

Draft Minutes – Subject to final approval at August 2011 Meeting

Australian Flyball Association Inc. – Minutes of Meeting held on 4th July 2011.

Present: Jenny Millar, Ian Kendt, Brian Lindsay, Richard Mellon, Julie Pamplin, Sue Norton, Wayne Stroop, Lyn Clyde. Ian Gauntlett, Pat Byrne and Josh Ellen

Apologies – Jo Parkes. Maureen Williamson, Kylie White, Penny Lloyd and Catherine Saberton

Meeting Opened at 7. 45 pm

ITEM - Starred Items.

The following Items were adopted without discussion:

- 1) Minutes of 6th June 2011 meeting.
- 2) Renewals of Membership
- 3) Treasurers Report. End June Bank Balance \$11,063.40 (after the \$3000 transfer to Lights Reserve).
- 4) Correspondence In and Out.
- 5) Stewards Passes – Phil Sanders CRN 2359
- 6) Timekeepers Passes – Nil
- 7) Judges Exam Passes — Lyn Clyde to advance to Provisional Judging in the ring. Josh Ellen and Martin Watts to advance to final assessment for appointment as level 2 Judge. Catherine Saberton to be appointed as Supervisory Judge for S.A.

CARRIED.

ITEM – Check of Action Sheet for Outstanding Matters. Following Items outstanding:

Wicket Bases to be finalised.

ITEM – New Members.

Following new members approved:

Michelle Gurney, Ange Gintings, Kate Dunlop, Sarah Armstrong, Jolene Turnbull and Lynette Fryer.

ITEM – Transfer of funds to Equipment reserve.

The Committee noted that the 2011 transfer of \$3000 to the Lights Replacement Reserve had been authorized by the Committee via email in June and that the funds had been transferred into the AFA Investments.

ITEM – Sanctioned Events.

Competition – St.George – Saturday 24th September –St.George
Springtime sprint – Kempt Park Durham St Hurstville.

Competition – Bellarine – Sunday 16th October 2011 – Flyball Geelong
Show – Geelong Showground Geelong

Training Day - 24 July 11 – Belconnen – Belconnen Club Grounds
Mitchell.

ITEM – Report from Dog Incident Sub Committee.

The Committee noted the Report from the Dog Incident Sub Committee dealing with a Black Card for suspected aggression.

The incident involved Sundae CRN 2201B in an incident at Portland Competition on 12th June 2011. The Sub Committee reported that this was an incident involving a young dog at her first Competition and that the dog needed more focus training, including training in running onto other dogs. The incident involved chasing, with possible intent, but not involving any contact between dogs. Sub Committee RECOMMENDED that a Warning letter Type 1 be issued to Sundae suggesting need for more training before next competition and need to consult Club Instructors on focus training. CARRIED.

ITEM – Report from Rules Sub Committee.

The Committee noted the Minutes of the Rules Sub Committee Meeting held on 28th June. As requested the Sub Committee had reviewed the count back Rule taking account of the concerns raised by the Supervisory Judge and others. After considering options the Sub Committee agreed that the current Rule involving averaging of 5 heats was complex and could involve difficulties. The Sub Committee concluded that the most practical solution was to eliminate the average calculation altogether and to use the fastest head to head heat time as the final decider of places. The Sub Committee proposed the following Rule changes:

DELETE from 9.2 (q) ii) on Page 28 the words:

“then average time using the 5 best completed head to head heats for each team (i.e. add the 5 best times of all completed heats run

by each team head to head and divide by 5 to determine average completed heat time. Best average time wins.) If average time is even –“

The AMENDED 9.2 (q) ii) will read:

ii) Count back based first on head to head RACE wins during competition (where more than two teams are tied the count back for each team shall be the total RACE wins scored against all of the teams that are tied (the combined number of wins)); if two teams are still even the teams are compared on head to head heats; if two teams are still even - then fastest heat time head to head decides the winner. Competition organisers must state which option is to apply in Competition Schedule and announce this at start of Competition.

(Drafting note: a second CLOSE BRACKET added “)” after “number of wins” on the 4th line as there seems to be one missing in the original text).

After discussion the Committee agreed to adopt the amended wording as an “ On Trial Rule” effective from 1st August 2011. **CARRIED.**

The Sub Committee also reported on the referred matter of one handler being able to run two dogs in the same heat. Although the Subcommittee is not aware of any specific provision in the rules that covers this situation, it considered that Rules 5 (a), 9.2 (m), 10.2 (e) and 10.4 (b) were relevant.

The Subcommittee noted that this is an unusual situation that does not lend itself to a hard and fast rule one way or the other. The Subcommittee concluded that it should not be ruled out, as there were situations in which it could work, and to prevent it might disadvantage a club or team. However, there were also situations where it would not work; people have tried it before in competition and the experience indicated that it introduced additional risks such as when dogs became confused or as handlers tried to re-position themselves around the ring, which could result in a safety hazard.

One specific issue that the Subcommittee considered to be most important was the principle that each and every dog in the Ring should be under the control of a separate handler at all times except while actually running, whether or not any handler ran more than one dog. In other words, there should be one handler in the ring for each dog in the ring.

To summarise, the Subcommittee agreed that the practice of one handler running two dogs in the same heat is permissible provided it is done safely, with all dogs in the ring under control of a handler at all times except when running, and that the Judge in the ring has the discretion to instruct a handler or team to discontinue the practice in that competition if he/she concludes that the handler is unable to do it safely.

Given that this is a safety issue, the AFA Representative may also be involved.

The Subcommittee therefore RECOMMENDED that there should be no change to the Rules, but that a Rule Clarification Notification be sent to all Judges and Members to advise them that:

- the practice of one handler running multiple dogs is not prohibited, but must be done safely;
- There must be one handler for each dog in the Ring (i.e. one handler may not hold two dogs or simultaneously hold one dog and run another); and
- Judges and AFA Representatives have an overriding duty of care to ensure safety of handlers and dogs in the Ring at all times, which means they will have to prevent a handler from running multiple dogs in one heat if they observe it to be unsafe.

CARRIED.

ITEM – Update re Timing Light Systems

Secretary reported that he had asked Phil Lea to see if he could find out the status of the Watch Dog System being developed to meet NAFA racing specifications. Phil had contacted several people in NAFA and was awaiting an answer. Matter will be kept under review.

Ian Gauntlett asked about the new SA Lights set which seemed to have a different time interval on count down. Brian advised that timing could be adjusted and suggested Wayne contact Steve Pitt who Brian felt would now how to adjust.

ITEM - Standard Jump Design specification

The Committee noted that the Specification had been issued as Notification Number 30 and would become mandatory from end December 2011. One point had arisen relating to what action if any should be taken regarding withdrawing the 1-inch slats already produced at lengths shorter than the notified Standard of 730 cm as part of the trial. The Committee agreed that the Standard 1 inch slat length, as specified, of 730 cm should stand. Where a Club/member had purchased slats of a shorter length these should now be replaced by 730 cm slats with the Committee meeting replacement costs. Decision to be notified to Les for replacement action with bill to AFA.

ITEM - 2013 Nationals

The Secretary reported that a bid had been received from Berwick Club for the hosting of the AFA National Championships at the 2013 Dandanong Show. The Committee also had received an earlier bid from the Sydney Flyball Associates indicating they would be willing to host the 2013 Championships as part of the 2013 Sydney Royal Show. The SFA bid indicated that if another Club wanted to host the 2013 Championships

they would be willing to defer their bid to 2014. On that basis the Committee approved the bid from Berwick Club. The Secretary was asked to notify both Clubs of the decision and to draw Berwick's attention to the need to follow the processes outlined in the new Nationals Planning and Presentation Policy. The Committee agreed to consider appointment of AFA Representative to the Nationals Planning Committee of Berwick at its August meeting.

ITEM – 2011 AGM Planning

The Committee endorsed the following venues for the 2011 AGM to be held on Saturday 20th August:

NSW – 74 Agincourt Rd, Marsfield (previously called Spastic Centre) - coordinator Richard Mellon 0427201238

(Richard to check further re need for a Milton venue)

South Australia – Cowan Restoration Services Unit 4/ 109 Ledger Rd Beverley - coordinator Catherine Saberton 0419803924

All other Regional Representatives to finalise Venues and coordinators as quickly as possible and Notify Secretary so details can be posted to AFA Web.

The Committee also agreed that there would be 5 Rules Motions placed on the WEB for Member ballot. These had all been Rules "OnTrial " for some time. The On Trial Rules to be put to members for adoption are:

Amended measuring Rules (Rule Notification 19 issued June 2010);
Competition cancellation Policy (Notification 21 issued October 2010)
Amateur Competition wording (Notification 22 issued November 2010)
Nationals Planning Policy (Notification 24 issued January 2011)
Measuring Supervision Rule (Notification 25 issued Jan 2011)

The Ballot form to be made available on the Web for members to access.

And Club coordinators to be informed and asked to encourage members to vote-

ITEM – Storage of AFA Records.

The Secretary had submitted a Paper suggesting the desirability of the AFA establishing a document retention Policy for the various categories of records held and what " back up" arrangements should apply. It was

noted that the AFA web site and Data Base contain many of the AFA records and are accessible to members and are regularly backed up. In addition to these computer-based records various members of the Committee have hard copy records in storage. These include the Secretary; Treasurer; Webmaster; and Supervisory Judge.

After discussion it was proposed that the following retention policy be adopted for AFA records:

Records to be held permanently:

- Certificate of Incorporation and associated paperwork;
- Copies of AFA Annual Returns submitted to ACT Office of Regulatory Services (this would include hard copy of Annual Accounts and Auditors Report);
- Annual Insurance Certificates and associated correspondence re Insurance matters;
- Any Legal or other key documents such as Agreements with other organisations such as ANKC;
- Correspondence and Agreements regarding ongoing sponsorship arrangements (such as with Purina);
- Master Copy of Rules and Policies documents.

Records to be held for minimum 5 years:

- AGM Minutes, Rules ballots and associated paperwork (all AGM Minutes are also available via the AFA Web site);
- Members personal records including Membership applications and correspondence;
- Financial records, including bank statements and receipts etc.
- Records regarding Judge accreditation

Records to be held for Minimum of 3 years:

- Committee Minutes and associated correspondence/Papers (all Past Committee Minutes are archived on the AFA Web site).

Records to be held for one year:

- Competition Sanction application forms and Competition paperwork, including processed Work Books;
- Club Affiliation Applications;

Copy of this policy decision to be retained by Secretary and made available to incoming Committee each year for guidance.

NOTE: Meeting Interruption. At this stage of the Meeting the phone hook up of the Committee members failed for the second time. Given the stage of the Meeting it was agreed by email to continue the Meeting at a latter date, via email. The following Items were thus dealt with by email correspondence post the Meeting date.

ITEM – Life Membership Proposal.

Noted - An email recommending a member for Life Membership. The Committee noted the recommendation from two Clubs to submit a Life Membership proposal to the Members for consideration at the AGM. The Committee endorsed the submission and will submit the matter to members for voting at AGM.

ITEM – Keilor Clubs bid for Purina Sponsored Competition – Feb. 2012 SAFE Field Day.

The Committee noted the submission from Keilor seeking approval to have the 2012 SAFE Field Day Competition, scheduled for 18th February 2012 declared as a Purina Sponsored Event.

The submission included the required Sponsorship analysis statement that included a request for a \$2000 cash sponsorship that was outside the agreement with Purina. Concern was also expressed that the 2012 Nationals were scheduled for Canberra on Friday, Saturday and Sunday the 24th, 25th and 26th Feb and all ring gear needed to be in Canberra by no later than Wednesday the 22nd – only 3 days after the SAFE Field day ended. Concern existed as to whether Purina would be willing to meet transport costs to get Ring to Canberra by the 22nd. After discussion the Committed agreed to recommend the SAFE event to Purina PROVIDED Purina was willing to agree to transports arrangements to get ring transferred to Canberra by 22nd Feb and under standard sponsorship terms. Keilor to be so advised prior to submission being lodged with Purina . **CARRIED**

ITEM – Other Business.

NIL

Next meeting set for Monday 1st August at 7.30 pm.

The Meeting closed at 9.05 pm as a result of telephone hook up problems..

Signed as a true record.

President.