



Minutes of the Executive Council meeting

**Held via Zoom on 16 May 2020
at 10am**

1. INTRODUCTION/MINUTES

EXECUTIVE COUNCIL (EC)

Brian Harris (BH) President
Jill Brooker (JB)
Keith Brown (KB)
Donna Hailes (DH)
Fiona Hodgson (FH)

Arend van den Bos (AB)
Stephen Meredith (SM)
Lisa Slade (LS)
Steve Tate (STT)
Trina Nichols (TN)

STAFF

Steven Thompson (ST) – Director Secretary
Nicola Wood (NW) – Executive Assistant/Administrator
Clive Phillips – Treasurer (For budget part of meeting)

WELCOME

BH welcomed the E.C to the meeting at 10am.

ITEMS FOR AGENDA

- Finance Update
 - April Finance Report
 - Preliminary FY 2019/2020 Results
- Reopening Strategy –
 - COVID 19 Protocols
 - Agility Event Protocols & Report
 - Obedience Event Protocols
 - Dog Training Protocols
 - Conformation Event Protocols
 - Exhibition Venue Protocols
 - Conformation Future Show Calendar Report
 - NDS/FCI Show Judges Update
- Judges Approval
 - Obedience Judges Panel Approval
 - Junior Showman Judges Approval
 - Nelson Kennel Assn – Level 5 Judges Request
- Reports (Director Secretary / YKC / CH&W / Auckland Venue)
- General Business

ADOPTION OF AGENDA

The E.C adopted the agenda.

Moved Chair; – Adopted

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|---------------------------|
| 2. IMPORTANT ITEMS |
|---------------------------|

FINANCE UPDATE

The following reports were provided by Steven Thompson (ST) via email on 15 May 2020:

- April 2020 Financial Report
- FY 2019-20 Pre-Audit Results
- Treasurer's Report for March

NZ Kennel Club Financial Update for March 2020**Financial Results*****A comfortable result in line with Budget for the year.***

March Actuals came in below Budget primarily due to lower income recorded by Dogs NZ, AEC, Dunedin Wellington, Agility and CGC (Believe we witnessed some Covid-19 impact in last couple of weeks in March). Lower than budgeted expenditure by Dogs NZ, AEC and Agility offset a portion of the income shortfall.

Actual Income exceed budget by \$41.8K for the Year***Actual Expenditure GREATER than budget by \$40k for the Year******Balance Sheet STRONG - Cash and Property rich***

Total cash to end of March \$1,460k, up \$119k since end of last financial year (March 2019).

Summary of Group Financial Results: – Income minus Expenditure

Monthly Result Deficit greater than Budget and last year's Actual surplus

| <u>March Month:- Income less Expenditure</u> | | | | |
|--|---------------|------------------|--------------------------|-----------------|
| <u>Actual</u> | <u>Budget</u> | <u>Last Year</u> | | |
| (\$11,880) | (\$3,683) | \$20,811 | | |
| <u>Year To Date :- Income less Expenditure before Depreciation</u> | | | <u>Full Year 2019-20</u> | |
| <u>This Year</u> | <u>Budget</u> | <u>Last Year</u> | <u>Budget</u> | <u>Forecast</u> |
| \$2,016 | \$147 | \$148,273 | \$147 | \$2,016 |

Actual YTD results in line with Budget but significantly below last year's actuals.

Registry Activity

Litter Notifications and Exports are DOWN on last year's figures while registrations, transfers and Imports are either below, in line with or slightly behind. As previously mentioned this trend

should have been expected given last year experienced a spike in activity ahead of MPI legislation changes that became effective in October 2018.

| Analysis YTD March 2020 | | | | | | |
|--------------------------------|---------------|-------------|------|---------------|-------------|------|
| | Number | | | Income | | |
| | 2020 | 2019 | | 2020 | 2019 | |
| Litter Notification | 1,674 | 1,845 | -9% | 60,301 | 75,418 | -20% |
| Registrations | 8,421 | 7,925 | 6% | 211,770 | 220,143 | -4% |
| Transfers | 5,623 | 5,216 | 8% | 107,680 | 108,027 | 0% |
| Imports | 326 | 321 | 2% | 31,956 | 31,110 | 3% |
| Exports | 257 | 442 | -42% | 23,536 | 41,925 | -44% |

Detailed Analysis

Dogs NZ (NZKC):- (\$8.4K) AHEAD of budget for year

Income (\$26.1k) BELOW budget for the year.

Expenses \$34.5k UNDER budget for the year.

AEC:- (\$9.8k) UNDER budget for year

Income (\$3k) BELOW budget for the year.

Expenses (\$6.8k) OVER budget for the year.

Dunedin:- \$11.9k AHEAD of budget for year

Income (\$2.2k) BELOW budget for the year.

Expenses \$14.2k UNDER budget for the year.

Wellington Property:- (\$7.8k) UNDER budget for year

Income \$1.6k ABOVE budget for the year.

Expenses (\$9.4k) OVER budget for the year.

Gazette:- \$11.6k AHEAD of budget for year

Income \$15.5k ABOVE budget for the year.

Expenses (\$3.9k) OVER budget for the year.

NDS & Sunshine Show:- (\$12.4k) UNDER budget for year

Income \$27.6k ABOVE budget for the year.

Expense (\$40.0k) OVER budget for the year.

Agility and NZDAC:- \$0.7k AHEAD of budget for year

Income \$14.4k ABOVE budget for the year.

Expense (\$13.7k) OVER budget for the year.

JDT:- \$0.7k AHEAD of budget for year

JDS:- \$0.4k AHEAD of budget for year

NDOA:- (\$7.9k) UNDER budget for year

Income (\$1.4k BELOW budget for the year.

Expense (\$6.4k) OVER budget for the year.

Obedience Northern (\$4.6k) UNDER budget for year

Income (\$3.1k) BELOW budget for the year.

Expense (\$1.5k) OVER budget for the year.

Obedience Central \$0.5k AHEAD of budget for year

Income \$1.6k ABOVE budget for the year.

Expense (\$1.1k) over budget YTD.

Obedience Southern \$0.7k AHEAD of budget for year

Income (\$1.1k) BELOW budget for the year.

Expense \$2.1k UNDER budget for the year.

CGC:- \$9.5k AHEAD of budget for year

Income \$0.4k ABOVE budget for the year.

Expense \$9.1k UNDER budget for the year.

Balance Sheet & Cash Flow

Cash balances INCREASED \$119.3k during Financial Year.

- Debtors \$69.5k up on end of last financial year. Increase solely due to invoicing Purina for their annual Sponsorship.

CP spoke to the financials as he believes it is important the committee know how Dogs NZ has been tracking during the COVID-19 lockdown.

The April result is reassuring in that it demonstrates the fundamental Revenue streams of the organisation have shown good resilience so far during the COVID-19 challenges. In fact the income deficits in Club Levies (\$18k) and Club Liability Insurance (\$10.6k) are due to the notifications only being sent out in the later part of April. This income should flow in during May.

The balance sheet remains strong and Dogs NZ experienced a cash increase of \$61.6k during the month of April.

The current financial year will remain a difficult one however early indications give hope that there is potential to come in better than budget.

The E.C discussed the financials. KB questioned if we going to apply for the extension to the wage subsidy. Due to the stricter eligibility requirements management believe that it would be unlikely that Dogs NZ would qualify for any support extension. ST noted a stronger revenue forecast for May. Two sets of membership renewal will start to show up in May. CP commented registrations of imports and exports are down but really only a minor drop-off whereas online registrations are up. TN queried funding via community grants. ST noted he has spoken to PCC but CP will investigate further. LS noted a member (Bill Murdoch) praised Dogs NZ Budget!

Information Only – Report Received

REOPENING STRATEGY

RE: COVID 19 Event & Venue Protocols

Report by ST

Attached for Executive Council approval are the following COVID 19 protocols for conducting Dogs NZ events under Alert Level 2 and opening our three exhibition venues.

- Agility Event Protocols & Report
- Obedience Event Protocols
- Dog Training Event Protocols
- Conformation Event Protocols
- Ardmore Exhibition Centre Management Protocols
- National Office / Porirua Exhibition Centre Management Protocols

Forrester Park are in the in the process of adapting the Ardmore management protocols for their operation. Once their management committee has signed off on the management protocols I will include a copy in the next E.C. meeting.

The Event Management protocols for our three key sports activities and public dog training courses are based on the guidelines issued by Sports NZ and have been approved by the national Obedience and Agility Committees.

The 100 limit for any gatherings and the requirement for social distancing at events does make it difficult to hold some Dog NZ activity while we remain under Alert Level 2. This especially applies to conformation events and conducting CGC assessments. We may not see the full return of these activities until we are at Alert Level 1.

Once Executive Council has ratified the event protocols they will be distributed to all clubs and members. The decision to restart dog training or to hold sports events rests with each club but as a

national organisation we have the duty of care to provide clear guidance to our members to protect their health and wellbeing.

Level 2 COVID-19 Considerations for Agility Training and Events

Report by FH

At our meeting on Saturday 9th May the Agility Committee considered all of the current information available and came up with the following in relation to Agility during the Level 2 conditions.

- Training can recommence under Level 2 and a document has been developed by the Agility Committee to help provide clubs with guidance as to how to ensure they meet the government guidelines at this level (attached)
- The Agility Committee will seek feedback on our training document and any pressure points we may have overlooked in order to ensure that our ideas for facilitating shows are sensible and able to be followed.
- A document relating to the running of Agility Events under Level 2 has been initiated and will be issued for comment once checked by the EC (attached). Having this released will allow clubs to evaluate whether they are able to meet the Level 2 requirements at their venue in order to run a show.
- If clubs are going to run Agility Link in conjunction with training, we will ask for feedback on the guidelines for events so it can be further developed and improved.
- Currently all agility shows are postponed/cancelled until end of June 2020
- No new agility events will be added into July 2020 calendar but those currently scheduled for July may go ahead providing the requirements of Level 2 can be met (and that the country is in Level 2 or lower at that time).
- Re-scheduling shows by clubs whose shows were postponed during the Level 3 and Level 4 lockdown will be done by them applying to the relevant island calendar responsible AC people. Preference while rescheduling will be given to clubs who have not yet held a show in 2020.

Assistance from EC

- Will the EC allow for the temporary number limiting by clubs for entries during Level 2 conditions (suspect max 90 handlers will be able to enter each show)
- Will the EC allow for exemption should a club not be comfortable holding a show at Level 2 and therefore be unable to hold a Champ show/ribbon trial this year.
- Will the EC agree to a relaxation of the 300km rule of thumb between shows on the same weekend (which may help with number limitations and reduction on travel)
- Will E.C. grant exemption if necessary from any location restriction for clashing of shows for the rest of the year (same as the restriction for All breeds show as noted)

The E.C discussed and noted that while we are in alert level 2 a "special newsletter" will go out to clubs and memberships re the protocols and guidelines surrounding events and venues. The E.C noted numbers are capped at 100 and the need to structure events to maintain social distancing and good hygiene. FH to send the updated Agility report to ST.

The E.C noted the need to review running shows and future events as the environment is constantly changing. The E.C noted some shows will be really difficult to hold. Some Judges and Stewards may not be able to participate. Dog training clubs can be flexible in how they structure their training sessions.

A contact tracing register and hand sanitisers as well as privacy rules need to be adhered to. Clubs need clear guidance from Dogs NZ and must have realistic expectations.

FH requested clarity around restricting entries for an agility event if required for a show under the 100 person cap. It was discussed that this be permitted but that the method of restricting the entries must be clearly outlined in the schedule.

ST noted Dogs NZ will distribute updated protocols to members and clubs early next week via a link in Dog-iE news.

Moved: FH, Seconded; AB – ratified

CONFORMATION FUTURE SHOW CALENDAR REPORT

Report by ST & DH

RE: Conformation Future Event Calendar Recommendations

1. Current Show Schedule

Attached is a master spreadsheet detailing all the breed and specialty clubs who have requested approval to postpone and/or cancel scheduled conformation shows (as shown in red) and those clubs who have requested approval to move their scheduled shows to alternative dates (as showed in green).

As you can see nearly all clubs have accepted the advice from E.C. to postpone any shows until 30 June and the majority of shows in July and August have also requested postponement/cancellation. This leaves us with a limited number of weekends left in 2020 for any rescheduled shows if Alert Level 2 event restrictions are relaxed.

We are faced with the reality that a number of Clubs may not be able to re-schedule shows in 2020 and we will have to flexible about weekend show schedules.

2. Applicable Rules & Regulations

In managing the future Event calendar we are guided by the following Rules & Regulations:

- **Rule 7 (e):** A society not holding or ceasing to hold an annual show may be disaffiliated by the Annual General Conference or special General Meeting on the recommendation of Executive Council
- **Show Regulation 2:** Executive Council shall have the power to grant, withhold or cancel, permission for the holding of any recognized show

- **Show Regulation 2.1.2.1:** Approval will not be granted for two all-Breed Championship shows on the same day, in the same Island (North Is OR Sth Island) unless the written consent of both clubs is approved.
- **Show Regulation 3:** No Society may cancel a Recognized Show previously approved without the approval of the Director Secretary

3. Recommendation to Executive Council

A working group of Donna Hailes, Steven Thompson and Colleen Begg has been managing the requests for show postponement / cancelations and would like to make the following recommendations to Executive Council:

Recommendation 1:

- That the Director Secretary accepts any requests from clubs to postpone/cancel shows in 2020 on the requirement that Clubs reschedule show dates for later 2020 or 2021.

Recommendation 2

- That the requirement of Show Regulation 2.1.2.1 is set aside for 2020 and the Director Secretary can accept a request to hold more than one All Breed show on the same day in the same island.

The E.C discussed and agreed that using our powers, we will not be disaffiliating any club who cannot hold a show due to COVID-19. The E.C agreed with recommendation 2 to put aside Show Regulation 2.1.2.1 for 2020 and that more than one show can take place on the same day. LS noted that those clubs that have cancelled get the opportunity to reinstate that date prior to another club taking that date. SM raised the idea that any club that lost their show during 2020 have the opportunity to have a 2nd show during 2021 then revert back to the rules in 2022. The E.C noted this will be discussed in further detail at their June 2020 meeting.

Moved: DH, Seconded; KB – approved

NDS/FCI SHOW JUDGES UPDATE

The E.C noted the current status of rescheduling NDS and FCI Judges.

Information only – Received

JUDGES APPROVAL

OBEDIENCE JUDGES PANEL REPORT

Endorsements for promotions were tabled and approved by NZ Dogs DOC for the following Dogs NZ Judges:

- Sue Richardson onto the Championship Test C Panel.
- Ken Windley onto the Championship Test C Panel.
- Karen Browning onto the Championship Test A Panel.
- Jo Anne Donachie on the Championship Test A Panel
- Carol Lavery on the Championship Test A Panel
- Fiona Scott onto the Championship Rally-O Excellent Panel.
- Support was given for the re-appointment of:
 - Mike Hoy onto the Championship Test B Panel.

The E.C discussed and approved.

Moved: AB, Seconded; FH – approved

JUNIOR SHOWMAN JUDGES APPROVAL

Lavina Diamanti wrote to ST noting Sonia Nicholson has applied for the Junior Showmanship exam. This has been approved by the board.

The E.C discussed and approved.

Moved: KB, Seconded; ST – approved

NELSON KENNEL ASSOCIATION – LEVEL 5 JUDGES REQUEST

ST received an email from Margaret Cotton on behalf of NDKA applying for dispensation to appoint judges with 5 groups be able to judge Best In Show at their January 2021 shows.

The E.C discussed and agreed to defer this item until the June 2020 E.C meeting.

Moved: JB, Seconded; STT – approved

TIBETAN SPANIEL CLUB APPLICATION FOR ASSOCIATED MEMBERSHIP

The E.C discussed a letter received from Angela O'Callaghan (TSC Secretary) applying to Dogs NZ for moving their club to an Associated status.

ST noted that Colleen Begg recommend we do. The E.C agreed.

Moved: SM, Seconded; KB – approved

3. REPORTS

DIRECTOR SECRETARY REPORT

Report provided by ST.

1. Key Relationship & Reputation Activities

MPI Consultation on COVID-19 Impact on Companion Animals

Dogs NZ were invited to participate in a series of Zoom meetings coordinated by MPI which involved a number of other national organisations involved in animal health & welfare (such as NZVA, SPCA, NZ Companion Animal Council) to discuss issues such as animal transport and dog grooming activities under the various Alert Levels.

Dr Becky Murphy represented Dogs NZ and after a rocky start due to confusion between MPI and MBIE we were able to provide members and breeders with relevant information regarding permitted activities.

Members Communications during Alert Level 4 & 3

A key focus during Alert Level 3-4 lockdown was to maintain communication with members via our key communication channels. Due to the hard work of Derek Johnson and the office team, a number of special Dog-iE newsletters were sent to members with relevant "lockdown news" as well as maintaining the weekly Friday newsletter.

We also launched our official Dogs NZ Facebook page which has been well received by members. This gives us the opportunity to respond on a daily basis to new developments in the dog world.

A slimmed down version of April and May issues of NZ Dog World have been produced and mail to members this week. We will start to include event / show schedules in the June issue.

A report on Dog-iE newsletter open rates and number of members following our Facebook feed is attached.

LRL consultations with Clubs

Becky Murphy and I participated in a zoom meeting with key members of the South island German Shephard Clubs to progress an LRL for the breed. The clubs in both islands are now in discussion to draft the key 4-5 tests that they would like to include in any LRL scheme. We are still working to a timeline of having the LRL active by 1 November 2020.

Progress on the Pug LRL has stalled due to the unwillingness of the key Auckland Clubs to finalise the letter of recommendation for the 5 tests due to "not wanting to rush things during lockdown." Now that we are in Alert Level 2 we expect that we should be able to finalise the agreed testing scheme and put it to a members vote by June.

RFG Scheme / WBBP Chamber

Becky Murphy and CH&W member Lynley Drummond took part in a Zoom conference organised by Cambridge University / The Kennel Club on the RFG testing scheme and WBBP/Boas Chamber research. A full report, along with recommendation from CH&W on the adoption of the RFG scheme and any purchase of the WBBP Chamber will be coming to E.C. in the near future.

2. Key Revenue Activities

FY 2020/21 Budget Management

Management continue to closely monitor our progress against the COVID 19 Impact budget which will be detailed in the Treasures report. The focus will be automating and digitalising a number of our membership services activities to reduce the current \$150k in annual postage / courier expenses and improve membership revenue opportunities.

Sponsorship Programme

A series of development meetings are being held with the Purina sponsorship / marketing team to progress the following projects:

- New Puppy owners pack
- Breeders support pack
- Show / Club support tool box
- New venue signage for Ardmore, Porirua and Forrester park
- New show branding assets
- CGC rebranding

The Purina team are a pleasure to work with and members should start to experience the benefits of the new sponsorship relationship as the year unfolds.

Registry Database Scope of Work

With no FCI show scheduled for 2020 we have revamped the Office Scope of Work schedule and we have the following key IT projects in motion:

Online Puppy Registrations: We have had a successful launch of the new online puppy registration system with over 200 dogs now registered by breeders using the system. Each online page of the system has a feedback form which Sue Connor and her team are using to fine tune the programme, resolve any niggles and improve the online service.

Online Dog Transfer Registrations: With the completion of the online puppy registration project our next priority is to automate the dog transfer system so owners / breeders can complete it on line. Our eventual goal is for breeders & owners to be able to complete all litters / puppy / transfer enrolments in one, easy online session.

Online Virtual Show Programme: At the request of the Ardmore venue committee, Sue and her team have designed and launched an online show programme that enables clubs to hold a virtual "match dog show" under Show Regulations 28. This will provide Clubs who may have difficulty in hosting physical shows under the current Alert conditions an opportunity to engage members in show activity.

The E.C noted the Director Secretary Reports.

Report received

YKC

Report provided by Jill Brooker (JB).

CONFORMATION JUNIOR SECTION

As we have cancelled all Dogs NZ National events, I believe it is prudent that we also cancel the finals for both the JDH and JDS competitions. Yes, we could continue and try and cram all heats in, but we now have no National to showcase the finals at, and if we were to move the finals to a club show weekend, I don't believe we would get total buy-in from the finalists to attend.

I would like to propose that we cancel these events for the current year and give all JDH current heat winners and all JDS current final qualifiers automatic entry into the next year's competition final. This does not preclude them from entering heats in the 2020/21 competition, but if they choose not to, they are guaranteed a spot in the final.

This could mean that for the 2020/21 JDH final we could possibly have 16 finalists if no current heat winners were to compete during the year. We have one current winner who unfortunately ages out this year and will not be able to compete next year.

There will be no major impact on the JDS competition.

I would like to recommend that a notice be put on the website, in the Dog World and in the E-news advising the membership of the decision that we make, and also take the opportunity to advise officially that the JDS competition will be changing its name from Junior Dog Showing to Young Dog Showing.

YDS would like to kick their new competition year off from October 1.

The E.C discussed and agreed with JB's recommendation.

Moved: JB, Seconded; KB – approved

CANINE HEALTH AND WELFARE COMMITTEE

Report received from Lisa Slade (Chair) and Becky Murphy (CH&W Officer).

The committee have several pieces of work that are being progressed.

- The Judges breed guidelines for conformation judging in NZ have gone through a robust process and the finishing touches have been applied. This document is now being presented to NZJDA for comment and then back through to all breed and group clubs for comment. This is a joined up approach between CH&W committee and NZJDA

- Becky presented an opportunity for Dogs NZ to administer either in conjunction with or separate to CAV, on the elbow dysplasia scheme. This scheme hasn't ever been digitalised and currently involves large delays and out of date technology. It involves the vet burning a CD of the images and sending it into the scheme then once enough images have been provided, then send them off to another vet for reading and supplying results. The current process involves a lot of time wastage and does not pose as an attractive offer to vet clinics around NZ so isn't a popular option yet the scheme still makes a profit. Most vets send off shore to Australia. Becky is going to investigate the costings and will report back to CH&W as this maybe, with promotional advertising, be able to create a revenue stream to Dogs NZ and further funding as the old technology isn't required. Becky has a zoom meeting scheduled with some of the team at NZVA on Monday.
- The accredited breeder's scheme information gathering exercise closes at the end of May and we have had a good amount of information coming in. Another reminder will go out into Dog ie news.
- Boas chamber and RFG scheme information gathering has gone very well. The committee agreed that both the chamber and the RFG scheme are required and they each provide valuable information and screening but differ in their applications and type of data. It is noted we do need the RFG scheme in place to be able to move forward on the Pug LRL. A Chief Assessor will be required who is an independent and well respected in the Dogs NZ and Veterinary spaces, for the purposes of training other assessors and providing second opinions where results are challenged. Becky has been asked to keep progressing and a Zoom meeting between The Kennel Club and Cambridge University will be organised.

Next meeting June 2020 – zoom

LS updated the E.C noting Becky Murphy is working on Judges / Breeder Guidelines and Nicky is yet to provide the Committee with an update on harsh handling.

BH gave an update on the Netherland Kennel Club and suggested CH&W look onto this issue noting that we will not be registering cross breeds from the Netherlands and we will not recognise this.

Information only – Received

AUCKLAND VENUES

Report provided by Stephen Meredith (SM).

SM spoke to the E.C.

At Alert level 3 we allowed our caretaker/handy man back on sight to complete work that was already started and paid for. This is still going ahead at a weekly reduced rate which also allows him the opportunity for small maintenance and repair jobs that arise

Lawn maintenance has been cut back to one cut a month, if needed.

Christine our chairperson has been in contact with Steve and Sue at the office on a regular basis and they are working on the software to run virtual shows.

The appointment of a new committee is due to be done in June. We have indicated that EC are going to appoint the Chairperson at each of our venues. I believe that we should do this as soon as possible so that the new committees coming in are aware that the chairman's position is an appointed position and not up for election.

We should put out some guidelines with the reporting structure and the powers that this position holds.

The E.C discussed and noted that Committees exist to benefit Dogs NZ and all of its members and there should be a terms of reference for the committees to abide by rather than protocols. BH requested that ST & SM work together and put together terms of reference for the June E.C meeting for approval for all three venues. Expressions of interests are to go out for all committees. Communication to go in the June Dog World.

Moved: SM, Seconded; BH – ratified

3. GENERAL BUSINESS

CGC

AB noted that most Obedience Clubs are postponing CGC classes till the end of June 2020, although also likely to be reviewed mid-June. ST noted the National Office is working on re-branding material with Purina.

Judges for Club Shows

SM spoke about the protection of clubs when judges change. BH requested a "Show" paper for the June meeting. SM & ST to action.

Show Levy's

ST queried how Dogs NZ can help or support those clubs that are really struggling. BH requested TN come back to E.C in June with advice for clubs.

ACOD

LS noted that Zooms premium product has the technology for online votes. LS to send the information to NW.

PRESIDENT SUM UP / EVALUATION OF MEETING / NEXT MEETING AGENDA ITEMS

BH noted our next Zoom meeting is scheduled for 20 June 2020 at 10am. An invitation will be extended to our new E.C member, Catherine McManus.

Moved: SM, Seconded; BH – ratified

BH closed the meeting at 12pm on 16 May 2020.

EXECUTIVE COUNCIL MEETING DATES (2019-2020 term)

The E.C agreed meetings to discuss important items only will occur once a month via Zoom until alert levels are lifted

| | |
|---------|------|
| 20 June | Zoom |
|---------|------|