially considered in Karori had fallen through due to neighbourhood objections.

Rachel advised that their club had 3 options available to them:

1. Accept the grounds, or
2. Close down the club, or
3. Gauge our interest in merging.

She advised that if they did merge with us they would bring funds and were also promised relocation funds from WCC. This would hopefully enable resurfacing of arenas. Note that CAB would want surfacing to accommodate agility.

It was agreed that merging was of interest as it would also grow the pool of instructors and we wouldn't want to see their instructing talent lost to Wellington dog owners. CAB also offer some courses/training that we don't (Canine Good Citizen, Reactive Rover, Rally-O).

CAB will need to decide what their preference is and we would also need extended hours from WCC if we were to merge and offer more classes. The ball is in their court on this one.

CAB subsequently made formal request to borrow our grounds for Reactive Rovers Course and also their NZARO event. Kristine Ford from WCC approved temporary extension on hours for both events.

It was agreed that advice to neighbours regarding NZARO event (Sat 24 Nov) should be written by WCOG and not CAB.

Margaret raised that the current Club operating hours in our lease (which until renewed or cancelled continues on a month by month basis on the same terms) appears to have been settled following a mediation that involved WCC, the Club, and a deputation from the Club's neighbours. The Club needs to be mindful that consultation with the neighbours is important if we extend beyond the current operating hours in the lease - either because it is a Club event, or one that we host for CAB, or in terms of a any potential future merger. Margaret felt this was particularly important as up to the very recent approach to use our facilities and talk of merger by CAB we have remained within our operating hours and indicated to neighbours that we were unlikely to be seeking any increase in the times we operated in the near future.

AP. Nicky to provide contact details at CAB re NZARO event to Margaret to enable writing of neighbourhood advice.

ACTION POINTS

Ag #	What	Responsible	Due Date
4	Obtain quote for interior positioned perimeter fencing.	Margaret	11/18/18
4	Ask WCC if they would install safety bollards down driveway following removal of fence.	Margaret	11/18/18
4	Complete working bee work list with owner assigned to each task	Sandy/Margaret	In progress
4	Research options for receiving lottery grant funding	Margaret	deferred
4	Research leaf blower options & present to committee for approval to purchase.	Nicky	01/27/19
4	Chase up return of keys from ACME bulid	Nicky	10/28/18
4	Organise old photos into albums	Sandy	3/11/18
4	Print new member photos and pin up	Nicky	3/11/18
8	Agree training fees for 2019 (casual attendees)	Committee	10/28/18
8	Arrange instructors meeting ahead of grading (18/11)	Margaret	11/11/18
8	Develop instructor requirements and manual	Margaret / trainers	ongoing
8	Establish training sub committee meetings schedule	Margaret/Gail	ongoing
8	Documentation of training standards	Margaret	ongoing
8	Outline and advise grading standards at the start of each course.	Trainers	ongoing
8	Simon to obtain contact details for Karen and pass on to Margaret to follow up regards her availability.	Simon	11/18/18
10	Print certificates for cup winners & runners up	Nicky	11/11/18
10	Provide ideas for games & events for Club Day to Margaret	Committee	11/11/18
10	Seek committee members availability to assist on Club Day	Nicky	10/28/18
10	Promote Club Day to members	Nicky	11/11/18
11	Advise committee meeting dates in each member newsletter	Nicky	Ongoing
11	Seek approval from committee to accept resignation of Jo Lake	Nicky	10/28/18
11	Provide contact details at CAB re NZARO event to Margaret to enable writing of neighbourhood advice.	Nicky	10/28/18

Meeting closed at 3.30pm

Next meeting: 18 November (after grading - approx noon)