

# OCTC Committee Meeting 21 July 2022

## Minutes

**Meeting opened:** 7:06pm at ALSCO tearoom, Leith St

**Present:** Dianne Sprott, Sharyn Baxter, Melissa Paterson, MaryRose Scoular, Anne McLachlan, Jean McKinnon, , Marjo Buis, Donna Burns

**Apologies:** Helena Akesson, Teo Georgescu, Lyn van Beers, Elaine Limburg

**Absent:** Grace Fleury

(DS/MB)

- **Minutes of Last Meeting (16<sup>th</sup> June)**

Corrections: Nil

The previous minutes were accepted as a true & correct record. (SB/MP)

### Matters Arising:

- **Agility Equipment Standardisation**

In progress but not urgent.

- **Alternate Venues to be investigated:**

- For Scent work: Brooklands, Chingford Park, Bland Park (Waitati), Waikouiatu Race Course

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

- Electronic Storage of Club Records
- Instructor Resources on Website (Manuals, Course Notes etc)
- Children at Training Policy - Jean to progress. Progressing.
- Champions List – MaryRose to discuss further with Diana. Anne to look for list and send to Mary Rose
- Fundraising night eg. Quiz Night & Have a Go event, Bingo – to progress
- Policy Document update – Elaine updating

### Coordinator Reports:

- **Agility (Mary Rose) (MR/MB )**

We are at week 4 of this block. Weather and covid have made it hard to know how many people will turn up each night. This doesn't help knowing how much gear to get out. Some good people coming through with potential and a really fun and positive atmosphere. Trainers are all working together well and helping each other. After consideration we have worked out that we need to purchase a further 10 pairs of sandbags for tunnels due to larger requirements from judges and some have deteriorated over time. I will bring this up in general business.

- **Canine Companion (Lynn) (Jean/SB) )**

- The next CC Block starts the 27th July-31st Aug. With another 14 new Handlers enrolled in CC1, 7 per class And 8 CC2 Handlers enrolled, made up of 6 fresh CC1 graduates, 1 from a previous CC1 and 1 repeat CC2.
- The week 6 demo night on the 13th July was a challenge for all involved. VERY unpleasant weather was a large contributor to the reduced turnout of CC1 Handlers. Also the roll on effect of having a weather cancelation at week 5, meant the course dates had to over run by 1 week, affecting some peoples availability to attend the later than scheduled week 6 [demo night].
- The resulting reduced number of CC1 Handlers attending produced a smaller pool of Handlers making their decisions as to what sports they may be interested in.

- All the OCTC Sports are showcased in the demos, and these are performed by Marjo, Jean, Elaine and Lynn. Jean is also the Compere during the Demo's

- **Rally-O(Ailsa)** (Jean/DB )

- New block started on the 11th July. Angela is now taking the beginners group with, at present 3 members - 2 of them agility people. Marjo has taken on the Novice group with Jean buddying, and I am taking the Advanced group. At present we have a number of rally people overseas, committed to other activities, and one advanced person not able to join us until later in the block. All are up to date with paying for the course. I have allowed the option to pay in two parts (5 weeks + 4 weeks) or in full. This is due to the length of the block. Most of us are feeling the pinch so I'm hoping this has made things a little easier for people. Training slots have been adjusted on Mondays, to take into account the colder winter nights. We are still setting up at 6.30pm, seniors and Novice start at 6.45 - 7.30, Beginners and Adv 7.30 - 8.15pm. This seems to be going well.
- The Nov people were excited at getting their first competition under their belts. Unfortunately the RDA wasn't a popular choice for some of the senior members who were judging, plus one experienced competitor from another club, They said that despite all of its better features the arena's surface caused them discomfort. One person commented that it was suitable for a one day event, but not for any more than that.

- **Flygility(Elaine)** (Jean/DS )

- Fly training at RDA is going well and we have a steady increase in numbers. Following the latest CC demos on Wednesday 13th July we have 5 new people wanting to join us. This will bring our numbers to a maximum of 14 if everyone turns up.
- Our dates for the rest of the year are 23rd July, 6th August, 20th August, 3rd September, 10th September, 24th September, 8th October, 22nd October (Labour weekend), 29th October, 12th November and last one for the year 19th November. We are hoping to have some sort of fun competition on the 19th November but details to be sorted out.
- Thanks to our committed instructors Lynn and Jean (and myself).

- **Scent Work (Helena)** (Jean/MB )

I'm currently on a break as the last block finished at the end of June. I have started organising the next block and it is scheduled to start Sunday 14/8. I will run two Foundation classes for this block, I have 13 new people confirmed to start and only a couple of places left to fill. For this block the Novice class will have a break as they can easily work a bit by themselves now.

I have booked The Equestrian centre for the December trial and I'm working on organising what classes to run and getting judges sorted.

- **Treibball (Helena)** (Jean/MB )

We finished the last block with a competition, and everyone did very well! We have just had a break week and will start the new block this Friday. We have 2 or 3 new people joining us, otherwise all the same people are returning.

Ailsa will continue to take the beginners class and I will continue to take the other class. We may reinstate senior training where myself, Ailsa and Carina will start working on Advanced Treibball skills.

I have also booked FP for a Sunday in November, the 20 th , to run a Treibball competition and run two of each class. I'm hoping to run two of these daytime comps next year as well. These will be charged as ribbon trials by FP.

### **Forrester Park Report (Donna)** (DB/MP )

Report from Forrester Park management committee meeting which was held on Tuesday, 12 July 2022.

I found all the members were very welcoming and committed to discuss the future of OCTC renting Forrester Park facilities.

We discussed a few of the current and past events to get some background but quickly moved on to what we want in the future. This was our main focus.

Past issues including

Use of the grounds

Conditions of the grounds

Bookings

Communication

Committee decisions

I have suggested that we apply for a grant for rental which they welcomed so we are to put forward dates for the next 12 months if possible all of 2023, so we can get a fairly accurate quote from them. This will help their planning too.

We need to discuss using the park for training, days and times. Have approved by FPMC and council, and a sign made.

(September to April the park will be used for training on Tuesday night??)

Regarding the power for the shed we are to send them back a counter offer. I recommend \$25 a month. This will cover line costs, use of the outside lights, power to our shed power. Their monthly account is around \$180 however through their power line is the only feasible way to have power to the shed.

We are to work on getting a compliance certificate for the power connection to the shed immediately.

They are also to check that our shed and lights being connected to power does not affect their insurance.

Re: Bookings

Leanne contacts the council regarding Forrester Park. This is for the dog park and the hall. This does not include sports fields, sports fields which can be booked online through the DCC website. Any booking has to be approved by the DCC.

We also discussed future correspondence and we all agreed that it's in best interest of both committees and members time that I carry out all correspondence with the committee and Angela (bookings) so I am aware of all bookings and correspondence.

I have not use the new locking system at the hall but I am told you have to push a hash key to lock the door when leaving. They found it to be left unlocked a couple of times on Wednesday so they have set up an automatic locking system that kicks in after so many minutes to prevent the hall from being unlocked all night. This works at night time starting around 7 pm. Please if you're the last person leaving doublecheck these doors are locked.

In summary I felt this meeting was very positive and they have our interests in forefront of their decisions.

## **Secretary Report (Anne McLachlan) ( )**

### **• Correspondence**

#### **Inwards**

- 23/05 NZ Companies, law changes for inc societies(Elaine is going to work on this)
- 16/06 Elaine requesting feedback re Presidency
- 17/06 Elaine's resignation as President
- 17/06 Lynn's resignation from committee but remaining as cc coordinator
- 19/06 Elaine to RDA re dates
- 19-21/06 Gandalf The Grey, re raffle selling on OCTC behalf. Conversation with Diana & Elaine.
- 21/06 NZDAC, ribbon sponsorship option
- 21/06 Melissa, judge's car travel expenses
- 22/06 J&G Bainbridge, SR minutes
- 25/06 Citizens Advice Bureau, checking details are correct

25/06 Helena, SW trial dates, Dec 22 at EC, 12/13 Aug 23 confirmed  
05/07 Dianne, resigning as Treasurer at AGM  
06/07 NZDAC, request to Sthld, Q'town, OCTC & NODTC to organise JDT. Belinda has it in hand.  
07/07 Dianne, suggestion re limiting time various roles  
08/07 J&G Bainbridge, show dates to go to Pip Hosken if not already done  
11/07 Karen Grant, AC secretary, proposed 2023 calendar dates.  
17/07 Dianne, grant application from Lyn Hayde  
18/07 Elaine & Diana, removing Elaine as President from web page  
18/07 Mark Adamson, query about rehoming dog

### **Outwards**

17/06 FPMC, cancelling Tuesday night training from 21/06, restarting 13/09 for park only  
22/06 Stephen Hogg, DCC, re gritting of road into FP. No response  
22/06 Dianne, Crombie Lockwood Renewal Declaration  
27/06 FPMC, cancelling all Ob shows & R/T's for 2022 & 2023  
30/06 Melissa, to Martin confirming OCTC will pay flights & airport parking. Will also book flights if required  
07/07 Monique Piket, competitive obedience query

### **Treasurer's Report (Dianne Sprott) (DS/MR)**

Attached

### **Treasurer's Correspondence**

All Correspondence 1 st June – 17 th July 2022.

13/06 MaryRose Scoular, travel subsidy request.  
14/06 Otago Equestrian Centre, five invoices for venue hire.  
15/06 Ailsa Hawkins, rally class list for third course.  
15/06 Julie Scott/Sharyn Baxter, re hire payments of EC  
16/06 Elaine Limburg, travel subsidy invoice.  
17/06 Monique Piket and Helena Akesson re membership payment.  
17/06 Melissa Paterson, invoice for levies for June Jumpers show.  
19/06 Elaine Limburg, invoice for RDA hire. Also future hire dates for Fly training.  
19/06 Leanne Pryde, May invoice for FP hire.  
19/06 to Monique Piket re membership payment. (Should have been a training payment)  
19/06 to/from Bobbi Rushton re membership payment.  
19/06 Lynn van Beers, CC course refund x 1  
19/06 to Helena Akesson confirming membership of two Scent work attendees  
21/06 Donna Burns. Receipts for batteries and toilet paper (June Jumpers)  
21/06 Tevra Dog Training invoice for treat bags.  
22/06 to Crombie Lockwood, new declaration form for insurance renewal.  
26/06 Ailsa Hawkins, confirming hall hire for Rally training. Advising Grace Titter would be paying for training. No payment received as of 17 th July.  
22/06 Matt Mack (Westpac), more paperwork to sign for new bank account.  
22/06 Anne McLachlan, travel subsidy invoice.  
28/06 to MaryRose/Anne/Donna/Marjo asking for names of those attending agility classes.  
30/06 Lynn van Beers, CC course refund x 1.  
30/06 MaryRose Scoular, agility class list.  
2/07 Donna Burns, Waste Management invoice. Bins for June jumpers.  
3/07 Anne McLachlan, agility class list.  
4/07 Donna/Marjo, asking for agility class list again.  
4/07 Donna Burns, agility class list.

5/07 Marjo via messenger. "Maryrose knows information about who's in my class. Maryrose and my class are mixed up"

5/07 MaryRose, sent senior class list for agility.

9/07 to Isabel McLernon, re membership payment. (Should have been a training payment)

9/07 Lyn Hayde, Grant application information required.

9/07 Diana O'Kane, Rally show/Treibball Tournament information. Rally entry refunds.

9/07 Diana O'Kane, advising rally show refunds have been transferred to rally training fees, and some to November Rally show entries.

11/07 Melissa Paterson, June jumpers refund requests.

11/07 Lynn van Beers, CC classes update for 27 th July. Travel Subsidy invoice.

12/07 to Bobbi Rushton re membership payment.

12/07 Crombie Lockwood, invoice for 12 months insurance renewal.

16/07 Dogs NZ invoice, schedule for September Rally show.

17/07 Elaine Limburg, Invoice for RDA for July Rally show.

17/07 Leanne Pryde, June invoice for FP hire.

17/07 to Jackie Thomas re no invoices from Equestrian Centre for the last 4 weeks and jumpers show.

### **Membership**

Current membership is 91.

Awaiting approval. R Bell (no other details), Luke Agnew, Kit Agnew, Andrew Reynolds, Jane Chrystal.

All approved.

### **Banking**

Term Deposit 02. \$17,000 12 months @ 2.50% pa, matures 6 th April 2023

Term Deposit 03. \$9,197.82 12 months @1.30% pa, matures on 20 th September 2022

Term Deposit 04. \$9,000 12 months @ 3.15% pa, matures on 16 th June 2023

## **Show Secretary Report**

**Agility** (Melissa) (MP/Jean)

Please see attached pdf for the September show information so far, I have also attached the excel sheet that I filled the information out in, you might be able to copy and paste to your version.

Hopefully the flights for Martin are okay with the committee, we did struggle to find judges for our September show. (Belinda is currently already looking for next years)

It is my understanding that from next year AD and ADX will be run within regular class (AD - novice and ADX - int or senior) so this will remove 2x classes which hopefully may mean that in the future we may be able to run the show with 2x judges rather than 3x - hopefully judge expenses could be less in the future.

## **SHOW REPORT**

<b>Agility</b>	<b>Obedience</b>	<b>Rally-O</b>	<b>Scentwork</b>	<b>Treibball</b>	<b>Schedule Due</b>
18/19 June 22					28 Feb (Apr DW)
Ch Jumpers x 5					



<b>Expenses</b>					
<b>Accommodation</b>					
<b>Travel</b>				flights booked (credit?)	
<b>Saturday</b>					
<b>Sunday</b>					
	<b>Prize/Ribb/Sponsor</b>	<b>Judges' Gifts</b>	<b>Judges' Meals</b>	<b>Catering</b>	<b>Job Roster</b>
	Proplan	\$50+card (Dianne)			

<b>2nd &amp; 3rd July 2022 OCTC Rally-O Trial x 2</b>						
<i>Schedule due n/a</i>			<i>Entries close: 19<sup>th</sup> June 2022</i>			
<b>Venue</b>	RDA \$150 per day					
<b>Show Manager</b>						
<b>Start Time</b>	9.15am					
<b>Judges</b>	Helena Akesson	Lynn van Beers	Maartje Hyink-Gough	Carina Hyink-Gough	Elaine Limburg	Marjo Buis
<b>Expenses</b>						
<b>Accommodation</b>	n/a	n/a	n/a	n/a	n/a	n/a
<b>Travel</b>						
<b>Saturday</b>						
<b>Sunday</b>						
	<b>Prize/Ribb/Sponsor</b>	<b>Judges' Gifts</b>	<b>Judges' Meals</b>	<b>Catering</b>	<b>Job Roster</b>	
	Proplan, rosettes being made, 2 <sup>nd</sup> & 3 <sup>rd</sup> prizes needed	Elaine offered, Ailsa will see if anyone else wants to.				

<b>10<sup>th</sup> &amp; 11<sup>th</sup> September Champ Agility x 2, Champ Jumpers x 2, AD/ADX</b>		
<i>Schedule due 31<sup>st</sup> May for July Dog World</i>		<i>Entries close: 12 August 2022</i>
<b>Venue</b>	Forrester Park - Soccer field #1?	
<b>Show Manager</b>		
<b>Start Time</b>	Walk 8.15am, Judging 8.30am	
<b>Judges</b>	Martin Bush - North Is - tauranga airport	Dave Cook - CHCH

<b>Expenses</b>	\$682(flights) + \$68 fuel + \$30 parking		\$218 (TBC closer to show)		(TBC closer to show)	
<b>Accommodation</b>	Billet 2x nights		Billet 2x nights		None	
<b>Travel</b>	Flights - with Billet		Own?		Own	
<b>Saturday</b>	Nov1, Int1, Sen1		JB1, JA1,		St1, JC1, AD	
<b>Sunday</b>	St2, JC2, JA2		Int2, Sen2, ADXA		JB2, Nov3	
	<b>Prize/Ribb/Sponsor</b>	<b>Judges' Gifts</b>	<b>Judges' Meals</b>	<b>Catering</b>	<b>Job Roster</b>	
	Proplan, ribbons ordered, cash prizes	\$50+card (Dianne)				

17 <sup>th</sup> & 18 <sup>th</sup> Sept – DNZ Ch Rally x 4						
<i>Schedule due 30<sup>th</sup> June for August Dog World</i>			<i>Entries close: 4<sup>th</sup> September 2022</i>			
<b>Venue</b>						
<b>Show Manager</b>						
<b>Start Time</b>						
<b>Judges</b>	Arend van den Bos		Jo Miller		Peri Spence	
<b>Expenses</b>						
<b>Accommodation</b>						
<b>Travel</b>						
<b>Sunday</b>						
	<b>Prize/Ribb/Sponsor</b>	<b>Judges' Gifts</b>	<b>Judges' Meals</b>	<b>Catering</b>	<b>Job Roster</b>	
	Proplan, ribbons ordered, prizes?					

2 <sup>nd</sup> October 2022 Agility/Jumpers Ribbon Trial (TBC)						
<b>Venue</b>						
<b>Show Manager</b>						
<b>Start Time</b>						
<b>Judges</b>						



<b>Expenses</b>						
<b>Accommodation</b>						
<b>Travel</b>						
<b>Sunday</b>						
	<b>Ribbons</b>	<b>Judges' Gifts</b>	<b>Judges' Meals</b>	<b>Catering</b>	<b>Job Roster</b>	

<b>13<sup>th</sup> November 2022 Obedience Ribbon Trial</b>						
<b>Venue</b>						
<b>Show Manager</b>						
<b>Start Time</b>						
<b>Judges</b>						
<b>Expenses</b>						
<b>Accommodation</b>						
<b>Travel</b>						
<b>Sunday</b>						
	<b>Ribbons</b>	<b>Judges' Gifts</b>	<b>Judges' Meals</b>	<b>Catering</b>	<b>Job Roster</b>	

<b>26<sup>th</sup> &amp; 27<sup>th</sup> November 2022 OCTC Rally-O Trial x 2</b>						
<i>Schedule due n/a</i>			<i>Entries close: 13<sup>th</sup> November 2022</i>			
<b>Venue</b>						
<b>Show Manager</b>						
<b>Start Time</b>						
<b>Judges</b>	Helena Akesson?	Ailsa Hawkins?	Carina Hyink-Gough?	Elaine Limburg?	Diana O'Kane?	Marjo Buis?
						Maartje Hyink-Gough?

<b>Expenses</b>						
<b>Accommodation</b>						
<b>Travel</b>						
<b>Saturday</b>						
<b>Sunday</b>						
	<b>Prizes/Ribbons/Spr</b>	<b>Judges' Gifts</b>	<b>Judges' Meals</b>	<b>Catering</b>	<b>Job Roster</b>	
	Proplan					

## General Business

- **Committee Members**

- **Sept Rally Show:**
  - Unable to be moved due to unavailability of two of the judges.
  -
- **Videoing at Training**

MR to put together a document together for the process &/or legalities. In progress  
Teo/Jean's correspondence. Rolled over to August meeting.

- **OCTC Posters**

Have a standard template for all OCTC shows, R/T's etc. In progress. Teo

- **Barking Dogs at training (Elaine)**

Formulate a policy regarding excessive barking of dogs at training session. Elaine to research how other clubs deal with this. Elaine has spoken and emailed Jo Miller for suggestions and advice. Has received info but now needs to formulate a policy.

- **Bark in the Park**

Anne still to talk to Judy at Animal Attractions regarding any input from OCTC if Bark in the Park goes ahead in December.

- **Grants:**
- **FPMC:** Have not responded to correspondence about dates, what we get for our bookings or request for a new gate key.
- 
- **Fixed Terms:** Dianne's suggestion re fixed term in office. Rolled over to August meeting.
- 
- **New VP:** Donna Burns has agreed to fill the roll until the AGM.

**Agility Equip:** Donna to get quoted from CoverMarc for 10x sets of sandbags & small sandbags.

**Cards:** Dianne to send thankyou cards to Lynn & Elaine for their very valued times on the committee.

**Electricity to Garage:** Anne to get Tansleys Electrical advice on compliance certificates & electrical maintenance on the garage & floodlights.

Donna moved that "OCTC offer FPMC \$25/month for the power connection." (DB/MB) Approved. 1 abstention.

**NZDAC:** Ribbon sponsorship, agreed to sponsor one group for \$250. Prefer JC, JB, JDT or a class that isn't already covered but prefer not the games.

**AGM:** Will be at FP. To be discussed at next meeting.

**Vouchers:** Suggestion that Jean discuss with Lynn the possibility of a half price off voucher for the 1<sup>st</sup> block of one discipline to encourage new people completing CC2 to stay in the club.

**Query:** Mark Adamson's email re rehoming dog. Recommend he contact One By One dog rescue.

**Meeting closed: 9.25pm. Next meeting: 7pm 18<sup>th</sup> August 2022**