



# Dexter Cattle Society

New Zealand (Inc.)

## Minutes of the 16<sup>th</sup> Annual General Meeting Dexter Cattle Society New Zealand Inc. Held at Salt Conference Centre, Napier, 6 June, 2015

### Council June 2014 – June 2015

President - Betsy Smith  
Treasurer - Grant Keymer  
Secretary - Robyn Snelgar  
Membership - Maureen Pettersson  
Showing & Judging - Betsy Smith  
Area Groups/Promotions - Garth Woodward  
Dispatch Liaison - Maureen Pettersson  
Webmaster - Grant Keymer & Simon Stokes

### Positions Held off Council

Herd Registrar - Tony Houlbrooke  
Herd Registry Assistant - Mary Howard  
Dispatch Editor - Maureen Pettersson  
  
Complaints Officers - North Island – Maggie Bentley  
- South Island – Di Burgess

### Life Members

Alec Meades - 2004  
Ian MacDonald - (the late) 2006  
Pat (the late) & Patsy Leek— 2008

Nancy Edge - 2004  
Peter Lucking - 2007  
Keith Wratt - 2008

### **PRESENT:**

Betsy Smith, Robyn Snelgar, Grant Keymer, Maureen Pettersson, Simon Stokes, Brenda Batchelar, Dave Howard, Mary Howard, Steve Snelgar, Inger Keymer, Sue Monk, Tony Houlbrooke, Vicki Houlbrouke, Marti Winn, Jo Brightwell, Don & Janice Viles, Margaret Perry, Shirley Spik, Sue Lock, Peter Lock, Jacky Carbin, John Carbin, Don Viles, Janice Viles, Lucy Raisebeck, Simon Raisebeck, Trudy Robertson, John Walst, Jillian Walst, Sue Lock, Peter Lock.

### **APOLOGIES:**

Garth & Jean Woodworth, Peter & Merrial Lucking, Heather Cunningham, Ron & Kerrin Mazey, Anne & John Collumbell, Jackie Thomas, Dayle Flannagan, Wayne Pettersson, Maria Hamilton, Merrelies Reebeck, Lynette Winters, A & M Marfell-Jones, Alan Rothwell, Daniel & Jean Ward, Stu & Delwyn Bailey, Keith & Heather Wratt, Stan Smith, R Moran, Maria Hamilton.

**THAT** the apologies be accepted

Moved by Maureen Pettersson/Janice Viles .....carried unanimously

Note from the secretary – Please accept my apologies for any omissions and/or spelling errors in the member list of those that are in attendance and the apologies. I do ask that names be printed clearly on the attendance, proxy & apology lists.

Thank you

Betsy Smith the President declared the meeting declared open at 9.00am. She welcomed everyone and went over the house keeping for the day. She thanked Maureen Pettersson and Maria Hamilton for organizing the AGM. She also thanked Jo Brightwell for organising and displaying the photo competition.

Jo Brightwell has given a numbered slip of paper to all attendees to vote for the people choice section in the photo competition. She explained the process.

Betsy asked if there were any bereavements to report so this could be acknowledged. There were none that were known of.

### **Confirmation of Agenda**

Betsy asked if there was anything to add to the agenda.

**THAT** the agenda be accepted

Moved by Marti Winn/Sue Monk.....carried unanimously

**MINUTES OF THE 15<sup>th</sup> AGM June 2014:**

**THAT** the minutes of the Annual General Meeting as published and circulated held at the Butterfly Creek , Auckland on June 07, 2014 be accepted.

Moved by Tony Houlbrouke/Brenda Batchelar.....carried unanimously

**CORRESPONDENCE:**

Letter from Auditor Paul Woolaston confirming our 2014/15 financial reports.

**THAT** the correspondence be accepted

Moved by Grant Keymer/Jo Brightwell.....carried unanimously

**MATTERS ARISING FROM THE MINUTES:**

Nil

**REPORTS:**

**PRESIDENTS REPORT:** Betsy Smith

Betsy directed the members to her printed report and gave a few minutes to read it and then ask any questions.

Tony asked about the Genomnz time frame for changing their processes. Grant has been in contact with them so explained that to date there has been no change but we are in the process of making plans to change to University of Queensland as they also do BD1 & BD2 testing which would be more convenient for the society. Betsy has the for UQ forms if anyone is interested. UQ also deals with tail hair samples which helps the members rather than using tissue samples.

Tony has had dealings with University of California and finds them very good to deal with. They have no problem posting tail hairs to US.

Trudy Robertson is also a member of the Hereford Assn and says they use Massey University and asked why we are not using a local provider. It is another option we can look at. She will find out the details.

There is still some more investigating to do on this but we do have time.

.Janice Viles congratulated and thanked Betsy on a very comprehensive report.

**THAT** the President's report as published on the website and in the AGM Booklet be accepted.

Moved by Betsy Smith/Brenda Batchelar.....carried unanimously

**WEBSITE REPORT:** Grant Keymer

Grant Keymer did a Powerpoint presentation on the website. He talked about the website and the constant updates that he does. There is now the ability to add photos to listing requests. Simon Stokes designed a form to use for listing cattle for sale on the website. And then Grant showed how this will look on the website.

He encouraged members to have a look at the website and market place.

Simon has observed that there are some vulnerabilities in our website by hackers.

Our website host WebArts has asked us to take steps to prevent this from happening. Grant & Simon have begun to make enquiries about to go about doing the security upgrade and the cost involved.

Use of the website on mobile phones and Ipad is not user friendly and many of the functions don't work well.

Our current website is ranked as mobile unfriendly by Google so we have been moved down the search result list.

Mobile capability is not working as well as it should so this will be part of the upgrade needed.

Mobile and Tablet is increasingly becoming the first port of call so it is important to keep up with technology.

Jo Brightwell asked how many hits we are getting on the website. Grant said that the amount of time visitors spent on the website and what they are doing is more important these days, because the hits figures are dominated by search engines crawling our site to index the pages, rather than actual visitors. In Grants presentation he went over the costs involved in this upgrade. It is quite involved and there is some work that cannot be quoted on without actually commencing some of the upgrade. Grants presentation broke down the costing – Migration from Old website \$575, Upgrade of main website \$950, Mobile Website \$425, Total \$1950

Maureen Pettersson made the comment that in her opinion our website is the best Dexter site in the world.

John Walst asked about mobile upload and also if the society had thought about charging for market place listings.

Betsy and Grant both said that we didn't feel that we should charge for this service as the biggest cost involved in this is time not money. Trudy said mobile upload is possible. She also asked about an automatic linking function to the pedigree on the market place. Grant said this could be done but he hasn't had any requests for this to date. Simon Stokes said that this link could be done and so this will be looked into.

**THAT** the required expenditure of \$1950 be approved to make the necessary upgrades of the website

Moved by Grant Keymer/Simon Stokes.....carried unanimously

Access to the membership directory was talked about. This is password protected to members only as the privacy of members and protection from spammers is important.

Grant continued to explain a proposed new upgrade to the membership directory. He also talked about Area Reps that still do not have internet or have computer difficulties. He said the upgrade will simplify the processes for Area Reps needing to print out a list of members in their area, and also for members searching for other members and cattle ownership queries. Public access to member details was discussed. It is difficult to keep the privacy of members and also be able to promote studs. Area reps possibly promoting their own studs rather than putting enquiries out to the members in their areas was discussed.

Grant proposed upgrades to the Herd Registry and Member directory. He explained each new screen and the cost involved  
Login Screen - \$575  
Member Listing - \$863  
Final Testing – 287  
Total \$1725

**THAT** the society enhances the Herd Registry to include member detail display with a total cost of \$1725.00  
Moved by Grant Keymer/Mary Howard..... carried unanimously

Betsy thanked Grant for all the time and effort that has gone into researching this project.

**THAT** the Website report as published on the website and in the AGM Booklet be accepted.  
Moved by Grant Keymer/Marti Winn.....carried unanimously

Meeting adjourned for morning tea at 10.20am  
Meeting reconvened at 11.00am

**TREASURERS REPORT:** Grant Keymer

Grant went over the financial report.

Membership – It was noted that less members are leaving or resigning but also there is a drop in new members as well.  
membership - Net income \$16050 13% below budget. We are saving a lot on Dispatch printing costs.

Net cost \$7140 about \$300 less than budget. Thanks to Maureen for drumming up advertising and keeping costs down.

All issues are now in full colour at an extra cost of about \$1000 each year. The members are very happy with the quality of the Dispatch

Promotions & Showing – Total Cost \$3656 – showing costs were down as were area groups.

Herd Registry – Net Income \$6825 down 20%.

Administration - \$6824 budget \$8961.

Income statement - \$3603 surplus.

Total Funds \$43,111.00

Each new member costs about \$3.80 for the membership pack – including a Dispatch, Breeders Handbook, bumper sticker, Dexter pen, Gestation book mark.

Given the drop in membership the finances are in great shape.

John Walst queried the auditor cost. It is a very good arrangement, compared to other societies.

**THAT** the Financial Accounts and Auditors Report for year ending March 31, 2015 as attached and circulated at the meeting be accepted.

Moved by Grant Keymer/Dave Howard.....carried unanimously

Everyone thanked Grant for his work on the finances

**2015/2016 BUDGET**

Grant went over the budget. Rather than going over the entire budget line by line he just highlighted items that are proposed to change.

The costs involved in dna testing and the proposed changes to labs in the future were discussed.

This was discussed because Grant has budgeted \$1500.00 to set up any new dna processes that may be necessary.

There will be 2 new council members so there will be additional council travel expenses – noting that Simon Stokes did not claim any travel expenses as he was able to fit it in with his business commitments.

To finish Grant said that we have a very healthy bank balance.

He informed the members that council would like to discuss the possibility of the society making a subsidy of \$50 per person to cover costs to attend the AGM next year as a way to encourage attendance to the AGM and to give something back to the members.

John Walst commented that \$50 wouldn't make much difference and thought that making the actual meeting more memorable would be a better idea.

Sue Monk thought it would be better to spend more on a National Open day.

Maureen talked about how the last National Open Day went as a whole.

Sue also said maybe offer 1 free membership to anyone that gets a new member.

Peter Lock suggested a celebrity speaker may attract more members. Grant said these people do not come cheap.

Trudy suggested seeing more studs on the Sunday trip. A Dexter stock showing on the meeting of the AGM was suggested.

Jo suggested to continue to charge for attending the AGM dinner to make sure people do front up but to provide a very good speaker instead.

Tony said that the thought of a 'meeting' is off putting. Robyn suggested changing the name of the weekend to 'Annual Conference & AGM'.

Trudy suggested asking for feedback on our FB page and e-newsletter to see what members want.

Sue Lock suggested also putting something in the Dispatch.

Robyn suggested a Gala dinner to make it a bit more up-market.

Mary noted the general attendance is decreasing.

Janice commented that people are very busy and the meetings are often 2<sup>nd</sup> in line.

Follow up to members that do not renew memberships was queried. Maureen answered this.

It was suggested that a livestock auction, judging on the AGM weekend.

Council will discuss options to improve the AGM weekend at a later date.

**THAT** the budget for 2015/2016 be adopted

Moved by Grant Keymer/Shirley Spik.....carried unanimously

**THAT** the Treasurers report as published on the website and in the AGM Booklet be accepted.

Moved by Grant Keymer/Jo Brightwell .....carried unanimously

**MEMBERSHIP REPORT:** Maureen Petersson

Maureen talked about the trend in all breed societies of decreasing memberships. We are in a good position with this in mind.

Total Current/Life - 315

Total Resigned - 312

Total Lapsed – 471

Deceased Merged - 6

Total Membership to date –1104

Betsy suggested including resigned members from the previous year in future reports. Maureen asked Grant to look it up on the website and found that 36 members had resigned in the last year. Most do not notify Maureen that they are resigning they just let their membership lapse.

**THAT** the Membership report as published on the website and in the AGM Booklet be accepted..

Moved by Maureen Pettersson/Janice Viles.....carried unanimously

**SHOWING AND JUDGING REPORT:** Betsy Smith

Betsy asked members to spend a few minutes and go over her published report.

**Snowline Trophy and Turoa Youth Trophy.**

The SNOWLINE TROPHY was won by Awaroa Stud, Sue & Peter Lock, with 15 points.

Betsy went over the origin, history and criteria for the Snowline Trophy.

The TUROA YOUTH TROPHY was won by Michelle Clark who shows Dexters for Rosalie & Arjan Pederson with 150 points.

Betsy talked about the trophy, the criteria and its origin.

Betsy showed the banner displayed to the members so they could see that these are available for individuals and may purchased by the Area Rep to be used at A&P Shows or Open Days. These are paid for by the society and may be on permanent loan to any member and returned at such time as it is no longer required or the member resigns. The cost is to come out of Area group funding. Members may also purchase banners with their own stud names printed on them through the area rep. This is to be at the member's expense.

**THAT** the Showing & Judging report as published on the website and in the AGM Booklet be accepted..  
Moved by Betsy Smith/Simon Stokes.....carried unanimously

**PROMOTIONS & AREA GROUPS REPORTS:** Betsy Smith

Betsy spoke on Garth's behalf. He was unable to attend the meeting due to health issues.

The members read over the reports.

Dave Howard thanked Garth for his work as Area Co-Ordinator.

**THAT** the promotions report as published on the website and in the AGM Booklet be accepted.

Moved by Betsy Smith/Brenda Batchelar.....carried unanimously

**THAT** the Area Groups report as published on the website and in the AGM Booklet be accepted.

Moved by Betsy Smith/Marti Winn.....carried unanimously

Betsy will present Garth with a token of appreciation from the society.

Meeting adjourned for lunch at 12.30pm

Meeting reconvened at 1.25pm

After a technical glitch in Grant's earlier presentation he was able to rectify it so gave a further presentation of the new market place functionality on a mobile phone.

**HERD REGISTRY REPORT:** Tony Houlbrouke

Tony Houlbrooke thanked Mary for the work she does as his assistant. She checks all the paper work is correct, collects all data for dna testing, registrations and transfers & processes payments.

Tony thanked his wife Vicki for the help he has from her with the paper files.

Tony reported back on the Herd Registry survey done last year to update individual members herd numbers.

After the initial survey went out Grant Keymer, Mary Howard, Brenda Batchelar and Jo Robb had the job of contacting individual members to get their herd updates.

Based on the results the Dexter Breed is classed as a minority breed. Inger Keymer suggested sending the numbers to Ava Hunt of the Rare Breeds for the official record.

Tony talked about the ongoing change to the Herd Registry with ongoing births and deaths. Many deaths and culls not being notified. The total National Herd is between 1404 – 1735. There were some members that would not co-operate with the survey so the number will never be 100% accurate. The average herd size is about 5.

**THAT** the Herd Registry report as published on the website and in the AGM Booklet be accepted.

Moved by Tony Houlbrooke/ Jacky Carbin.....carried unanimously

**DISPATCH REPORT:** Maureen Petterson

Maureen made a correction to her report. She has been Editor since 2013, not 2014.

She talked about where she gets the information and stories from for the Dispatch. Maureen sends all overseas contributors a couple of copies of our Dispatch as a thank you.

Inger Keymer had feedback from a Murray Grey breeder who said our Dispatch is very good.

Betsy thanked Maureen for her work on the Dispatch

**THAT** the Dispatch report as published on the website and in the AGM Booklet be accepted.

Moved by Maureen Petterson/Marti Winn .....carried unanimously

**NEW COUNCIL:**

Garth Woodward has resigned from council. Maggie Bentley has also resigned as NI Complaints Officer.

Betsy thanked them both for their contribution. Robyn will send a small token of appreciation to Maggie.

The new council was announced. An election was not required.

<b>President</b>	Betsy Smith	(unopposed)		
<b>Council</b>	Robyn Snelgar	(sitting)	Maureen Petterson	(sitting)
	Grant Keymer	(sitting)	Sue Monk	(unopposed)
	Alison Rowe	(unopposed)		

**THAT** the President nomination is accepted

Moved by Robyn Snelgar/Maureen Pettersson.....carried unanimously

**THAT** the council nominations be accepted

Moved by Marti Winn/Brenda Batchelar.....carried unanimously

**Elected Positions held Off Council:**

**Complaints Officers** – Grant Conway – (new) – North Island Di Burgess - unopposed - South Island

**THAT** the Complaints Officers be accepted

Robyn Snelgar/Maureen Pettersson.....carried unanimously

**Other Positions held Off Council (non elected):**

**Herd Registrar** - Tony Houlbrooke

**Assistant Herd Registrar** - Mary Howard

**Dispatch Editor** - Maureen Pettersson

**Research** - Brenda Batchelar

**REMITs**

**Remit 1 – Membership Fees** - Proposed by council

**THAT** membership fees remain the same for the next year.

Rationale - There is no need to make any change.

For 28.....carried unanimously

**Remit 2 – Registration fees** - Proposed by council

**THAT** registration fees remain the same for the next year.

Rationale - There is no need to make any change

For 28.....carried unanimously

**Remit 3 – Transfer Fees** - Proposed by council

**THAT** transfer fees remain the same for the next year.

Rationale - There is no need to make any change

For 28.....carried unanimously

**Remit 4 – Signing and Seconding of Remits** - Proposed by council

**THAT** all remits must be signed by the submitter and the seconder.

Rationale: To ensure compliance with Regulation 6.1 (i) iii - Each remit will require to be submitted and seconded by financial voting members. Separate signed copies of the said remit will be accepted.

Jo Brightwell asked what was different. Proposed remits have been sent without 2 signatures.

For 28.....carried unanimously

**Remit 5 – Complaints Process Update-** Proposed by council

**THAT** Regulation 3 MISCONDUCT OF MEMBERS– Complaints Procedures be replaced as follows

Complaints Procedure –

MISCONDUCT OF MEMBERS– Complaints Procedures

A complaint may be made against any Member who does not abide by the requirements of the Constitution, Regulations, or Code of Ethics of the Society, or whose actions are considered prejudicial to the Society's Objects.

- (a) Any person or organisation may make a complaint to Council that the conduct of a member of the Society is or has been injurious to the Society. Every such complaint must be in writing and will only be accepted as an official complaint if delivered to the Secretary on the official complaints form within 30 days of the alleged incident.
- (b) If a complaint is made against the current Secretary the complaint will be lodged with the President in the same manner.
- (c) If a complaint is made against any council member, their spouse/partner or immediate family of that member will be excluded from any deliberation pertaining to this matter.
- (d) The Secretary or President (as applicable) will advise Council of any such complaint within 7 days.
- (e) The subject of the complaint will be notified by the Secretary or President (as applicable) and invited to submit a response in writing within 10 working days.
- (f) There will be no correspondence between the parties once a complaint has been notified.
- (g) Neither party will communicate with the wider membership regarding the complaint once it has been notified.
- (h) If Council is able to assist in a resolution, all practicable steps will be taken to do so.
- (i) If the dispute is not resolved as in (h), Council will refer the matter to the Complaints Officers to investigate. The Complaints Officers will report their recommendations to the Secretary or President (as applicable) within 30 days.

- (j) Council will consider the Complaints Officer's report and will make a decision. Both parties will be notified in writing of council's decision by the Secretary or President (as applicable). This notification will be made within 10 working days. The decision will be binding on both parties and may include suspension or cancellation of the offending party's membership. The sanction for a council member may include removal from office.
- (k) No counter complaint will be accepted until a resolution to the original complaint has been reached.
- (l) If a complaint becomes a Dispute it will be dealt with in accordance with the Constitution.

**DSNZ Complaint Lodgement Form**

Send completed form to the Secretary within 30 days of the alleged incident.

If the complaint is against the Secretary, send to the President

**Who is making this complaint?**

Name
Mailing Address
Phone Home Mobile
Email Address
Signature of complainant
Date

Is your complaint about

- A member's conduct or action – go to Section A
- A decision of Council or an appointed officer?– go to Section B

**SECTION A – Who is this complaint against?**

Name	
Address	
Where did this occur?	
Were there any witnesses?	YES / NO
Contact details of witnesses – name, address, phone number (if more than 3, attach details on a separate sheet)	1  2  3
What happened? (maximum 150 words)	

What is your complaint? (maximum 25 words)	
How has this affected you? (maximum 25 words)	
What action do you believe will remedy this situation? (maximum 25 words)	

**SECTION B – Which decision are you complaining about?**

Are you complaining about (please circle one)	A Council decision? An Officer’s decision?  Officer’s Name  Officer’s Position
What date was the decision made?	
What is the issue? (Maximum 50 words)	
Why do you believe this decision is wrong or unfair? (Maximum 50 words)	
How has this decision disadvantaged you? (Maximum 50 words)	

What action do you believe will remedy this situation? (Maximum 50 words)	

For 28.....carried unanimously

**GENERAL BUSINESS:**

AGM/Conference

Jillian Walst suggested cutting down the business side of things to a minimum.

Holding workshops in the afternoon was suggested.

Maureen talked about AGM's and how workshops and speakers have gone in the past.

Marti talked also about how meetings go when there are sensitive topics and that discussion cannot be cut short. It was also noted that the AGM business is the reason we are here. Anything further is a bonus but must be interesting.

The discussion continued with various suggestions to entice members to attend the AGM. This will be discussed further at council f2f meetings.

A survey (much the same as the Herd Registry survey) for members to ask what would make them attend the AGM was suggested.

Revival of topics already done in the past may be a good idea for newer members.

Janice Viles suggested the Area Reps at the AGM get together after the meeting to exchange ideas.

There was a query about society sponsorship at A&P shows.

**2016 AGM**

Council has discussed the venue for next year and put their suggestion to the members

The suggested venue for 17<sup>th</sup> Annual Conference on 11 June, 2016 will be held at Nelson.

**Note -**

**SPECIAL SERVICES TO DEXTERS AWARD**

This was awarded to Shirley Spick at the AGM dinner.

Meeting closed 3.00pm.

President

Betsy Smith.....

Date .....

Secretary

Robyn Snelgar.....

Date .....

Date .....