

Draft Minutes – subject to approval at September Committee meeting

**AUSTRALIAN FLYBALL ASSOCIATION MINUTES OF MEETING HELD ON
6th AUGUST 2007 BY TELEPHONE HOOKUP.**

Present: Glenn Pritchard, Leoney Pritchard, Jenny Millar, Terry Hunter, Kylie White, Rosie Milton, Joanne Drake, Les Scott, Dot Baverstock, Pat Byrne, Brian Lindsay, Catherine Saberton, Justin Allen, Ilona Van Galen, Eric van Zuyden

Apologies: Clare Ellis

Meeting Opened at 7.35 pm.

ITEM - Honorary Life Membership proposals.

The President explained that he had not yet asked Kylie White and Rosie Milton to join the meeting as both had been nominated for Honorary Life Membership of the AFA. The Committee had already resolved by email to support the nomination of Kylie White. The nomination of Rosie was now submitted to the Committee for Resolution - there was unanimous support. As required by the Constitution these nominations to be referred by the Committee to the AGM for member ballot.

Rosie and Kylie joined the meeting and the President informed them of the Committees proposal to nominate them for Life Membership. Both expressed pleasure in accepting the nomination.

ITEM - Starred Items.

The following Items were ‘starred’ for adoption without discussion:

- 1) Minutes of 2nd July Meeting;**
- 2) July Accounts Paid (9 cheques - see Cheque Schedule)**
- 3) Correspondence Listing; (see Schedule of all correspondence in and out)**
- 4) New memberships (see QuickBooks Schedule)**
- 5) Membership renewals (see QuickBooks Schedule)**
- 6) Club Affiliations (see QuickBooks Schedule)**

Moved and Seconded that the above Agenda Items be adopted. CARRIED

ITEM - Treasurer’s Report.

Treasurer spoke to her report. Income in July was \$4800.00, with membership renewals being main item at \$3750. Expenditure was \$1515.96. Bank balance at end July was \$9563.23.

Two unpaid Accounts submitted for approval - T.Hunter \$153 for stationery and Hawkesbury Stationery \$228 for office supplies and envelopes for AGM post out. Moved and Seconded both accounts be approved for payment. CARRIED.

ITEM - Membership Renewals after 31st July.

The Treasurer advised that she had received 6-renewal application and fees (as per QuickBooks List) after months end. A further 5 members (Guy Longford, Jenni Vandrome, Sharon Dwyer, Karen Woodall, and Allana Jeffries) had also sought Committee approval for renewal with fees stated to be 'in the mail'.

Moved and Seconded that the 11 Members renewals be accepted subject to receipt of money. CARRIED.

ITEM - Unfinancial Clubs.

The Secretary advised the meeting that the records showed that the following active Clubs in 2006/07 had not yet renewed their affiliations:

Western Weiners, South Coast Dog Training Club, Para District Obedience Club, Full Throttle. Agreed State Reps would follow up all Clubs.

Treasurer reported that Western Weiners had also failed to pay the \$80 fine imposed for non-completion of Points Scorebook for April Comp (as a result the competition points had not yet been posted). Eric to contact Club and remind them re need to discharge the fine.

Motion Moved and Seconded that in event that Eric is unable to make progress then Secretary should write to Club informing them that if payment is not received by end August they would be disaffiliated. Moved that points continue to be withheld until fine paid. CARRIED.

ITEM - Administrative Matters.

Treasurer reported that if the Committee wanted to establish an AFA Email Group (for things like fee Invoices and reminders) and make direct deposit facilities available to members then consideration would need to be given to connecting the AFA Computer to the internet. The AFA would also need to purchase email group software, as our mailing list was well over 100. Quoted email group software cost was \$170.

Justin indicated he was not sure whether the AFA computer would need to be reconfigured to access the Internet. Pat would need to check. If disabled it could be reconnected.

Justin also indicated the need for the AFA to develop a formal protocol for security, backups and computer upgrades and offered to draft these documents. Motion Moved and Seconded that Justin's offer be accepted. CARRIED.

Moved and Seconded that AFA explore purchase of an external disk drive to facilitate backups. Cost approximately \$150. CARRIED.

This Item to be listed for follow up at September Meeting.

ITEM - Follow up of Member Behaviour Incidents at Nationals

Incident 1.

Noted that member A (name suppressed) had responded via letter to the AFA letter detailing the case he had to answer for his inappropriate behaviour at Nationals and that the Committee had determined that on the evidence available an appropriate penalty would be a 6 months suspension.

The Committee also noted the receipt of two support statements from team members who witnessed the incident. The Committee noted both members had also submitted similar statements shortly after the Nationals incident and these had been fully taken into account in the original consideration of the matter.

The Committee discussed in some detail the new submissions and concluded there was little new evidence and that no substantive case had been made with respect to any mitigating factors for the behaviour.

The Committee noted the member's claim in his submission that the comment he made regarding the motivation for the Black Card being issued to his team's dog being related to an incident he was involved in on the prior day was not directed at the Judge. The Committee found this claim hard to accept given it was the Judge who issued the card the member was disputing and recognising she was directly involved in the exchange where the acquisition was made. The Judge in her original statement clearly indicated she did take offence at the remark as she considered it suggested she was biased and had acted other than honestly.

The Committee reconsidered the matter of penalty. A view was advanced that a 6 month suspension period might seem excessive as it would extend to mid Feb 2008 shortly before the date the National Championships were scheduled. The majority of the Committee felt that the timing of the Nationals had nothing to do with this matter and that no case had been made to vary the original decision on penalty.

The Committee did reconsider the original advice that during the suspension period restrictions on the member's presence within 500 meters of any flyball arena would apply and agreed that this should be withdrawn and that the only restriction should be that the member could not take any part in any AFA competition /demonstration or enter the flyball arena at any such event.

Moved and Seconded that Committee reconfirm its original Resolution re misconduct and penalty and that the member be advised of this and his right of appeal under the Constitution. CARRIED (2 Member Abstaining, 1 Against and 12 For).

Incident 2.

Noted that member B (name suppressed) had not responded to the AFA letter detailing the case he had to answer for his inappropriate behaviour at the Nationals and that the Committee had determined that on the evidence available

the appropriate penalty was a severe reprimand. In discussion one member of Committee expressed the view that the penalty was inadequate and that a suspension similar to that imposed on member A would be more appropriate. The majority of the Committee felt that this view had been previously made in the original discussion and the majority of the Committee supported the notified penalty. Given no input was received from the member it was Moved and Seconded that the Committee reconfirm its original Resolution regarding this matter and so advise the member, including his right to appeal under the Constitution. CARRIED (1 Member Abstaining, 2 Against and 12 For).

The Committee then discussed the matter of publication of details of these incidents in the web version of the Minutes. View put that members had to know about this type of discipline matter and the actions taken by the Committee. Following debate it was Moved and Seconded that details be published but with member names suppressed. CARRIED (1 Member Abstaining and 1 Against and 13 For).

ITEM - AGM Preparation

Paper submitted to Meeting outlining preparations for AGM and actions still required. Several venues needed to be finalised - State Reps. to follow up.

Catherine raised issue of AFA making a donation to the charity that was making the S.A. Hall available – Agreed \$50 donation. Joanne indicated Sydney Spastic Centre venue also involved hire fee of \$50. Agreed. President stressed need for venue organisers at dog club venues to ensure that the venue functioned in a totally impartial manner.

Secretary indicated he still did not have Minutes of 2006 AGM and 2007 G.M. Rosie indicated she had Draft Minutes of the A.G.M. and some records of the G.M .

Secretary reported that Mr. Ray Thiele FCPA had agreed to do the Audit of the 2007 Accounts on an honorary basis.

Secretary reported that Committee needed to pass a Resolution re the 2007 Accounts for purposes on A.C.T. Association Incorporation Legislation. Auditor had requested this be completed so he could sign off on the Accounts. Moved and Seconded that the required Resolution, as read by the Secretary, be passed. CARRIED.

ITEM - Reinstatement of Suspended Dog (Kyra CRN 814a)

The Committee noted that it had received an application from the owner of Kyra for reinstatement following completion of a 6-month retraining period. A support statement from the Team Manager who had designed and supervised the retraining program was also received together with witness statements from 7 Club members who had taken part and witnessed the retraining.

The Committee accepted that the reports indicated that significant retraining had been implemented and that the evidence supported the conclusion that aggressive behaviour whilst being restrained for release had been overcome.

Moved and Seconded that the Committee resolves to reinstate Kyra and that a final assessment occurs at a Competition under the close supervision of the Psychos Team Manager. CARRIED

Further Moved and Seconded that the Secretary write to the Team Manager to acknowledge the Committees appreciation for his effort in undertaking the retraining of the dog that originally was not even a member of his Team. CARRIED.

ITEM - Letter suggesting need for improved communication of any rule changes to Judges.

Letter from Mr. Ron Richardson referred to Supervisory Judge for consideration with request that she look at taking over as moderator of the Yahoo site for Judges and Officials and using this as a means of communicating rule changes to officials of the AFA.

ITEM - AFA Fees Review

The Committee noted the AFA Budget for 2007/8 as submitted to the July meeting and that the projected annual surplus, without allowing any expenditure for new developmental or further Signature Light Sets, would be less than \$10,000.

The Committee noted a suggested schedule of fees, which reflected reasonable cost increases (limited to a maximum increase of \$5 per Item). The Committee agreed that there was a need to plan for acquisition of further Signature Light Sets (which cost approx \$15,000 each) and other developments.

It was proposed that any fee changes not apply until the start of the 2008/09-year so that members had warning of increases. The Committee noted that the listed fee increases were estimated to produce additional annual revenue of \$7000 p.a.

The Committee noted that under the Constitution the responsibility for determining fees rested with the Committee and that there had been no increased (other than the lights levy fee) for several years.

In discussion it was agreed not to increase fees for Titles, Pins and Plaques as current fees were recovering costs.

Following discussion Moved and Seconded that the Committee adopt the following fee increases effective from 1st July 2008:

| | Current fee | Proposed fee |
|--|-------------|--------------|
| New Member fee | \$20 | \$25 |
| Renewal (Per Dog) | \$15 | \$20 |
| Club affiliation | \$25 | \$30 |
| Lights Levy (per Team) | \$15 | \$20 |
| Competition Sanction fee | \$15 | \$20 |
| Current Titles, pins and plaques – unaltered | | |
| Larger shield awards – at cost | | |
| CARRIED. | | |

ITEM - AFA Logo

Committee discussed whether there was a need to update the existing AFA Logo. View expressed that the Logo was not very striking or exciting and did not stand up well against other body's logos. Ilona made offer to have a graphic designer review the Logo and submit alternatives IF there was support for a change in design. Normally a logo design would cost around \$3000 but offer was to do on a no fee basis. Offer was conditional on the Committee deciding that there was a serious commitment to change as otherwise the design exercise was futile.

Suggestion made we seek member views on need for change and also whether there were people within AFA who also might have skills to submit a design option.

Agreed to put matter forward for member comment on the web and to revisit once member views known.

ITEM - Storage of AFA Archives

Kylie reported costs of container storage was prohibitive. Secretary agreed to take and store the 7 boxes of hard copy records held by Kylie.

President reminded Committee Vicki and Steve still had 20 boxes of AFA records in store at their place. Agreed to place this matter on Agenda for September meeting.

ITEM - AFA Privacy Policy

Ilona reported she had not had time to develop a customised AFA Privacy Policy for Committee consideration. Item deferred to September meeting.

ITEM - Committee Member and Judges Expense reimbursement

The matter of reimbursement of expenses incurred on behalf of the AFA was raised for discussion.

View expressed that Committee members were already entitled to be reimbursed for expenses directly incurred on AFA behalf. Policy was that prior approval

should be sought for any significant item. Costs like reimbursement of telephone calls connected with AFA meetings and business could be claimed at Committee member's discretion. It was up to each member to decide whether the costs were significant enough to warrant claim. Members should submit completed AFA claim forms and receipts to the Treasurer for reimbursement.

Rosie raised the issue of reimbursement to Judges for travel expense, including petrol. Views expressed that Clubs running competitions should be offering to meet reasonable travel costs of Judges in same way as they meet other costs of running the competition. Comments indicated this was already the case in NSW. Other comments indicated this was not currently the situation in all other States. Point put forward that this was really a matter between the Judge and the competition organisers. Suggested made that the Committee place a comment on the web indicating that Clubs should be willing to meet reasonable travel costs for Judges and that this point should also be added to the Guidelines for Hosting a competition. Action agreed.

ITEM - Transfer of EJS System to Tasmania

Dot enquired whether it was likely that the old EJS System would be available for transfer to Tasmania before 26th October. Kylie reported that the console had been sent to Steve Pitt for repair. Kylie agreed to follow up.

President raised issue of how we would transport lights – issue of need for insurance briefly discussed. Idea of a team from Victoria visiting Tassie and taking lights discussed. Dot also raised possibility of a team from Tassie visiting Victoria and collecting the lights.

Agreed to place matter on agenda for next meeting.

ITEM - Ballot re Breakout Policy

Secretary reported that his attention had been drawn to the fact that the wording of the Breakout Policy Rule changes being voted on (Rules 2, 8, and 9) were different to the original wording used in the Flying Times to explaining the reasons for the changes. The Committee agreed there was a need to ensure we clearly communicated the intent of any Rule change. Moved and Seconded that the Committee Resolve to withdraw Rules 2, 8, and 9 from results of ballot and ask Rules Sub Committee to clarify policy intent and wording for ballot in 2008.CARRIED

ITEM - Proposal for Flyball Seminar by Melissa Dailey of USA.

Committee noted communication from Melissa, which had gone to many Clubs and individuals in Australia, offering to conduct flyball seminars and lessons during a planned visit in November. Melissa had indicated she wanted one return airfare and \$100 a day for seminars.

Point made AFA already had American visitors for February (Nationals) and they were willing to conduct seminars. Point also made that there was a need to check the visa status of any visitor proposing paid work whilst in Australia.

Agreed that this was not an AFA matter and Melissa's offer should be left to individual Clubs to explore and that any issue re visa restrictions was a matter for Melissa and any host Club to determine.

LATE ITEM - Black Cards Issued at Mt Gravatt Show Competition.

Rosie reported that two Black Cards had been issued – one for Aggression and one for Suspected Aggression at the recent Mt.Gravatt Show.

Secretary reported he had just received correspondence from owners of both dogs and witnesses to the suspected aggression incident. In the case of the aggression incident the owner had advised she had decided to retire the dog from flyball. In case of the suspected aggression incident all correspondence claimed the dog had simply left the ring and did not display any aggression. Moved and Seconded that these two matters be dealt with in line with the new AFA Trial Policy on Aggression. CARRIED. Sub Committee formed of Rosie Milton, Terry Hunter and Eric Van Zuyden (Rosie to Chair). Secretary to advise two owners of procedure being followed and that under the AFA policy their dogs were suspended from AFA activities pending the outcome of the investigations.

LATE ITEM - Timekeepers Work Sheets

President advised he had received suggested amendments to the AFA timesheets from Karen Shields who had been assisting with checking accuracy of completion of timesheets from recent competitions and who had identified what she saw as common errors. These suggestions needed to be considered by other members who were experienced in timekeeping to get their views as to the proposals for change. Agreed document should be circulated to Committee and members would see if they could get experienced timekeeper to provide comments back to Committee. Matter would be placed on Agenda for September Committee Meeting.

ITEM - Date of Next Meeting

Next meeting scheduled for Monday 3 September at 7.30 pm. President indicated this was after the next AGM and thus there may be changes to Committee. He thanked all Members for their contribution in 2006/07, and particularly for their support during the recent changes in senior positions on the Committee.

Meeting closed at 11.10 pm

Signed by President as an accurate record of discussions.

