

OCTC Committee Meeting 18 November 2021

Minutes

Present:

Committee Members: Belinda Culling (to 9.25pm), Grace Fleury (to 9.25pm), Ailsa Hawkins (to 9.45pm), Elaine Limburg, Jean McKinnon, MaryRose Scoular, Dianne Sprott, Lynn van Beers *Non-Committee:* Diana O’Kane, Angela Huntley

Apologies: Teo Georgescu (work), Melissa Paterson (personal) (MaryRose/ Dianne)

Meeting opened: 7:04pm

- **Minutes of Last Meeting (21st October)** (MaryRose/Jean)

Accepted as true and correct record with the following clarifications: the hall bookings have been cancelled only for Agility ribbon trials, but retained for the April/September Agility Champ shows. There are no plans at this stage to run Agility Champ shows (other than June Jumpers) at the Equestrian Centre.

Matters Arising:

- **Agility Equipment Standardisation**

No further progress in finding grant money for modifications. Lyn Hayde is still looking.

- **Ribbon Grant**

Bendigo Valley has given us \$1000 towards ribbons for 2022 shows. This needs to be spent by 15th January 2022.

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

No proposal was received by the deadline (1st November), so there will be no vote on this at the AGM. If anyone still wants to follow through on this issue, they can still follow the process required to call a Special General Meeting.

- **Agility Incidents at FP**

A second email was sent to Karen Grant asking if there had been any reports of injury or other ground-related incidents at Forrester Park during Agility shows but no response has been received.

- **Registered Obedience Society Status**

An email requesting clarification on what was required to retain this status was sent to Richard van den Bos (Southern Region rep) but no response was received. Diana will contact Arend van den Bos for further information, and DNZ if necessary.

- **AGM and Equipment Auction**

It was decided that 7pm was the best start time for the AGM to allow for set up time.

Obedience Champion ribbon was not ordered because there is a minimum order of \$40. This can be ordered at the same time as the grant ribbons – Diana will let Kristine know this is what is happening and why. Ailsa has sorted trophies.

MaryRose will work on Award certificates and Diana is producing rosettes for these. It was decided that we could have supper after the meeting without breaching L2 requirements – members would be asked to bring a plate and their own cup. Ailsa will sort tea/coffee/milk.

Coordinator reports, president’s report, financial report, general business – needed by Wednesday 24th.

Equipment auction so far:

- 1) Prior bids be emailed to Elaine. Need to know closing date for these.
- 2) All items have piece of paper attached so people can add bids on the night – Elaine, Dianne, and Jean will organise this.
- 3) Bidding closes 30 minutes after the close of the AGM.
- 4) All items must be taken away on the night, including anything unsold (other than OCTC owned items).
- 5) All proceeds go to OCTC (ie privately owned items are considered to be a donation)
- 6) Payment must be received within 7 days

Diana will email members to let them know about the auction and ask for donations.

- **Power to Garage**

Nigel Trainor (chairman FPMC and DNZ Exec Council member) has advised that an electrical inspection and favourable report from an expert will be sufficient to keep the insurance company happy. However, we are now also required to pay \$40 a month (\$25 is 50% of line charge and \$15 is for power use) if the power is to be turned back on to the garage. This would amount to \$480 a year. As the committee has indicated it is not happy with this extra charge, an electrical inspection has not been arranged at this stage. The cost of inspection was estimated at a bit over \$400, and will be more if the floodlights are done as well. Calculations on the cost of running the lights in the garage come out at less than \$2 a month, based on an hour's use a night, and we are very unlikely to run them anything like that long.

The main problem is lack of light, with some classes packing up in the dark, and power for Agility Ribbon Trials.

Suggestions made were:

1. We get the garage electrics inspected. Cost \$400 approx and pay FPMC \$40 per month or try and negotiate a lesser monthly fee with FPMC.
2. We install 4 (more or less) LED touch lights. Cost seems to be approx \$12 for a pack of 3 from Mitre 10 or the Warehouse although these seem to be more suited to cupboards, under stairs etc but not necessarily for something like our garage. Not sure how long they would last or whether they would produce enough light but a cheap option. Perhaps this could be something we do in the meantime??
3. We install a solar indoor light(s). Can get a 1500 lumens solar hanging, long indoor light for \$215 from MGG Products and they go right up to 4000 lumens for \$389. These are specially designed for sheds etc and come with a solar panel. The solar panel would have to be installed on the garage roof and the light hung inside. We would have to find a handy-person to do this or employ an electrician/builder so may be extra cost there. It may be possible to find a sponsor who would install it for free or discount in return for an advert on the shed.
4. Purchase a generator (\$1,500 approx) or hire as needed.
5. We keep using torches. We have two battery lanterns but would need to purchase maybe another two.

Forrester Park Electricity Bills

Month used	2017	2018	2019	2020	2021	
Jan	212.84	184.64	111.89	100.89	109.80	Est
Feb	161.39	157.73	154.98	189.66	195.02	Est
Mar	260.04	189.35	68.98	175.99	58.80	Est
Apr	277.88	245.03	233.18	17.73	99.48	Est
May	238.38	289.58	289.04	74.84	79.61	Est
Jun	293.11	282.97	211.67	104.06	109.21	Est
Jul	213.65	304.30	214.96	217.53	464.52	Read
Aug	274.21	294.30	278.83	176.62	139.51	Read
Sep	276.97	261.44	233.64	172.05	136.97	Read
Oct	180.74	162.62	157.31	177.40	164.30	Est (to 15Oct)
Nov	183.39	215.51	215.16	274.93		
Dec	184.93	101.37	100.80	101.57		
12 month TOTAL	2757.53	2688.84	2270.44	1783.27	1557.22	
Per week	53.03	51.71	43.66	34.29	37.98	
	correct	correct	correct	correct	correct	

The new meter and lighting was installed at Forrester Park in November/December 2020. As you will see, even though this is a smart meter that Contact should be able to access a reading from each month, that has not happened and most of the invoices for 2021 are based on estimates. Luckily the last few months were readings, giving an accurate overall total, but monthly some are too low until the first reading which was invoiced in July.

It was decided that the cost of an unnecessary inspection was not ideal at this time and the amount FPMC were asking from us for power use/line charges was unreasonable, especially in proportion to their total power bill. Jean will approach an electrician friend who might donate their time for free to do the inspection. The option of solar lighting will be further explored to see if it will meet our needs at a reasonable installation cost, and the hall will be hired for Agility Ribbon Trials as well as Champ shows so that power is available for the printer and laptop. It was noted that there is no reason to think the power connection to the garage is in any way unsafe as it was professionally installed by the same company that has worked on the hall's wiring, lights etc (Tansleys).

- **Alternate Venues**

Dianne: Anne McLachlan has been in touch with West Harbour Pony Club, and received an initial positive response, but they have not got back to her with anything concrete yet.

Dianne spoke to someone at the Kensington Army Hall and was advised to ring the Christchurch office of the Defence Force. She has been unsuccessful in contacting anyone there. The hall in Bridgeman St is still in use but scheduled for demolition in approximately five years. Interestingly she heard from Alwyn Isaacs that NZKC breed shows had been held in this hall many years ago.

Response from the Dunedin RDA based in Fairfield: "Thanks for your email. We haven't hired our facilities to a canine club before, but would be happy to consider it. Can I make a time for a phone call to discuss with you what your requirements are? We could also arrange a time for you to come out and have a look at our arena. We do have power, internet and toilet facilities on site". Several committee members were keen to meet with RDA to have a look at the facility.

Teo: Ellis Park (near Frasers Gully)

- Dogs allowed off-leash
- No storage
- Club rooms and toilets belong to Roslyn Wakari Football Club: can only make bookings from Sept-March (otherwise booked up all weekends)

Dianne will follow up on this with Teo as there is another part of Ellis Park which may be more suitable.

Tahuna Park (St Kilda) – have responded to say that they don't believe their facility will be suitable for us.

- **Covid Vaccination Update (FYI only)**

This issue was raised at the last meeting but we did not have enough information to discuss further. We now have some food for thought - the government has indicated that the whole country will be operating under the new Covid Protection Framework ("traffic light") system, which is likely to be implemented next month. This system replaces the current Levels system and places fewer restrictions on events which operate on a vaccination-required basis. Those with official medical exemptions can be included.

While details may be subject to change, the current proposal (as it affects our shows and training classes) is:

Green – if vaccinated-only: no restrictions, but record keeping/scanning required and masks encouraged.

if unvaccinated included: basically current Level 2 (100 person limit, physical distancing, no catering etc)

Orange and Red – if vaccinated-only: basically current Level 2 (100 person limit, physical distancing, no catering etc)

if unvaccinated included, shows and classes can't go ahead

This new system means our events and classes will effectively be closed events for at least six months and probably longer, and we will need strategies to manage this, both inside and outside. It has particular implications for Agility as it is running in a public dog park over which we have no access control and the incursion of unvaccinated public is impossible to avoid. However, it will also affect who we can use as judges, as well as the availability of helpers, instructors, committee members, and coordinators. Those not wanting to be vaccinated are a minority but it is unlikely that we will not come up against the problem. We won't see a Level 1 or Level 0 state again for a long time so we need to really think about how we are going to manage who is present at all our activities from now on, and how we verify that those attending have been vaccinated if that is the route we go down. It may also be that FP and the EC (or even DNZ) impose a vaccination-only policy which takes the decision out of our hands.

Decisions around this will need to be made by the incoming committee once we have more information.

- **Scentwork**

Helena has provided further details and needs some more information from the committee around running classes:

- Scentwork Trial 5th & 6th March 2022

I have sent the application to Arend, am awaiting approval but he has verbally told me it wont be declined. Judges and venue sorted. Alternative venues are being investigated for the second trial later this year (july/august). *(NB schedule has already been sent to DNZ and been paid for).*

- Classes

- What time slots are available for me to run classes regularly at FP? Once I know the options then I can get on with sorting the rest. If there are no options I need to know this too as I will organise a different venue.

The committee agreed that Scentwork classes could run on a Tuesday working around Agility, a Thursday at an alternative venue (depending on cost), or on a Saturday or Sunday. While it was acknowledged that finding a suitable timeslot would be very difficult, the classes are not to clash with other classes already running, as this compromises the ability of established codes to function.

- I have sent out a notification email to some of my private clients that have trained with me this year and I have had a great response. I so far have 17 people possibly interested plus 4 existing club members. This will whittle down of course as some of these people will not be able to do the time slot I end up running the class in. But still....that's a lot...and I only sent the email Monday night.
- I need to consider the possibility that I need to run two classes and therefore need a bigger time slot. Even if I dont end up running two beginner classes in January, once the first class has done the first block, they will move up and a new beginner class may start.
- Does the usual Foundation rule apply in terms of membership – ie can be non-members for the first block but then must become members to continue?

Yes. Non-members can take part in a Foundation course but must pay the non-member surcharge of \$20 for the course on top of the training fee. On completing the initial class they must become members to continue.

- What should the cost for the class be? is there a set price for all classes across the board these days?

All training fees are set at \$8 per night (regardless of number of dogs or classes attended on the night), or \$4 per night for non-instructed sessions. Fees are to be paid per block in advance and non-members pay additional \$20.

- I'd love to start the class the week of the 10/1/22 if possible.

The club has advised FPMC that OCTC training will resume the week of the 15th January. An earlier start will need to be booked.

- I will purchase the odour x 2 and the 18 buckets required. Do I need to go out and price this up first or can I go ahead and buy them, seeing as they are essential to be able to do both classes and trial?

Coordinators can spend up to \$200 at a time (within reason) for code requirements – any amount over that needs to be approved by the committee.

- Beginner Class

The first block would be 8 weeks ideally. If it starts the week of the 10th we will have 8 weeks before the trial on the 5th and 6th March. The first class will have some demonstration and explanation of what this is all about, information on the dog's olfactory system, starting exercises for the dogs, a discussion on odour hygiene and equipment required. The following six classes would be working with the dogs on odour recognition, alert behaviour and searching buckets. The last class would be perhaps a mini test, if they are up to it, and some demonstration on what happens in the next block (to encourage continuation), interior, exterior and vehicle searching.

With this first block I will provide participants with the very basics they need to be able to practice at home (cotton buds pre prepped with odour, a small tin (hide), a glove, and an ice cream container. These would ideally be returned once they have got their own stuff). This will cost next to nothing but perhaps reflected in the class fee? The next block would then extend into doing other types of searches - interior, exterior and vehicle.

I would like to put together some starter kits that participants could buy from the club (or from me privately if the club doesnt want anything to do with this). I would also like to buy in some specific longlines to have on hand to

sell as well. All based around making it easy for people to gather the equipment they need as easily as possible with a small profit for the club (or me if all sold privately - happy to do either). If the club is interested in selling these items I can make up a sample starter kit and longline, cost to club, and cost to buy.

The committee would need those details to be able to answer this question. It is important that we are not buying in stock that will sit around and not sell – mandatory cost could be included in the initial course fee, or orders taken and kits bought in as needed?

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.
- Agility Show Secretary

Coordinator Reports:

• Agility (Leigh Birchall) (MaryRose/Belinda)

We are currently running the last block of classes and we are planning on finishing up these classes on the 7th of December. This is based on having no unexpected training cancellations. On the 7th of December, our last class of the year, we are planning on having a fun games evening. This will consist of games all handlers can join in with. At this stage we are planning on starting up classes again on the 1st of February to give our trainers a decent break.

After this current block of classes we are going to be running train the trainer session. We are hoping to run these outside at Forrester Park on Thursday 9th of December, Tuesday 14th December, and Tuesday 11th January. Is this alright with the committee and club coordinators? Yes.

These training sessions aim to get people up to speed with teaching handlers/taking their own classes. All year we have only had three main trainers and two to three people to fill in/help out when the main trainers were unavailable for a night or two. This has made some blocks difficult, especially when there have been a lot of new members sign up to take classes. Having more people comfortable with taking their own classes will allow more handlers per class/splitting classes into two groups and introducing a new class entirely between our beginner class (2nd level) and the starters-competitor class (3rd level). Hopefully this will make our classes run smoother and be a more gradual increase in level.

Agility members had a meeting and the future of Agility was discussed over nibbles. Many things were discussed including how we run classes, what we want to introduce and what we want to focus on in future. Overall everyone was thinking along the same lines and agreed on the steps needed to make the agility club running smoother. I have attached the minutes of this meeting to keep everyone informed on what we are planning/hoping to achieve in the future [*secretary was unable to open the attachment but received the following after the meeting*].

OCTC Agility group meeting held 27/ 10/ 2021

Attended: Adele, Helena, Julie, Sharyn, Anne, Teo, Belinda, Mary-Rose Apologies: Leigh

It seemed initially that the meeting was aimed at stuffing ourselves with delicious food, however we did manage to discuss how agility is growing at OCTC. Because the group has been so small there has only been a few people keeping it going. Everyone seemed in consensus that we want to make sure that roles so that all people have an input into the club over time rather than being reliant on just one or two people, also that we have an overall unified approach moving forward. The biggest issue discussed was training. Although everyone was in agreement that it would be useful to add another class, we don't currently have enough trainers to do this as there is no one to relieve them when needed.

Training

Plan: The aim is to be able to run a fourth class in between the class Anne currently runs and Belinda's class by the second part of next year. Working towards this will begin with a "Train the Trainers course" which will happen in two parts.

Part 1 Train the trainers

Time: 6.30pm Course dates: Thursday 9 December, Tuesday 14 December, Tuesday 11 January Where: Forrester Park. This training is open to everyone who is currently attending an agility class with OCTC. The aim is to inform and foster new potential trainers as they come into agility. It is also a great opportunity even for those new to agility to understand how the training systematically develops the skills need for agility. May be we could look at ordering Pizza (note the food theme) as some people wont have time to get tea before the trainings.

Part 2 Shadow Training

People who currently have the experience and interest in becoming a trainer will assist the primary trainer of one of the groups. Through at least two blocks of classes, before becoming primary trainers of a class. This should then mean we have enough trainers to offer a fourth class.

Mary-Rose some ideas on structure for the future courses, which Belinda can add to as part of developing the Train the Trainers group. There was good input from the new members about what they perceive would be useful in encouraging people to stay in the club.

Agility Roles

Agility Co-ordinator - Mary-Rose is wanting to step into this position for next year. She will chat with Belinda around details of competitions.

Show Secretary - Melissa is wanting to step down from this role. Teo is happy to pick it up but wants support for entering results at shows. Julie has offered to help with this, but we will also approach Rohan to see if he would be willing to help.

Show Manager - Adele will pick up this role for the next year.

General

Long term the aim is that we are better at supporting new people into the club. All of the newer members had ideas about how we might better support club members so that it is a more welcoming place for people to want to stay and help out. There is a general recognition that we do not want to exhaust long-term members who have been struggling along with very small numbers. It may be useful for us to have another similar meeting to ensure that we are still on track to these goals later in 2022 (was not discussed but just another thought).

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

We are on the last block of classes for the year. 19 handlers are attending two CC1 classes, and 10 Handlers are attending the one CC2 class. We are looking forward to our break , restarting the 9th February.

An exemption to the pre-payment requirement for a training course was granted by the committee, as the situation was unusual [details removed for privacy reasons].

Following discussion, MaryRose moved that exceptions to the fuel subsidy criteria be considered by the committee on a case-by-case basis. Seconded by Ailsa and passed unanimously [details removed for privacy reasons].

- **Obedience (Diana O'Kane) (Ailsa/Jean)**

A six week beginner course finished on Wednesday 10th November with six people. Feedback so far has been positive. The class is aimed at being "Rally-friendly" without compromising the precision needed for Obedience, and this seems to be working well. We have decided to carry on for another five weeks and finish for the year on the 15th December.

We don't have a dog able to provide a demo on CC graduation nights so it is difficult to promote Obedience to our CC classes, but it would be hard to take on more than one or two newbies at this stage anyway, due to lack of space. The class runs alongside CC2 – has there been any interest expressed from these people as to what's going on next door? *No.*

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

Not much to report. Week 5 this week. Mock competition on 22nd Nov, competitors training night 6th Dec before TCTC show and then that's it for the year. From the latest CC1 and 2 we have six wanting to start rally next year.

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

One newbie has started recently and four from CC1 and 2 have expressed interest with one planning on starting on 4th Dec. Seniors are Lynn vB, Jean and myself and we train on a Saturday. Ailsa cannot make Saturdays so she and I get together on a Thursday night. The last Dunedin SFG fly tournament was cancelled and I understand that SFG is struggling to find position holders. It may be that in the future OCTC runs a tournament - but our numbers would have to warrant it.

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

Two new people have started. A TANZ tournament is being held in the hall tomorrow night (19th November).

Secretary Report (Diana O'Kane) (MaryRose/Ailsa)

- **Membership**

- Membership is currently 85
- New members approved:
Lynne Steiner, Melissa Perry, Giampaolo Ferraro, Sophie Eastmond-Mein, Sheree Clark (MaryRose/Grace).
- Photography waivers – a list of members who had declined to be photographed will be held by the Secretary. Anyone considering taking photos or videos must take responsibility for identifying those who are on the list before taking any images.
- Membership form received from one person but no payment for membership or anything else. Diana will email.

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

11 October – 7 November 2021 27.50 hrs

Email/FB/Phone/Text/Msg	9.75
Meetings Agenda	6.00
Meetings	3.00
Minutes	3.50
Website/FB updates	1.00
Ribbon quote	0.50
Club dollars	0.25
Misc: Electrical issues	2.25
Rule Change Proposal	1.00
<u>Secretary Hours Record</u>	<u>0.25</u>

- **Correspondence**

Inwards (to be accepted)

- Janet Bainbridge (SRO) – SRO financial reports for September
- Freeparking – annual renewal invoice for domain name and receipt for payment
- Nigel Trainor (FPMC) – re electrical connection insurance requirements and proposed power charge
- NZ Companies Office – reminder that annual financials need to be filed by 31 December
- Angela Huntley (FPMC) – acknowledgement of dates for finishing training in 2021 and restarting 2022
- Anne McLachlan (FPMC) – confirm change of booking dates for 2022/2023 and other changes
- Leanne Pryde (FPMC) – acknowledge Oct training dates and request for prior notice of training dates each month.
- DNZ – reminder that March schedule is overdue
- North Canterbury DTC – notice of February dates for Obed/Rally show.
- Central Working Trials Club – change of date and venue for seminar.
- Sue Barr (DNZ) – invoice for Scentwork March schedule
- Craig Fenton (Datacom) – information re investment option
- Karen Grieg (RDA) – information on hire of RDA grounds
- Westpac – October bank statements
- Tahuna Park – response that grounds would not be suitable for our purpose
- New training enquiries x 12

Outwards (to be endorsed)

- Nigel Trainor (FPMC) – asking if he has heard back from insurance company re requirements for electrical connection
- Angela Huntley (FPMC) – dates for finishing training in 2021 and restarting 2022
- Leanne Pryde (FPMC) – dates of training for October and November planned times and dates(Dianne)
- Craig Fenton (Datacom) – seeking information re investment option (Dianne)
- Karen Grieg (RDA) – seeking information on hire of RDA grounds (Dianne)
- Karen Grant (DNZAC) – asking if there had been any reports of slips/injuries on the Forrester Park grounds (dog park)
- Richard van den Bos (SRO) – advising that the March Obedience show was cancelled and seeking clarification about Registered Obedience Society requirements.
- DNZ – advising that the March Obedience show was cancelled but a Scentwork trial would go ahead on that date instead (with regard to schedule for December Dog World).
- Ray Murray / Bernadette Thompson – notice March show cancelled, therefore judging contract cancelled (Jill Strang)
- RDA Dunedin – query as to whether they hire out their facilities (Dianne)
- Response to all training enquiries

The request from Leanne Pryde of FPMC for our expected training dates in advance each month is information gathering so that the hall can potentially be hired out to other users when we are not using it. Dianne will send this to Leanne monthly.

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

OCTOBER BANKING: Balances on 31 October 2021 \$3,654.17 Total Term Deposits x 3 \$34,142.01

Payee	Reason	Amount	Club	Agility	Obedience	Rally	CanComp	Treibball	SpsHP/Fnd
Various People	Oct Ag RT entries	18.00		18.00					
Various People	Oct Treibball comp	48.00						48.00	
Various People	CC1, 6th Oct	220.00					196.00		24.00
Various People	CC2, 6th Oct	300.00					300.00		
Various People	CC1, 17th Nov	660.00					588.00		72.00
Various People	Agility Training	72.00		72.00					
Various People	Flygility Training	8.00		8.00					
Various People	Obedience Training	148.00			148.00				
Various People	Rally Training	400.00				400.00			
Various People	Treibball Training	202.00						202.00	
Marjo Buis	Nov Rally entry	64.00				64.00			
Various People	Long Line sales	40.00							40.00
Donna Burns	Treat bag sales	12.00							12.00
Julia Bohorquez	Clicker sale	10.00							10.00
Julia Bohorquez	Non M Training fee	20.00	20.00						
Various People	Membership	28.50	28.50						
TOTAL \$ IN		2250.50	48.50	98.00	148.00	464.00	1084.00	250.00	158.00
Diana O'Kane	Secretary Sept/Oct	750.00	750.00						
Dianne Sprott	Jill's Gift / Card	101.97	101.97						
Various People	Sept Ag REFUNDS	110.00		110.00					
Forrester Park	Oct RT Venue Hire	30.00		30.00					
Ailsa Hawkins	Sept Rally Jdg Lunch	73.51				73.51			
Ailsa Hawkins	Nov Rally Prizes	72.00				72.00			
TOTAL OUT		1137.48	851.97	140.00	0.00	145.51	0.00	0.00	0.00
October only	In	Out	Cash Movemnt		Club \$ Issued	Club \$ Spending			
Club	48.50	851.97	-803.47						
Agility	98.00	140.00	-42.00						
Obedience	148.00	0.00	148.00						
Rally	464.00	145.51	318.49		128.00	184.00			
Canine Comp	1,084.00	0.00	1084.00		232.00				
Treibball	250.00	0.00	250.00			24.00			
SpsHP/Fndrsng	158.00	0.00	158.00						
1 Sep-31 Oct 21	In	Out	Cash Movemnt		Club \$ Issued	Club \$ Spending			
Club	140.58	1,373.46	-1,232.88						
Agility	2,052.13	3,429.97	-1,377.84						
Obedience	282.00	1,943.31	-1,661.31						
Rally	1,775.00	2,469.09	-694.09		128.00	184.00			
Canine Comp	2,072.00	163.00	1,909.00		232.00				
Treibball	250.00	120.00	130.00			24.00			
SpsHP/Fndrsng	411.00	12.00	399.00						
TOTAL	\$6,982.71	\$9,510.83	-2,528.12		360.00	208.00			

Club \$ Balance overall to 31st October 2021 (YTD) \$2376**Club \$ allocation and Spending**

Issued for	Amount	Club	Agility	Obedience	Rally	CanComp	Treibball
Committee							
Membership Rfnd							
Agility Instuctor							
Obed Instructor							
Rally Instructor	128.00				128.00		
CC Instructor	232.00					232.00	
Treibball Instructor							
Paper Transfer							
TOTAL \$ IN	360.00	0.00	0.00	0.00	128.00	232.00	0.00
Spent on	Amount	Club	Agility	Obedience	Rally	CanComp	Treibball
Membership							
Agility Training Fee							
Agility Show entry							
Obed Training Fee							
Obed Show entry							
Rally Training Fee	120.00				120.00		
Rally Show enry	64.00				64.00		
CC Training fee							
Treibball Train fee	16.00						16.00
Treibball Comp	8.00						8.00
Sale items							
TOTAL OUT	208.00	0.00	0.00	0.00	184.00	0.00	24.00

Inwards Correspondence 18th October – 13th November

- Diana circulated rally payment update
- Jean asking me to order more treat bags
- Janice Kirk confirming treat bag order
- Lynn VB CC1 course lists for 17 th November
- Leigh confirming agility training payments.
- Leanne Pryde, FP now want training dates a month in advance. October and November training dates sent.
- Diana, sent Dianne club \$ spreadsheet
- Various members confirming what payments were for.
- Diana O’Kane, secretary invoice for Oct/Nov
- All coordinators sending in their course training hours
- Melissa Paterson discussing October agility ribbon trial entries
- Lynne Hayde, re Tax Exemption letter and Bendigo Valley grant.
- RDA, second enquiry about venue hire.

The work being done by Lyn Hayde to secure grant money for the club was acknowledged. Belinda moved that we give Lyn \$50 in club dollars for this work. Seconded by MaryRose and passed unanimously. Diana will add these to the spreadsheet and let Lyn know.

Show Secretary Report (Diana O’Kane)

- **Sponsorship**

Proplan sponsorship is confirmed for all four Rally shows and all three Agility/Jumpers shows in 2022. Thank you, Helena and Donna, for making that happen.

- **March Scentwork Trial**

- Has FP been advised that the Championship Obedience show has been replaced with a Scentwork Trial? *No, Diana will email them.*
- Schedule has gone in for DW and been paid for.
- Helena would like to order 12 small ribbons (approx 30cm x 5cm), two for each class, as judge’s choice awards. There are no placings or prizes for Scentwork, but this little extra was very popular at the TCTC trial last month. *Fine in principle, but Diana will check the price with Quality Presentations.*

- **Schedules Due**

- April Agility schedule due 30th November
- April Rally-O schedule due 31st January

It was noted that we are possibly going to be restricted to using fully vaccinated judges only at our shows, and therefore it may be worth holding off approaching anyone until we know whether that question needs to be asked.

Agility	Obedience	Rally-O	Treibball	Schedule Due
		27/28 November 21 OCTC Rally-O event		n/a
	5/6 March 22 Scentwork Trial			31 Oct (Dec DW)
2/3 April 22 2xAg,3xJmp, AD				30 Nov (Feb DW)
		23/24 April 22 4 x DNZ RallyO Champ		31 Jan (Mar DW)
8 th 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)
2 nd 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

27/28 Nov 21	OCTC Rally Event	Diana, Helena, Carina, Ailsa, Lynn vB, Elaine (Saturday only)		
5/6 March 22	Scentwork Trial	Arend van den Bos	Jo Miller	Lyn Clearwater (res)
2/3 April 22	Ch Agility/Jmp/AD	Meredith Evans	Tim Conolly	Dave Cook

27th & 28th November 2021 OCTC Rally-O Event				
<i>Entries close 24th November</i>				
Show Manager	Jean McKinnon			
Start Time	9am first walkthroughs			
Judges	Diana, Helena, Carina, Ailsa, Lynn vB, Elaine (Saturday only)			
Expenses	n/a			
Accommodation	n/a			
Travel	n/a			
Saturday	Speed, Otago F&N		Agility, Otago A&E	
Sunday	Speed, Otago F&N		Agility, Otago A&E	
Prizes/Ribbons/Spnsor	Judges' Gifts	Judges' Meals	Catering	Job Roster
Proplan Prizes/rosettes to 3 rd (Ailsa, Melissa, Diana)			BYO	Helena?

5th & 6th March 2022 Scentwork Trial and Subtrial				
<i>Schedule due 31st October for December Dog World</i>			<i>Entries close:</i>	
Show Manager	Helena Akesson			
Start Time	8.15am briefing, 8.30am start			
Judges	Arend van den Bos	Jo Miller	Lyn Clearwater (reserve)	
Expenses				
Accommodation				
Travel				
Saturday	Interior, Vehicle		Novice Container	
Sunday	Advanced Container, Exterior			
Ribbons	Judges' Gifts	Judges' Meals	Catering	Job Roster
Judge's choice x 12 (Diana)				Helena

2nd & 3rd April 2022 Championship Agility x 2, Championship Jumpers x 3, AD Trial				
<i>Schedule due 30th November for February Dog World</i>			<i>Entries close:</i>	
Show Manager	Adele Smith			
Start Time				
Judges	Meredith Evans	Tim Conolly	Dave Cook	
Expenses				
Accommodation				
Travel				
Saturday				
Sunday				
Prizes/Ribbons/ Sponsor	Judges' Gifts	Judges' Meals	Catering	Job Roster
Proplan				

23rd & 24th April 2022 Championship DNZ Rally-O x 4				
<i>Schedule due 31st January for March Dog World</i>			<i>Entries close:</i>	
Show Manager				
Start Time				
Judges				
Expenses				
Accommodation				
Travel				
Saturday				
Sunday				
Prizes/Ribbons/Sp nsor	Judges' Gifts	Judges' Meals	Catering	Job Roster
Proplan				

8th May 2022 Agility/Jumpers Ribbon Trial				
Show Manager				
Start Time				
Judges				
Expenses				
Accommodation				
Travel				
Sunday				
Ribbons	Judges' Gifts	Judges' Meals	Catering	Job Roster

18th & 19th June 2022 Championship Jumpers x 5				
<i>Schedule due 28th February for April Dog World</i>			<i>Entries close:</i>	
Show Manager	Adele Smith			
Start Time				
Judges				
Expenses				
Accommodation				
Travel				
Saturday				
Sunday				
Prizes/Ribbons/Sp nsor	Judges' Gifts	Judges' Meals	Catering	Job Roster
Proplan				

General Business

- **Policy Document**

Elaine: Is very out of date and is to be taken off the website until it is updated. Elaine and Jean will tackle this. Diana will remove it from the website.

- **Summer Training**

Elaine: Co ordinators need to be aware of the hotter temperatures and there will be times when training either inside or outside should be cancelled. I have started recording the temperature in the hall when I first open it up, when the doors are left open, and by the end of the night etc. SPCA suggests that dogs should not exercise in any temps over 27 degrees and some dogs eg older dogs, unfit dogs and brachycephalic dogs should not exercise at 25 degrees. It was suggested that we could train on the bottom field when the hall was too hot but apparently DCC approval has to be obtained prior to this happening so this may not be an option, unless it is an unofficial get-together rather than an OCTC official training session. Not sure how this would be received.

- **Club Dollars**

- *Elaine:* Many people think that as soon as they tell a co ordinator or show official that they want to pay training fees or entry fees by club \$ that it just happens. Even though we have told people they must personally ask Diana to deduct the amounts, this does not seem to be happening. I therefore suggest that the co ordinators or show officials give Diana the amounts to be deducted and this happens without the member getting in contact. If it turns out that the member pays on line or by cash and therefore does not want club \$ to be deducted this can be reversed.

Although this would be an easier system, not all coordinators are consistent about keeping track of payments and providing required information now, and it is questionable as to whether club dollar deductions would be provided in a timely manner either. This is perhaps something that could be discussed with new coordinators and trialed for next year.

- *Diana:* Proposal to increase DNZ Rally-O entry fee by 50c.

We now have to pay a levy of 45c per entry to the Obedience Judges Association on all Rally-O entries. At an average show this will be an extra \$100 or so of expenses to be found. As we are already now running shows at a bit of a loss and levies take around 25% of the income, I propose that DNZ Rally-O entry fees increase in April 2022 to \$8.50 to cover this. I don't see a need to increase OCTC entry fees at this stage as we don't pay any levies or judge expenses.

Following further discussion, including issues raised below, Ailsa moved that the DNZ Championship Rally-O entry fee be increased to \$9 per class. Seconded by Grace and passed unanimously.

- *Diana:* Proposal to accept only 50% of entry payments in club dollars.

As above, we are losing money on our Rally-O shows and we need to address this. Around 25% of entry income is paid by club dollars, which adds up to around \$500 dollars of lost income per show, sometimes as high as \$700. Although I believe those who earn club dollars are perfectly entitled to use them, I propose that for 2022 at least, club dollars can only be used to cover 50% of a person's entry fees, with the committee able to review this at any time. This ruling would be for all codes, but only be for Championship-equivalent shows and Scent Trials, not ribbon trials, match nights/mock competitions, Treibball tournaments, training fees, or membership fees. This is a way to increase actual income for our more expensive events without actually raising the entry fees.

Following discussion, it was decided that this would be an unfair penalty on those who were bringing in considerable income for the club. Instead, it was decided that the DNZ Rally-O entry fee would be raised by \$1 to cover the increase in levies and generate some more real entry income for these shows (see motion above).

- *Diana:* Proposal to have a formal agreement around the transfer of club dollars

One option for those with unwanted club dollars is to sell them, but many people don't know they can do this. I propose that the committee adopts a formal agreement allowing the transfer of club dollars that allows people to sell their club dollars for cash, or to trade them for goods and services, to anyone who wants them. This is a way to make club dollars more attractive for those who don't need or use them, without requiring extra cost or work for the club.

These seems a good idea in principle but further discussion was deferred to the next meeting.

- Set Criteria for Officers Earning Club Dollars and Refunds

Club dollars and membership fee refunds have traditionally been given to officials and committee members at the start of their term. However it is not uncommon for people to find themselves unable to fulfil their duties satisfactorily or to resign fairly early on, thereby receiving rewards without fulfilling the requirements of the job, while their replacements often get nothing. The suggestion is that criteria be set around earning refunds and club dollars so that it is clear from the start what is expected, and that these benefits be paid out at intervals throughout the year, or in a lump sum at the end of the year, as long as those criteria have been met.

Further discussion on this matter was deferred to the next meeting.

- **Hire of Agility Equipment by Belinda Culling**

In the past, Belinda has rented some of OCTC's agility equipment for use in her private classes at the Equestrian Centre, at a cost of \$50 per year. This has not been addressed this year. Apparently OCTC uses some of Belinda's personal agility gear ie weaves, cones and long jump, while Belinda uses some of our gear for her private class ie 10 hurdles and a tunnel. What does the MC want to charge Belinda for this year?

As there was currently a reciprocal agreement around the use of equipment between Belinda and OCTC, it was agreed that there would be no charge for Belinda using the EC-based equipment this year.

- **OCTC/FPMC Relationship Issues**

Concern has been expressed at the apparent hostility towards OCTC from FPMC, which has been a problem for a while but seems to have escalated in the last few months. This raises the question – should OCTC lay a formal complaint over this behaviour with DNZ? The matter is complicated by the fact that the chairperson of the FPMC is also a member of the DNZ Executive Council. There is also the possibility that such a complaint may trigger worse problems.

Apart from the shutting off of power to the garage and the power-payment requirement, which are not entirely unjustified, all other price increases, booking cancellations etc have been “just talk”, and mostly seem to be coming from one person on the FPMC. There has been a lack of support from FPMC and DNZ over our problems with using the dog park, but this appears to be lack of interest rather than a desire to make things difficult.

Is there any reason or way to raise this as a problem with DNZ at this stage? Or wait until there is a serious problem?

It was felt that although the relationship between OCTC and FPMC felt a bit strained at present, there were currently no grounds for complaint. However, our situation at Forrester Park was becoming problematic and we should continue to look at other options.

- **FYI Dates**

- Poultry Show – 24th – 30th May 2022
- Finish and Start Dates for OCTC Training (as sent to FPMC - these dates constitute a booking, so if any code wants to finish/start earlier or later, they need to be aware that their date may not be booked, or an unused date may be being charged for)

Monday 6th Dec - 17th Jan 2022 (6 weeks)

Tuesday 7th Dec - 18th Jan (6 weeks)

Wednesday 22nd Dec - 19th Jan (4 weeks)

Friday 19th Nov - 21st Jan (9 weeks)

- **Cost Saving Suggestions**

These were raised by email after the last meeting and discussed, but was any decision made?

1) When we did the catering for FP benefit show last year, we made roughly \$484 profit. This is the main fundraiser OCTC do annually, but it is really painful to organise and do. In the future, if we don't do the catering, but instead increased our membership fee by \$5, that would bring in an extra \$395, going by the 79 members we currently have. How does everyone feel about that idea, and if we went down this road, is it a rule change?

It was generally agreed that the catering fundraiser for the FP benefit show was becoming more and more onerous and the amount raised for OCTC did not reflect the effort involved. Do we still feel an obligation to contribute to Forrester Park funds in this way? Raising the membership fee would possibly be an unpopular move and realistically may not bring in as much as suggested. It is unclear in the rules as to who sets the membership fee, but the Management Committee does have the power to impose a levy on members.

2) Why don't we change another of the Rally shows from DogsNZ to OCTC Rally O event, as they are less costly to run. This would leave us with one Dogs NZ rally show, which hopefully we could combine with an obedience show, instead of the agility/obedience one. A couple of problems with this idea is that the numbers may wane a little over time at the OCTC rally events, and the judges may get burnt out.

Rally-O people prefer the status quo for several reasons. The main reason DNZ shows run at a loss is because of the high use of club dollars for entry fees, but this cost is offset by the income generated by those people in other areas of the club. People are not travelling much these days so entry numbers are down, but DNZ shows still attract more non-club people. Expenses need to be watched but measures are being put in place to help with those – increase in entry fee, low-cost prizes and sponsorship, ribbon grants etc.

• **Have-a-Go Fundraiser Day**

Teo has put together a plan for a public have-a-go fundraiser event:

1. Have representatives from at least 3 sports to demonstrate the sport and set up a mini course for visitors to try. This would require 2 volunteers from each sport: one to demonstrate with their own dog, one to teach the visitors.
2. Charge \$5-7 per entrance (or more – open to suggestions).
3. Contact small local dog related brands to have a stand and/or bring products to sell.
4. Contact other NZ brands to donate items towards a giveaway/raffle. Companies I have worked with: OmegaPlus, TuMeke Friend, Radical Dog.
5. Take portrait photos of dogs or dogs+owners in return for signing up to our newsletter. Use that email address to send them the photos plus information about the classes we offer.

As Teo was not present, this was deferred to the next meeting. There is some question as to how such an event could be run under Level 2 or traffic light conditions with a need to record people’s details, limit numbers, verify vaccination passports etc.

• **Quiz Night Fundraiser (Kensington Tavern)**

MaryRose has been investigating costs and options for a quiz night at the Kensington. The information provided is:

“How the Fundraisers work is pretty much the same as a normal quiz night, but you can stipulate when it starts, how many rounds (normally 10), you can have your own MC, but most people prefer to use my guy, as he knows how to do the scoring etcetera. I suggest that you print 120 tickets & sell them for \$5 - \$10 each; we can do the tickets for at a cost of \$45.00. The quiz normally costs \$150.00, but we donate that to your cause to assist your fundraising. Look for sponsors, approach Animates, groomers, supermarkets, day care & the like, you can’t raffle alcohol at the hotel as it’s illegal. Best to do raffles during the quiz as people concentrate & part with the money without too much thought.”

This sounds like a fun idea and can be re-visited at another time.

FUNCTION SELECTION

SATAY PLATTER	WHOLE	HALF
30 marinated chicken skewers served with satay dipping sauce	\$95	\$50
30 marinated lamb skewers served with satay dipping sauce	\$130	\$65
YIN YANG DIM SUM		
40 pork dim sum served with dipping sauces	\$120	\$60
40 chicken dim sum served with dipping sauces	\$100	\$50

SAVOURIES		
50 assorted savouries served with dipping sauces	\$100	\$50
CLUB SANDWICHES		
30 assorted club sandwiches with a selection of fillings: ham, chicken, egg, lettuce, tomato, cucumber, cheese & pineapple	\$55	
PRAWN TWISTER		
40 prawn twisters	\$90	\$50
SMOKED SALMON BLINI		
35 smoked salmon blinis served with Thai cream cheese	\$100	\$50
PIZZA		
Meat lover	\$30	
Seafood	\$30	
Vegetarian	\$30	
WRAP PLATTER		
30 assorted wraps: beef & onion relish; smoked chicken; ham, cheese & tomato; Vegetarian	\$65	
K PLATTER		
Samosa, spring rolls, prawn cutlet, fish bites, squid rings & wedges served with dipping sauces	\$120	
WI WAN VEGGIE PLATTER		
Assorted vegetarian selection	\$90	\$50
LAND & SEA PLATTER		
Asian chicken wings, sliced ribeye, calamari, prawns, battered fish & fries served with dipping sauces	\$225	
FRUIT PLATTER		
Selection of seasonal fruit	\$75	
PETIT FOUR		
72 assorted petit four	\$140	

- **Refund on Obedience Judge's Airfares**

We have paid for airfares for two Obedience judges and have had to cancel both of them, one because of the Auckland lockdown and one because the March show was cancelled. A credit has been issued for both airfares but they will expire next year and it seems unlikely we will use them. Jill says she took out insurance on both fares, but that does not mean we are entitled to a refund – the little I read stated that no payment would be made for covid-related reasons. Does anyone want to pursue this to see if we can get a refund?

We have spent several hundred dollars on these airfares so it would be worth at least trying to get a refund, but no one was prepared to take it on at this stage. The matter will be moved to the next meeting.

- **Price Increases**

The cost of buying in treat bags, clickers, and longlines has increased considerably and we need to increase our prices to make any money on them. This means the fee for CC1 will need to increase as it includes a treat bag.

Dianne moved that sale prices be increased to:

CC1 - \$120 (from February 2022)

Clickers - \$15

Longlines - \$25

Treat bags - \$15

Seconded by MaryRose and passed unanimously.

Ailsa will order another 50 clickers. As these come from the USA they are taking a very long time to arrive. Some US postal services are no longer delivering to NZ so this needs to be checked out before ordering.

Meeting closed: 10.07pm Next meeting: 16th December 2022