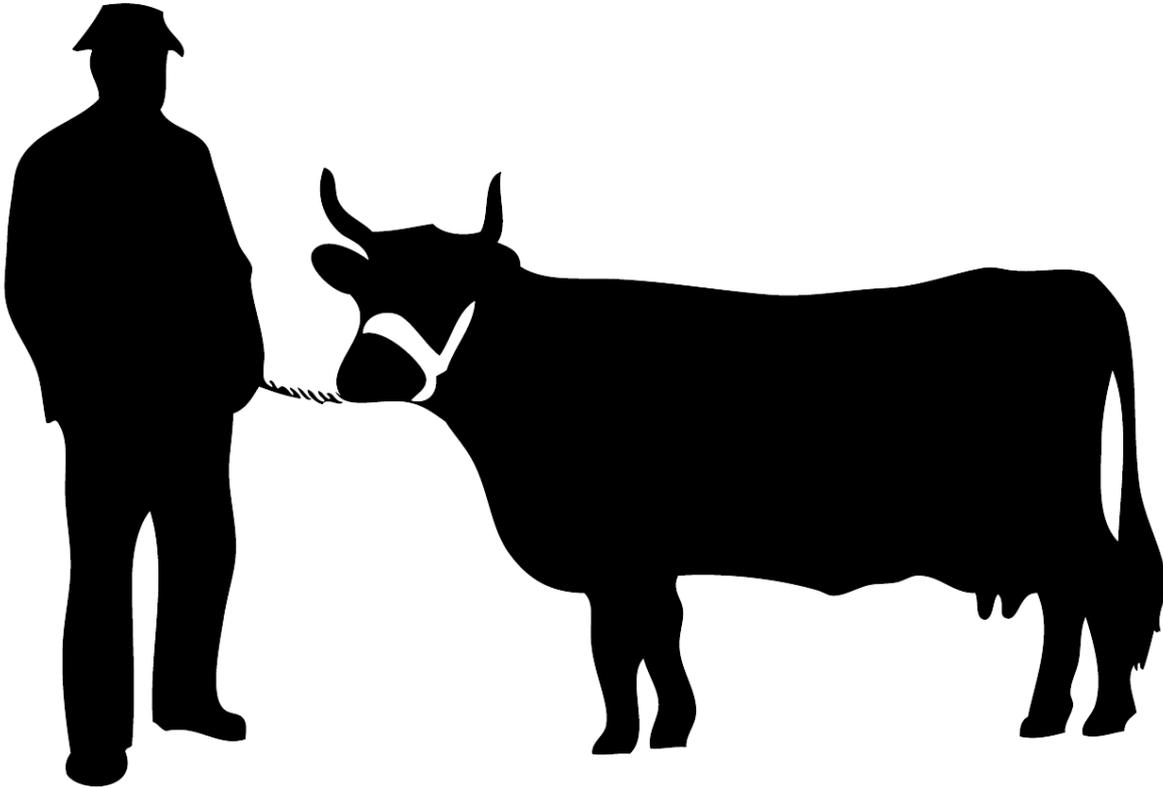


# **Dexter Cattle Society**

**New Zealand (Inc)**



**2015**

## **Annual General Meeting**

**6 June 2015**

**Wild Olive Conference & Function Centre**

**10 West Quay, Ahuriri**

**Napier**

# 2015 AGM Programme



## FRIDAY, 5 JUNE

Travel to Napier

**Wild Olive Restaurant, 10 West Quay, Ahuriri, Napier** (3km from airport)

6:30pm Informal, casual get together over dinner (at own cost)

## SATURDAY, 6 JUNE

**Bluewater Hotel, 10 West Quay, Ahuriri, Napier**

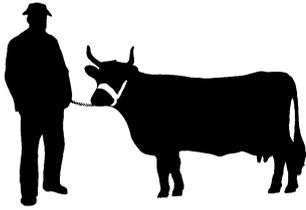
8:30am	Registrations
9:00am (sharp)	AGM Commences
10:00am	Morning Tea (complimentary)
10:20am	AGM Continues
12:30pm	Lunch (complimentary)
1:15pm	AGM Continues
2:30pm (ish)	AGM Concludes followed by Afternoon Tea
6:00pm	Meet in Bar for pre-dinner drinks
6:30pm	AGM Dinner (\$40 per person)

## SUNDAY, 7 JUNE

9:00am The bus will collect everybody from Bluewater Hotel before the trip commences. A complimentary lunch will be provided. After lunch we will be visiting Mission Estate Winery which charges \$5 per head for those who want to taste the wines. Others will have time to look around the grounds and enjoy the restored seminary building which is at the heart of NZ's oldest winery.  
(Returning no later than 3pm).

# Annual General Meeting Agenda

1. Open Meeting
2. Apologies
3. Moment of Silence in Remembrance
4. Confirmation of Agenda
5. Minutes of the 2014 AGM – taken as read.....2-9
6. Matters arising from minutes
7. Correspondence
8. Reports
  - President.....10
  - Website.....12
  - Treasurer.....13-15
  - Audited Accounts to 31/3/15.....16-24
  - Budgets to 31/3/16.....25-29
  - Membership.....30
  - Showing and Judging.....31
  - Promotions.....32
  - Area Groups.....32
  - Herd Registrar.....33-34
  - Dispatch.....36
9. Elections.....37
10. Remits.....38-39
11. Complaint Lodgement Form.....40-42
12. General Business
13. 2016 AGM — Suggested venue: Nelson
14. Close Meeting



# Dexter Cattle Society

New Zealand (Inc.)

## Minutes of the 15th Annual General Meeting Dexter Cattle Society New Zealand Inc. Held at Butterfly Creek, Auckland, 7 June, 2014

### Council June 2013 – June 2014

President – Steve Ring (1<sup>st</sup> ½ of year only)

Vice President – Betsy Smith

Treasurer – Grant Keymer

Secretary – Robyn Snelgar

Membership – Maureen Pettersson

Showing & Judging – Betsy Smith

Area Groups/Promotions – Garth Woodward

Dispatch Liaison - Richard Stevens (1<sup>st</sup> 3 months)

- Maureen Pettersson (Last 9 months)

Webmaster – Grant Keymer

### Positions Held off Council

Herd Registrar – Carol Ring (1<sup>st</sup> half of year)/

Tony Houlbrooke (2<sup>nd</sup> half of year)

Herd Registry Assistant - Mary Howard 2<sup>nd</sup> half of year)

Dispatch Editor - Angela Stevens (1<sup>st</sup> 3 months)/

- Maureen Pettersson (Last 9 months)

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:**

Nancy Edge, Betsy Smith, Robyn Snelgar, Grant Keymer, Maureen Pettersson, Garth Woodward, Tony Houlbrooke, Steve Snelgar, Inger Keymer, Wayne Pettersson, Stan Smith, Vicki Houlbrooke, Margaret Perry, Shirley Spik, Lynette Winters, Jo Robb, Mary Howard, Dave Howard, John & Anne Collumbell, Brenda Batchelar, Jo Brightwell, John Walst, Jillian Walst, Rosalie Bakker, Sue Lock, Peter Lock, Sue Howard, Bob Howard, Dayle Flannagan, Tony Cutten, Rosemary Kent, Marti Winn, Sue Jones

### **APOLOGIES:**

Peter & Merrial Lucking, Don & Janice Viles, Tony & Julie Duff, Marion Banskrope, Alec & Anne Meades, Jean Woodward, Keith & Heather Wratt, Heather Cunningham, A & M Marfell Jones, A & N Rothwell, A Lunn, D Raj, L Lawler & L Corner, G Conway, T & S Dixon, H & F Logan, G & V McBride, P Brockie & D Thorner, P Bensen, P Callow & R Knight, R Moran, R Cardno,

**THAT** the apologies be accepted

Moved by Tony Cutton/ Brenda Batchelar .....carried

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

Robyn Snelgar (secretary) declared the meeting opened at 9.15am in the absence of a current President.

She welcomed everyone and went over the housekeeping and arrangements for dinner and the bus trip tomorrow.

Council had previously asked Nancy Edge to chair the AGM but in fairness to the members attending council thought it best to also put this to the vote of those in attendance. Robyn introduced Nancy to the members, especially the newer members that would not have known her history with the society.

**THAT** Nancy Edge be appointed as chair of the 2014 AGM.

Robyn Snelgar/Garth Woodward.....Passed unanimously

Nancy Edge introduced herself to the members

There was a minutes silence for members that have passed away during the previous 12 months

Dawn Millar – passed away November 2013

Ross Gilliver partner of Jan Graham – partner passed away May 2013

**Confirmation of Agenda**

Items to be added to the agenda and discussed under General Business as follows:

South Island Representation on council

**THAT** the agenda be accepted

Garth Woodward/ Betsy Smith.....carried

**MINUTES OF THE 14<sup>th</sup> AGM June 2013:**

**THAT** the minutes of the Annual General Meeting as published and circulated held at the Lincoln University, Lincoln, Christchurch on June 08, 2013 be accepted.

Moved by Garth Woodward/Mary Howard.....carried

**CORRESPONDENCE:**

**Letter from Auditor Paul Woolaston confirming our 2013/14 financial reports.**

**THAT** the correspondence be accepted

Grant Keymer/Brenda Batchelar

**MATTERS ARISING FROM THE MINUTES:**

Nil

**REPORTS:**

**VICE PRESIDENTS REPORT:**

Betsy Smith asked the members if there were any queries about her report published in the AGM Booklet

Nancy added that Betsy has done a great job stepping into her role as Vice President.

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

Moved by Betsy Smith/Inger Keymer .....carried unanimously

**TREASURERS REPORT:**

Grant did a power point presentation showing a comparison of our fees compared with DCA cost for membership and registrations. Noted was the huge income but that they outsource most society functions so it puts our society in good light. The comparison of our membership and cattle registrations and also the population of Australia was noted.

Return of green registration forms was discussed for animals that are deceased.

The income from membership is up and stud registrations are up about \$700.00 on budget. Membership numbers for the coming year are looking like they may show a small increase.

Dispatch costs were up on the last year as we paid for 5 issues rather than 4. The actual printing cost has decreased.

Income from Herd Registry is up around \$1000.00.

Area groups only spent \$411.00 out of \$2900.00 available.

Grant informed members that area groups can use their funding for ribbons and other sponsorship if they wish.

The sale of old merchandise was sold at a loss of \$1000.00 to clear out as it had been in stock for many years.

Total interest on accounts was \$1071.00.

Council travel expenses were down due a decrease in councilors.

AGM booklets were printed free of charge by Robyn Snelgar

The total assets are \$39,508.00 about \$5000.00 more than last year.

**THAT** the Financial Accounts and Auditors Report for year ending March 31, 2014 as attached and circulated at the meeting be accepted.

Grant Keymer/Rosalie Bakker.....carried unanimously.

**2014/2015 BUDGET**

Grant went over each area of the budget with the members.

The National Open Day and continued viability was discussed. Grant suggested that each area group run an open day as it suits their region and members.

Grant encouraged members to run field days and open days and reminded the members that funding is available.

Inger Keymer talked about stalls at A&P shows and that society has brochures available.

The society has purchased pens with our logo printed on them. Every member was given one at the AGM and the members were informed that members can request some for promotion at field days and A&P shows.

Pens can be requested through their area rep to have them posted out.

Jo Brightwell asked about the society banners and using them at A&P Shows. All area groups have a banner for members use. Betsy has the promotional boards (that were made by Jo Robb a few years ago) available. Inger talked about core flute signs. Postage of these can be funded by area group funding. The audit report wording was queried. Nancy gave an explanation as to the wording of the auditor's opinion. It removes responsibility of transactions from the auditor. Grant expects a small surplus of \$3000.00 - \$5000.00 next year but has budgeted for a \$1276 deficit as being the worst case outcome.

Tony Cutten congratulated Grant on a clear set of accounts.

Tony talked about investing about half of the funds in corporate bonds rather than a term deposit.

Grant talked about difficulties with the bank in making changes.

Maureen Pettersson suggested putting part into another term deposit with a better interest rate.

Nancy said that there will still be problems with dual signatures.

Sue Howard talked about the risks with higher return investments and because of this she is happy to keep term deposits with the bank.

**THAT** the budget for 2014/2015 be adopted

Grant Keymer/Garth Woodward..... carried unanimously.

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

Grant Keymer/Dale Flannagan.....carried unanimously

Nancy added that she believes the council has done a great job with the society finances and asked the members to put their hands together.

#### **MEMBERSHIP REPORT:**

Maureen Pettersson presented her annual report to the members.

Membership is slightly down this year but is as expected.

Maureen talked about the reasons for declining membership. One of the main reason being selling lifestyle blocks and moving back to town.

Total Current/Life – 347

Total Resigned - 276

Total Lapsed- 394

Deceased Merged - 6

Total Membership to date – 1073

Jo Brightwell asked if resigned members give reasons. Maureen response was that most have moved on and that many are older/retired members so we only have them for a limited time as the land becomes too much or they go back to the suburbs. Tony Cutten asked if we have any commercial members. Maureen does not have these records but did say there are a couple of members with commercial ventures.

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

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

Just before the morning tea break Betsy Smith presented Nancy with a bouquet of flowers as a token of appreciation for her assistance & support of council over the last 6 months.

Nancy thanked the members and also said it has been her pleasure.

Meeting adjourned for 30 minutes for morning tea at 10.30am.

Meeting reconvened 11.00am

Nancy reminded the members to get their raffle tickets for the quilt and informed the members hat Tony Cutten will be doing a presentation at the conclusion of the meeting.

#### **HERD REGISTRY REPORT: Tony Houlbrooke**

Tony was introduced to the members as our new Herd Registrar.

He talked about sending out a copy of the Dispatch to non-members that buy Dexters in the hope they join the society.

Tony talked about the time it takes for postage from Whakatane.

Jo Robb asked about the total number of Dexters at present. Tony said it is very hard to know as there are probably many that have been culled that have not notified the Herd Registrar.

Rosalie Bakker suggested an annual return of herd number for members. Grant responded that this would be a huge job to process this.

Tony Cutten was in agreement with a yearly audit of active cattle. He also suggested that a workshop to process these maybe in conjunction with a council meeting.

Nancy talked about the structure of data bases and extracting the required information.

Grant said a search of individual members herds can be done on the society website data base.

Steve Snelgar suggested that something go in the Dispatch to encourage members to update their herd records.

Nancy Edge suggested that this be done in blocks over a maybe 3 year period.

Garth Woodward suggested that this be passed over to council to discuss how to proceed with this.

Nancy suggested that we look at the current data base and see what reports can be extracted.

Tony Cutten said he was not aware of the options available within the herd registry online and suggested that we hold a workshop for members. Grant pointed out that he did a presentation at the AGM last year in Lincoln to show members how the new online herd book worked.

Jo Brightwell enquired about animals that are sent to the sale and how this is recorded.

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

Tony Houlbrooke/Maureen Pettersson

Maureen thanked Tony Houlbrook & Mary Howard for doing an outstanding job over the last 6 months.

#### **SHOWING AND JUDGING REPORT:**

Betsy informed the members of the NIBS & SIBS venues for the coming show season

NIBS – Fielding – to be confirmed

SIBS – Oxford

The Royal Show was to be held in Manawatu but this has since been cancelled by RAS.

Hastings has requested to host a Royal Event.

Displays at show will be discussed further by council.

#### **Snowline Trophy and Turoa Youth Trophy.**

The SNOWLINE TROPHY was won by GPC Stud, Gareth & Penny Copsey. They were not at the AGM. Betsy will make sure they get the trophy.

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

The Turoa Youth Trophy was won by Simone Sidwell with 171 points. There were 2 entries this year, the second being Arjan Pederson with 160 points.

Rosalie Bakker accepted the trophy on Simone's behalf. Simone has been showing Dexters with Rosalie and Arjen.

Their team has been showing their Dexters around Northland. They do not have Dexter rings in Northland so have to compete with the All Breeds.

Rosalie talked about their success in the rings with their herd.

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

**THAT** the Showing & Judging report as published on the website and in the AGM Booklet be accepted..

Moved by Betsy Smith/Dale Flannagan.....carried unanimously

#### **PROMOTIONS & AREA GROUPS REPORTS: Garth Woodward**

Garth had very little to report on but his opinion is that members seem to be happier with regional events rather than national.

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

Woodward/Brenda Batchelar.....carried unanimously

Garth reminded members that the new \$400.00 allocation for each area each year. This is now a combination of the past \$200.00 allocation plus \$200.00 allocated for the National Open Day. This way if an area wants to hold an area Open day similar to the national Open day they funds are available to them.

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

Moved by Garth Woodward/Jo Robb.....carried unanimously

#### **DISPATCH REPORT:**

Maureen talked about her experience in the last 2 publications of the Dispatch.

She asked members to write stories and send them in.

Rosalie Bakker said she has done a great job.

Nancy talked about how professional the Dispatch is. That it makes her want to read it more.

It is the main communication to members and a great promotional tool

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

Moved by Maureen Pettersson/Garth Woodward..... carried unanimously

**NEW COUNCIL:**

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

<b>President</b>	Betsy Smith	(unopposed)		
<b>Council</b>	Robyn Snelgar	(unopposed)	Maureen Pettersson	(unopposed)
	Grant Keymer	(unopposed)	Garth Woodward	(unopposed)

**THAT** the council nominations be accepted  
Brenda Batchelar/Marti Winn.....carried

**Positions held Off Council:**

**Complaints Officers** - Maggie Bentley - unopposed – North Island      Di Burgess - unopposed - South Island

**THAT** the Complaints Officers be accepted  
Garth Woodward/Grant Keymer

**Herd Registrar**- Tony Houlbrooke      **Assistant Herd Registrar** - Mary Howard

**Dispatch Editor** - Maureen Pettersson      **Research** - Brenda Batchelar

**THAT** the new council and complaints officers and positions held off council as named above, be accepted  
Moved by Nancy Edge/Maureen Pettersson .....carried unanimously

**REMITs**

**Remit 1**

**THAT** membership fees remain the same for the next year.  
Rationale - There is no need to make any change.

Proposed by council/Rosalie Bakker.....carried unanimously

**Remit 2**

**THAT** registration fees remain the same for the next year.  
Rationale - There is no need to make any change

Proposed by council/Jo Robb..... carried unanimously

**Remit 3**

**THAT** transfer fees remain the same for the next year.  
Rationale - There is no need to make any change

Proposed by council/Dale Flannagan ..... carried unanimously

**Remit 4**

**THAT** All correspondence to be tabled at any AGM must be received by the DCSNZ Secretary no later than 15 May and must be headed – Letter to be tabled at the forthcoming AGM.  
Rationale –To provide clear instruction to the secretary of the purpose of such communication and allow the relevant parties time to prepare a response for the members at the AGM.

Proposed by Council/Dale Flannagan

After discussion an amendment was proposed as follows –

**THAT** the remit be amended to read “All correspondence to be tabled at any AGM must be received by the DCSNZ Secretary no later than 30 days prior to the AGM and must be headed – Letter to be tabled at the forthcoming AGM”.

For - passed unanimously. .Against – 0

Remit 4 was then voted on

**THAT** All correspondence to be tabled at any AGM must be received by the DCSNZ Secretary no later than 30 days prior to the AGM and must be headed – Letter to be tabled at the forthcoming AGM”.

For - passed unanimously. .Against – 0

**Remit 5**

**THAT** the regulations be changed to read, that members standing for Council must be nominated by a DCSNZ member outside of council and familial relationships.

Rationale - This will afford the opportunity for more member participation.

Proposed by Marion Corbett/Seconded by - Marion Mangnall

The proposer and seconder were not present.

Wayne Pettersson talked about his past 50 years experience in complaints and regulations.

Wayne felt this was a knee jerk reaction to council and gives no consideration to council or their families.

In the last 8 years there has only been one election.

Wayne said that this remit takes away his constitutional rights as a member as his wife is on council.

Betsy drew attention to councils right of reply published in the May Dispatch and made the point that some of Wayne comments are also recorded there.

Jo Brightwell found this remit confusing as she thought that as a member, she and any other member has the right to vote for whoever they wish.

Tony Cutten said that any member can make a nominations and an election should take care of any undesirable nominations. There was comment that it was thought to be trying to get more people involved.

Nancy explained that after the events of last year all of the current council stood down for re-election so that the members could nominate a new council if they wanted to. Not a single new nomination was received.

Remit 5 was voted on-

For 1. Against – 42.....lost

Nancy Edge did a Power Point presentation on complaints and dispute resolution procedure in order to enable the members to make an informed decision on the next 2 remits. She talked about how our current complaints procedure works and the restructure of the complaints requirements under the new incorporated societies Act which is currently under review.

Nancy then said that there are things happening at a parliamentary level so it may not be the right time to make changes. It may be best to wait until the changes come into law.

Betsy reminded the members that council indicated at the last AGM there would be a review of the complaint process.

Nancy suggested that the members think about this and discuss over lunch

Meeting adjourned for lunch at 12.25pm

Meeting Reconvened at 1.25pm

### **Remit 6**

**THAT** Regulation 3, Misconduct of members – complaints procedure be added to say:

(j) Members may take their complaints directly to the complaints officers.

Rationale - There must be no perceived interference from individuals or groups of people.

Proposed by Marion Corbett/Seconded by - Marion Mangnall

The proposer and seconder were not present.

Wayne Pettersson gave his opinion on this remit. He felt it was an anti council remit and that it takes away the proper administration of the society.

Rosalie Bakker said she has been involved in committees. She felt it may be a less intimidating point of contact.

Maureen Pettersson said that council needs be informed and should know what is going on especially if asked about it.

Inger Keymer suggested that area reps be used a sounding board.

Robyn Snelgar spoke as secretary and said that a complainant may also not feel comfortable going directly to the complaints officers. It depends on the relationship between individuals.

There was discussion on the current process and how complaints are handled.

Remit 6 was voted on-

For - 1.....Against 42 .....lost

### **Remit 7.**

**THAT** Complaints Officers are encouraged to investigate, ask questions of other members- anyone who may shed light on the issue.

Rationale - The Complaints Officers should be free to act independently within the DCSNZ with no interference from any committee or sub committee.

Proposed by Marion Corbett/Seconded by - Marion Mangnall

The proposer and seconder were not present.

Robyn Snelgar answered with, this is the way things are, always have been and will be. This remit does not change any current process.

Betsy Smith spoke on behalf of Keith Wratt who felt this remit is unnecessary as this is the current process.

Wayne Pettersson said that he believed this is another anti council remit. The wording 'are to be encouraged' are not appropriate in regulations. The words 'shall' or 'must' are the words that are used the make definite regulations.

He also said that people often agree with remits as they think they have been thought through properly by the proposer but this is not always the case.

Remit 7 was voted on-

For 1.....Against 42 .....lost

**GENERAL BUSINESS:**

Rosalie Bakker asked if any members with 18 – 30 month old steers were interested in entering the **Beef Expo**

Mary Howard said that it may be a suggestion to put in another class for smaller breeds at the Steak of Origin.

Inger Keymer suggested that several small breeds get together to try to get this set up.

It was suggested that council approach other small breed societies to see if they would be interested in supporting this.

Nancy opened up to the meeting to the query of South Island members on council.

Betsy Smith spoke on behalf of Keith Wratt who suggested council co-opt a member from the South Island even if as an observer initially.

Nancy suggested that it should be communicated to the membership that council is seeking someone to join council.

Nancy stated that there is a perception that council has a party when at meetings. She has stated that every meeting she has attended has been very full on and council deserves to have their flights and dinner paid for by the society and that if a professional was paid to manage the society this would cost the society a fortune.

Nancy recognized Robyn & Steve for opening their home for council meetings and that council give up their family time and weekends for meetings.

**THAT** the council will take active steps to seek representation on council from the South Island

Garth Woodward/Inger Keymer.....carried unanimously

Wayne Pettersson talked about the requirements of most of the members of the society. That most want to breed a few Dexters, read their Dispatch and get together with like-minded people. They are not interested in the political side of the society. He said don't forget these members as it is the bulk of membership. Area groups and meetings is a very important side of the society.

Nancy talked about the importance of the satisfactory running of the society. She said that since she has become involved in the running of the society over recent months that council have done the best they could have and have handled all situations very well.

Jo Bright well also talked about the pressures of being in a voluntary position. She talked about how you start as a member of a society and how ones membership can evolve into becoming a council member. She acknowledged the work load and the evolution of memberships. She also reminded everyone not to forget the members that are not directly involved in the administration of the society.

There was a suggestion that council use Skype for meetings. Nancy went over the itinerary for council meetings and the hours put in, it would not be practical.

Garth Woodward talked about the first council meeting he attended and said how intense and full on council meetings are. He also said it is a very rewarding experience.

Garth Woodward said he would like this meeting to formally acknowledge the work that Nancy has put in to help the society over the last 6 months. To have an experienced and willing person to jump up the mark is priceless.

Nancy was quite taken back and said it has given her pleasure to help out.

There was a quick break for a photo on the deck of all attendees for the Dispatch.

Grant Keymer did a Power Point presentation on the website and demonstrated to the members how to use various pages of the website and showed some of the documents and information that is available on the website.

He also demonstrated the Online Herd Registry and how to use the functions available online.

Nancy acknowledge the hours of work that Grant has put into the website.

Marti Winn read a letter out on behalf of Marion Mangnall.

Marion wanted to know why advance Herd Book numbers can no longer able to be issued.

Robyn Snelgar explained how advance Herd Book numbers came about and why and that since changing labs this has become irrelevant for searching their data base. That the new lab has their own computer generated system so the HB# is cosmetic on the dna certificate.

Tony Houlbrook also said it is now not necessary to request an advanced HB# as Genomnz is happy to reprint certificates with the HB# on them after registration is complete.

Robyn also said that she and Marion Mangnall were the only members to request this, that she is happy to write HB# on after registration so it is now a process that has become redundant except for 1 member.

Nancy congratulated Betsy on becoming the new President and presented her with the President badge. Betsy responded, thanking everyone and stated that she will do her best for the society and the breed.

Maureen Pettersson suggested that a remit be put forward next year - that at future AGM's the Vice President is voted for by the members.the Vice President position be voted on at the next AGM.

**2015 AGM**

16<sup>th</sup> AGM on 6 June, 2015 will be held at Napier.

**Note -**

**SPECIAL SERVICES TO DEXTERS AWARD**

There were no special service awards to be presented this year.

Meeting closed 3.05p.m.

President

Betsy Smith.....

Date .....

Secretary

Robyn Snelgar.....

Date .....

Date .....

# President's Report

While it may seem to many members that there's not been much happening within the Society over the past year, Council has done a lot of work updating the Registry and website. Council met 3 times during the year. These meetings have for some time now been hosted by Robyn and Steve Snelgar at their home in Ardmore and run from mid-day Saturday until Sunday afternoon. Council members stay at Robyn & Steve's; saving the Society a significant amount of money. Thank you Robyn and Steve for your generosity. These face to face (F2F) meetings allow Council to engage in robust discussion of important Society matters in a prepared agenda, as well as providing an opportunity for portfolio holders to report to the rest of Council. Council business is communicated by email for the rest of the year; email decisions are ratified at the F2F meetings. Thanks also to Rob for the endless work you undertake as Secretary. Rob has a wealth of historical knowledge about the workings of the Society, which is invaluable in Council discussions.

I am pleased to report that the Dexter Society is in a very favourable financial position and is in good heart going forward. Grant will elaborate further on the finances in his Treasurer's Report. Thank you for your work in this portfolio, Grant. The strength of any society is in its membership; it is pleasing to note that new members are continuing to join. Dedicated office-holders continue to work in the best interests of the Society and other members contribute at a local level, promoting the breed. Well done to all of you who contribute in your own way.

Following discussion at last year's AGM, Tony initiated a Registry update by asking members to return a tally of animals they owned. With the assistance of Grant, the Area Reps and several volunteer members, those who hadn't complied with Tony's initial request were contacted individually. This turned out to be a mammoth task which took several months. It was also a long overdue task, having never before been undertaken in the history of the Society. The resulting figures show the number of live cattle as being significantly less than the 5000 or so that had previously been indicated in the Registry and the tally is now much more accurate. It was disappointing that a minority of members were unwilling to co-operate by clarifying how many cattle they own. It is estimated that the Registry tally is now correct to within 100 or so cattle.

There has also been discussion around maintaining an accurate Herd Registry now that the hard work has been done. One suggestion is to request a live animal tally from members on renewal of membership, with the information being a requirement of renewal. There is now a filter in the Herd Registry that shows only 'Live' cattle. Registered Dexters owned by lapsed members and those sold to non-members show as being 'On Hold'. A reminder that photos of your animals can be sent to Grant for uploading onto the Registry, where they will appear under the animals' Pedigree data.

Mary and Tony make a great team, ensuring that cattle registrations are handled as smoothly and efficiently as possible. Thank you both for your work in this area. The Assistant Herd Registrar's position was established last year and Mary has proved to be an invaluable link between members and the Herd Registrar, by checking that all paperwork is correct. It's very important that all members communicate with Mary regarding DNA testing, as the Society is invoiced by the service provider for all Dexter profiles.

I would like to acknowledge two electronic means of communication that Grant has initiated. Firstly, e-newsletters which he regularly sends out, filling the communication gap between Dispatch issues. Secondly, the DCSNZ Facebook page. This provides a vehicle for communication and sharing amongst members. It's great to see so many new members joining this closed group; if you would like to join, contact Grant via FB. Your ongoing administration of this page is much appreciated by its members, Grant.

You may have noticed that the Dispatch now has more colour. This is an initiative that Maureen, as Editor, has undertaken. Members have commented on both the advent of colour and the interesting articles now published in each issue. These are both attributed to Maureen's tireless efforts to give the membership a worthwhile magazine. Brenda's informative articles also provide members with valuable information. To Maureen, Brenda and all the members who contribute to the Dispatch, you are to be commended for continuing to give members a great read. Thanks also to Maureen for your ongoing work as Membership Secretary.

Genomnz has indicated that in the near future, they will no longer accept tail hairs for DNA testing. In the absence of any other NZ providers, Council is currently investigating engaging The University of Queensland (where members currently access BD1 & BD2 testing) as the Society's service provider for DNA testing. Council's intention is to maintain the current system i.e. that members continue to send tail hair samples to Mary who will communicate with UQ (Queensland University), so the only change members will notice is the service provider. Council hopes also to keep the cost to members to a minimum. This arrangement is currently under negotiation with UQ.

Welcome to the three new Area Reps (Marie Potts – Taranaki; Daryl Dixon – Counties/Franklin and Trudy Robertson – Manawatu) who recently agreed to take up roles in their respective areas. I'm sure local members will value your involvement as their representative. Thanks also go to the existing Area Reps for the work that you do.

Unfortunately 2 Council members have resigned (Garth Woodward for health reasons and Simon Stokes due to family/work commitments). On behalf of Council and the wider membership I wish to thank you both for your input and for the skills you brought to the team. Simon has offered to remain in a consultancy role in his area of expertise – computer technology. We will miss you both at Council meetings and wish you well in the future.

There have been 2 nominations for Council, which will fill the vacancies. There are currently no SI members on Council, however, and we are still seeking more members. These can be co-opted, so if you're in the South and would like to contribute to the running of the Society, please contact a Council member. There has been one nomination for the position of President.

A special mention must go to a long-standing Complaints Officer - Maggie Bentley, who has resigned following a serious accident. Thank you for your commitment to your role and to the Dexter Society, Maggie. A new NI Complaints Officer, Grant Conway, steps into Maggie's shoes, joining Di Burgess who remains as the SI Officer.

## Where to from here?

As you will hear from Grant, on behalf of Council he has investigated the cost of a website upgrade. This is essential to maintain the security and integrity of the website and to take the Society forward. The upgraded 'Market Place' on the website is an example of what we can look forward to. Thanks for all your work with this so far, Grant.

And as I have already indicated, the Society finds itself in the position of needing a new service provider which will accept tail hairs for future DNA testing. Council will continue to pursue the option of UQ, who have indicated that they are very willing to accommodate the Society's needs.

— Betsy Smith

# Website Report

On the surface, everything has been going fine with our website. Updates are typically made a few times per month, but when members want to advertise their animals on the 'Market Place', the workload increases dramatically, with updates being needed several times per week.

Until recently, I had Simon's help with the Market Place adverts, which was greatly appreciated. Simon made several improvements during his tenure; most notably the entry form for listings, which ensures that all information is provided (refer to slide 2). This makes the webmaster's job easier and allows for more informative adverts. In recent weeks I have improved the Market Place further, with larger pictures and the ability to attach a photograph to each listing (refer to slide 3). The increased picture size is in response to a member's complaint, so if there's something you're not happy with on the website, please do take the time to let me know. I may not always be able to fix it, but I will take your comments on board.

Late last year Simon alerted me to some 'Security Vulnerabilities' affecting our website. Further details are shown on slide 4. In simple terms, our website is using some very outdated software, leaving it vulnerable to attack by hackers. Not only is our own website at risk, but it could also be used as a point of entry for attacking other websites on the same server. WebArts in Tauranga host our website along with others on a single server, and they have encouraged us to upgrade our website to remedy this problem.

An additional benefit of the security upgrade is that it allows us to provide a mobile website at minimal extra cost. Google have recently started 'downgrading' the search results for websites that are ranked as mobile-unfriendly. Our current website is ranked in this category by their testing tool for 3 different reasons. The most important of these are that the text is too small, and the links are too close together to be easily selected with a finger. We now have a prototype mobile website which passes the test. A quick demonstration of this prototype will now be shown on the projector (How to Join / Dispatch) is a good example.

Personnel from WebArts and myself have spent quite some time doing exploratory work in order to provide an accurate quotation for this upgrade. Details of the expenditure required are on slide 5. Members will be asked to authorise this expenditure at the AGM.

Finally, we are aware that the existing 'Members Directory' on our website is too difficult for some of our Area Reps to use. Printing a list of members in their area requires some knowledge of Excel spreadsheets which not everybody is familiar with. When the Herd Registry was moved online in 2013, it was also intended that details of the Breeder and Owner for each animal should be available if required. The method of accessing this information is shown on slide 6.

Because of privacy concerns, it is necessary to protect member details from being accessed by search engines, spam-bots and other unscrupulous people. We are proposing to use a login screen similar to the one shown on slide 7. The same password will be used as for the Members Area of the website and probably, nothing else will be required.

A sample of the proposed Member Listing is shown on slide 8.

To have included these functions at the time of the 2013 Herd Registry Upgrade would have blown our budget, but now that online Herd Registry has bedded in, and our bank balance has recovered, we are in a position to look at making both of these improvements.

Details of the expenditure required for the display of Breeder/Owner details and Member List are on slide 9. Members will be asked to authorise this expenditure at the AGM.

## **Treasurer's Report 2014/15**

On following pages you will find an audited copy of the society's accounts to 31/3/15, and the proposed budgets for the coming year to 31/3/16. Here is my analysis of the accounts for the year that has passed:

### **Membership Functions**

- Subscription Renewals were well behind last year due to 40 members who let their membership lapse. This compares with 44 last year, and 56 the year before.
- New member signups of 31 for the year just ended, compare with 45 last year, and 50 the year before. It appears that the drop in existing members is levelling out, but we are not picking up new members as quickly as in the past.
- Net income from Membership was 13% below budget and about 13% behind last year.
- Dispatch printing cost was about \$60 below budget, with income from advertising \$143 above budget, resulting in a net saving of just over \$300. Just one issue was printed in full colour, whereas we plan to extend this to all issues next year, costing around \$265 extra per issue.

### **Cattle Functions**

- Income from Registrations, Transfers and DNA Profiling was 20% below budget, reflecting the drop in membership. Herd Registry expenses were also well below budget, producing a surplus of about \$1,500 less than anticipated, and around \$600 less than last year.
- Expenditure on Showing was about \$600 less than budgeted, and the website also cost less than expected. At balance date we hadn't been billed for the last quarter of the year's web hosting charges, but that has now been rectified.
- Expenditure on Merchandise was about \$240 above budget as a result of the purchase of promotional pens. Almost all of the promotional stock has now been cleared, with remaining items being gifted to new members as they join. This has resulted in a loss of \$60 for the year. Ongoing costs of about \$3.80 per new member are to be expected from this policy until existing stock is

cleared. After that, we will get some new stickers printed at much lower cost than the \$2.50 we paid for the existing ones.

## **Admin Functions**

- Interest income is a little above budget, reflecting the higher balance in our savings account.
- Council Travel Expenses are 26% below budget, thanks largely to Simon's generosity in arranging for his company to pay his airfares. Simon's recent decision to stand down from Council will mean increased travel expenses this year.
- We were fully aware that holding the AGM in Auckland was going to be much more expensive than in Lincoln the previous year, so the budget of about \$2,900 was set accordingly. Attendance was lower than last year by 9 people or about 20%. Consequently, food costs at the venue were a little lower than expected, but equipment hire costs were a little higher — more or less cancelling each other out. Food for the Sunday bus trip cost well over what was budgeted, and the photo competition hadn't been allowed for at all, but what really made the difference was the generosity of members towards the quilt raffle and after-dinner auctions. We raised over \$1,000 more than expected, meaning that the AGM overall cost \$50 less than budgeted — an excellent result!

## **Summary**

- Overall the Society made a surplus of \$3,410 against a budgeted deficit of \$103.
- On the BALANCE SHEET, Accumulated Funds total \$42,918 which is about \$3,400 more than at this time last year. Given the significant drop in membership which has occurred, this is an outstanding result.
- We can continue using our surplus funds to cover any deficits for some years yet, and avoid increasing subs. All things considered, the society's finances continue to be in very good shape.

# **Budgets for 2015/16**

I won't bore you with a blow-by-blow justification of each and every amount in the budget, but rather seek to highlight anything that is significantly different to the previous year:

## **Membership Functions**

Postage costs rose in July last year, so we took the opportunity to purchase in advance two years worth of stamps for the Dispatch. We still have more than one year's worth of stamps left, due to the decline in membership, hence no stamps will be purchased this year.

## **Cattle Functions**

We are expecting to change providers for DNA testing from Genomnz to the University of Queensland sometime early next year. This has been forced upon us because Genomnz will be discontinuing the micro-satellite DNA Profiles we currently use. Their preferred method of sample collection will also change from Tail Hairs to a Tissue Punch. If we were to stay with Genomnz, all existing bulls would need to be re-profiled, as was done a few years ago when Genemark made a similar move.

The University of Queensland have no plans to discontinue micro-satellite profiles, and they also offer Chondro testing, all from the one tail hair sample. Therefore it makes a lot of sense to switch providers, even though the costs to the society will be significantly higher. We will maintain the cost of DNA Testing to members at the existing price of \$30 for at least 2 years, and hopefully longer. The budgeted amount of

\$1500 will easily cover this transition, and also pay for a backlog of tests which Genomnz had not billed us for at balance date.

We are proposing to spend just under \$4000 on security upgrades to the Website and enhancements to the Herd Registry as explained earlier in my Website Report. We are also investigating the idea of a portable display panel arrangement for use at NIBS and possibly other shows during the year. If suitable, the display panels would cost \$661 complete with carry bag.

## **Admin Functions**

An increased amount has been budgeted for Council Travel this year, in line with the new councillors who will be travelling independently to the council meetings in Auckland.

The net cost of this year's AGM to the society is expected to be similar to last year with some things costing more and others less.

## **Summary**

This year's projected deficit is another modest one at \$820. Based upon previous years, where not all of the budgeted expenditure has eventuated, my expectation is a break-even result or perhaps a small surplus.

Council is considering a \$50 per person subsidy for those attending next year's AGM. This is intended to cover part of the accommodation cost incurred by members and hopefully encourage a larger attendance. Expected cost of this initiative is in the range of \$2000 to \$2500 depending on uptake, but it wouldn't be implemented until the 2016-17 financial year, hence does not form a part of the budgets presented today. Nevertheless, we need to take a vote on this proposal so it can be implemented in time for next year's AGM if members are in favour.

— Grant Keymer

# DEXTER CATTLE SOCIETY NEW ZEALAND INCORPORATED

## Financial Statements for the year ended 31st March 2015

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# DEXTER CATTLE SOCIETY NEW ZEALAND INCORPORATED

## Financial Statements for the year ended 31st March 2015

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<b>Date of Formation:</b>	31 March 2001
<b>Registered Number:</b>	1027756
<b>Organisation Type:</b>	Incorporated Society
<b>Registered Office</b>	92a Takanini-Clevedon Road Ardmore RD2 Papakura 2582
<b>Bankers:</b>	Westpac New Zealand Whangarei Branch 36 - 40 Rathbone Street PO Box 747 Whangarei
<b>Auditor:</b>	Paul Wollaston 16 Kerswell Terrace Tihiotonga Rotorua 3015

## **AUDIT REPORT**

### **To The Members of the Dexter Cattle Society New Zealand Incorporated**

I have audited the financial statements on pages 3 to 8, which provides information about the past financial performance of the Dexter Cattle Society New Zealand Incorporated and its financial position as at 31 March 2015.

#### **Committee's Responsibilities:**

The Committee is responsible for the preparation of a financial report which fairly reflects the financial position of the Society as at 31 March 2015.

#### **Auditor's Responsibilities:**

It is my responsibility to express an independent opinion on the financial report presented by the Committee.

#### **Basis of Opinion**

An audit includes examining, on a test basis, evidence relevant to the amounts and disclosures in the financial report. It also includes assessing the significant estimates and judgements made by the Committee in the preparation of this financial report and whether the accounting policies are appropriate to the Society's circumstances, are consistently applied and adequately disclosed.

I conducted my audit in accordance with generally accepted auditing standards in New Zealand except where my work was limited as explained below. I planned and performed the audit so as to obtain all the information and explanation which I considered necessary in order to obtain sufficient evidence to give reasonable assurance that the financial report is free from material misstatements, whether caused by fraud or error. In forming my opinion I also evaluated the overall adequacy of the presentation of information in the financial report.

Other than in my capacity as auditor, I have no relationship with, or interest in the Society.

#### **Qualified Opinion**

In common with other organisations of a similar nature, control over the revenues prior to being recorded is limited, and there are no practical audit procedures to determine the effect of this limited control. In this respect alone I have not obtained all the information and explanation that I required.

In my opinion except as noted above, the financial reports fairly reflect the results of operation for the year ended 31 March 2015.

My audit report was completed on 24 May 2015 and my qualified opinion is expressed as at that date.



Paul Wollaston B.Com, CA

# DEXTER CATTLE SOCIETY NEW ZEALAND INCORPORATED

## Membership Functions for the year ended 31st March 2015

	2014/15 Actual	2013/14 Actual	2014/15 Budget
<b><u>MEMBERSHIP</u></b>			
<b>Income</b>			
Subscription Renewals	\$13,735	\$15,460	\$15,600
New Members	\$1,765	\$2,700	\$2,500
New Herd / Stud Registration	\$550	\$925	\$1,000
	\$16,050	\$19,085	\$19,100
<b>Expenses</b>			
Breeders Handbook			
Postage, Stationery and Phone		\$544	\$600
General Expenses			
		\$544	\$600
<b>Surplus</b>	<b>\$16,050</b>	<b>\$18,541</b>	<b>\$18,500</b>
<b><u>DISPATCH</u></b>			
<b>Income</b>			
Advertising	\$243	\$63	\$100
	\$243	\$63	\$100
<b>Expenses</b>			
Postage, Stationery and Phone	\$4,244	\$2,629	\$4,256
Printing	\$3,139	\$6,938	\$3,200
Travel		\$273	\$100
	\$7,383	\$9,839	\$7,556
<b>Surplus / (Deficit)</b>	<b>(\$7,140)</b>	<b>(\$9,777)</b>	<b>(\$7,456)</b>
<b>MEMBERSHIP FUNCTIONS</b>			
<b>Overall Surplus / (Deficit)</b>	<b>\$8,910</b>	<b>\$8,764</b>	<b>\$11,044</b>

# DEXTER CATTLE SOCIETY NEW ZEALAND INCORPORATED

## Cattle Functions for the year ended 31st March 2015

	2014/15 Actual	2013/14 Actual	2014/15 Budget
<b><u>HERD REGISTRY</u></b>			
<b>Income</b>			
Registration Fees	\$3,040	\$4,395	\$4,000
Transfer Fees	\$2,945	\$3,631	\$3,500
DNA Profiling	\$810	\$984	\$1,000
Brass Tags	\$30	\$45	\$50
	\$6,825	\$9,055	\$8,550
<b>Expenses</b>			
General & Travel Expenses	\$200	\$118	
Postage, Stationery and Phone	\$509	\$745	\$800
DNA Profiling	\$518	\$783	\$800
Brass Tags		\$318	\$320
Website Enhancements	\$426	\$1,294	
	\$1,652	\$3,257	\$1,920
<b>Surplus / (Deficit)</b>	<b>\$5,173</b>	<b>\$5,797</b>	<b>\$6,630</b>
<b><u>PROMOTIONS/SHOWING, JUDGING</u></b>			
<b>Income</b>			
Merchandise Sold	\$364	\$325	
	\$364	\$325	
<b>Expenses</b>			
Advertising	\$52	\$823	
Banners, Trophies, Badges, Show Costs	\$337	\$160	\$900
Brochures & Promotional Flyers			
Website	\$380	\$628	\$666
Merchandise Purchased	\$642		\$400
Cost of Stock sold / gifted	\$430	\$1,380	\$300
Postage, Stationery and Phone	\$38	\$136	\$150
RAS Affiliation / Delegate Fees	\$1,421	\$1,114	\$1,200
Area Group Support	\$720	\$411	\$5,200
	\$4,020	\$4,653	\$8,816
<b>Surplus / (Deficit)</b>	<b>(\$3,656)</b>	<b>(\$4,328)</b>	<b>(\$8,816)</b>
<b>CATTLE FUNCTIONS</b>			
<b>Overall Surplus / (Deficit)</b>	<b>\$1,517</b>	<b>\$1,469</b>	<b>(\$2,186)</b>

# DEXTER CATTLE SOCIETY NEW ZEALAND INCORPORATED

## Administration

for the year ended 31st March 2015

	2014/15	2013/14	2014/15
	Actual	Actual	Budget
<b><u>TREASURY</u></b>			
<b>Income</b>			
Interest Received (incl. Savings account)	\$1,063	\$871	\$850
Interest Accrued (Term Deposits/Savings)	\$200	\$199	
	\$1,263	\$1,071	\$850
<b>Expenses</b>			
Accountancy Fees	\$279	\$267	\$270
Bank Charges	\$169	\$169	\$170
Postage, Stationery and Phone	\$22	\$89	\$100
Travel Expenses			
	\$470	\$525	\$540
<b>Surplus / (Deficit)</b>	<b>\$793</b>	<b>\$545</b>	<b>\$310</b>
<b><u>COUNCIL</u></b>			
<b>Income</b>			
<b>Expenses</b>			
Meeting Expenses	\$1,359	\$984	\$1,200
Postage, Stationery and Phone	\$49	\$186	\$200
Travel Expenses	\$3,326	\$2,893	\$5,000
General Expenses		\$93	
	\$4,734	\$4,156	\$6,400
<b>Surplus / (Deficit)</b>	<b>(\$4,734)</b>	<b>(\$4,156)</b>	<b>(\$6,400)</b>
<b><u>ANNUAL GENERAL MEETING</u></b>			
<b>Income</b>			
Dinner	\$1,240	\$1,540	\$2,000
Raffle and Sponsorship	\$1,372	\$198	\$300
	\$2,612	\$1,738	\$2,300
<b>Expenses</b>			
Booklet Printing			
Nomination Forms		\$25	\$30
General Expenses	\$1,861		\$1,445
Venue Costs and Speaker	\$3,633	\$2,951	\$3,696
	\$5,494	\$2,976	\$5,171
<b>Surplus / (Deficit)</b>	<b>(\$2,883)</b>	<b>(\$1,238)</b>	<b>(\$2,871)</b>
<b>ADMINISTRATION</b>			
<b>Overall Surplus / (Deficit)</b>	<b>(\$6,824)</b>	<b>(\$4,848)</b>	<b>(\$8,961)</b>

# DEXTER CATTLE SOCIETY NEW ZEALAND INCORPORATED

## Income Statement for the year ended 31st March 2015

	2014/15 Actual	2013/14 Actual	2013/14 Budget	2014/15 Budget
<b><u>SUMMARY</u></b>				
<b>Surplus / (Deficit) from -</b>				
Membership Functions	\$8,910	\$8,764	\$9,972	\$11,044
Cattle Functions	\$1,517	\$1,469	(\$3,520)	(\$2,186)
Administration	(\$6,824)	(\$4,848)	(\$9,963)	(\$8,961)
<b>NET SURPLUS / (DEFICIT)</b>	<b>\$3,603</b>	<b>\$5,385</b>	<b>(\$3,511)</b>	<b>(\$103)</b>

# DEXTER CATTLE SOCIETY NEW ZEALAND INCORPORATED

## Balance Sheet

As at 31st March 2015

	Note	2014/15	2013/14
<b><u>CURRENT ASSETS</u></b>			
Bank Cheque Account	2	\$35	\$172
Savings Account	2	\$28,123	\$23,041
Term Deposits	2	\$14,500	\$14,500
Accrued Interest	2	\$200	\$199
Stock on Hand (at cost)	3	\$293	\$723
Prepayments - 2015 AGM		\$200	\$978
<b>Total Current Assets</b>		<b>\$43,351</b>	<b>\$39,613</b>
<b><u>LESS CURRENT LIABILITIES</u></b>			
Deferred Revenue - 2015 AGM Raffle etc		\$240	\$105
<b><u>NET ASSETS</u></b>		<b>\$43,111</b>	<b>\$39,508</b>
Represented by:			
<b><u>ACCUMULATED FUNDS</u></b>			
Opening Balance		\$39,508	\$34,123
Current year Surplus / (Deficit)		\$3,603	\$5,385
<b><u>CLOSING ACCUMULATED FUNDS</u></b>		<b>\$43,111</b>	<b>\$39,508</b>

President: \_\_\_\_\_

Secretary: \_\_\_\_\_

Date: \_\_\_\_\_

# DEXTER CATTLE SOCIETY NEW ZEALAND INCORPORATED

## Notes to the Financial Statements for the year ended 31st March 2015

### 1 Statement of Accounting Policies

#### Reporting Entity

The Dexter Cattle Society New Zealand Incorporated is a Society formed and domiciled in New Zealand established under the Incorporated Societies Act 1908. The Financial Statements of Dexter Cattle Society New Zealand Incorporated are general purpose financial statements which have been prepared according to generally accepted accounting practice.

#### Measurement Basis

The accounting principles recognised as appropriate for the measurement and reporting of financial performance and financial position on a historical basis are followed by Dexter Cattle Society New Zealand Incorporated.

These financial statements have been prepared in accordance with generally accepted accounting practice in New Zealand. For this purpose the society has designated itself as profit-oriented. The information is presented in New Zealand Dollars.

#### Specific Accounting Policies

The following specific accounting policies which materially affect the measurement of financial performance and financial position have been applied:

- a *Revenue*  
Interest is accounted for using the effective interest method, i.e. as it is earned.
- b *GST*  
The financial statements are GST inclusive. Dexter Cattle Society New Zealand Incorporated is not registered for GST.
- c *Income Tax*  
No provision for Income Tax has been made as there is no current or deferred tax payable.
- d *Inventories*  
Inventories are recorded at cost.
- e *Investments*  
Investments are carried at the lower of cost and net realisable value.
- f *Differential Reporting*  
Dexter Cattle Society New Zealand Incorporated qualifies for differential reporting as it is not publicly accountable and it is small. Dexter Cattle Society New Zealand Incorporated has taken advantage of all available differential reporting exemptions.

#### Changes in Accounting Policies

There have been no changes in accounting policies from the previous financial year.

### 2 Term Deposits and Bank Accounts

Balances and Accrued Interest amounts are taken from the Westpac Bank Audit Certificate dated 16th April 2015.

Term Deposits	<u>Maturity Date</u>	<u>Interest Rate</u>	<u>Accrued Interest at 31/3/15</u>	<u>Balance at 31/3/15</u>	<u>Balance at 31/3/14</u>
Westpac	29-Mar-16	4.20%	\$7	\$8,500	\$8,500
Westpac	12-Jun-15	4.00%	\$193	\$6,000	\$6,000
				<b>\$14,500</b>	<b>\$14,500</b>
<b>Savings Account (Westpac)</b>		3.15%		<b>\$28,123</b>	<b>\$23,041</b>
<b>Cheque Account (Westpac)</b>		0.00%		<b>\$35</b>	<b>\$172</b>
			<b>\$200</b>		

### 3 Stock on Hand Summary

<u>Item</u>	<u>Purchase price</u>	<u>Selling price</u>	<u>Remaining Stock</u>	<u>Total Sales</u>	<u>Value of stock</u>	<u>Value at 31/3/14</u>
Number Plate Surrounds	\$10.81	\$15.00	3	\$0.00	\$32.43	\$32.43
Bookmark / Gestation Calendar	\$1.01	\$1.50	14	\$0.00	\$14.14	\$44.44
Vehicle Sticker	\$2.50	\$3.00	61	\$0.00	\$152.50	\$385.00
Lapel Pin	\$2.30	\$2.30	0	\$66.70	\$0.00	\$144.90
Dexter Society Brochures	\$0.27	\$0.30	352	\$0.00	\$93.80	\$116.45
				<b>\$66.70</b>	<b>\$292.87</b>	<b>\$723.22</b>

### 4 Contingent Liabilities

There are no contingent liabilities at year end (2014: nil).

### 5 Commitments

The society did not have any capital commitments at year end (2014: nil).

# DEXTER CATTLE SOCIETY NEW ZEALAND INCORPORATED

## Membership Budget for the year ended 31st March 2016

	2014/15 Budget	2014/15 Actual	2015/16 Budget
<b><u>MEMBERSHIP</u></b>			
<b>Income</b>			
Subscription Renewals	\$15,600	\$13,735	\$13,500
New Members	\$2,500	\$1,765	\$1,500
New Herd / Stud Registration	\$1,000	\$550	\$500
Donations			
	\$19,100	\$16,050	\$15,500
<b>Expenses</b>			
Breeders Handbook			
Postage, Stationery and Phone	\$600		
General Expenses			
	\$600		
<b>Surplus</b>	<b>\$18,500</b>	<b>\$16,050</b>	<b>\$15,500</b>
<b><u>DISPATCH</u></b>			
<b>Income</b>			
Advertising	\$100	\$243	\$200
	\$100	\$243	\$200
<b>Expenses</b>			
Postage, Stationery and Phone	\$4,256	\$4,244	\$100
Printing	\$3,200	\$3,139	\$3,600
Travel	\$100		
	\$7,556	\$7,383	\$3,700
<b>Surplus / (Deficit)</b>	<b>(\$7,456)</b>	<b>(\$7,140)</b>	<b>(\$3,500)</b>
<b>MEMBERSHIP FUNCTIONS</b>			
<b>Overall Surplus / (Deficit)</b>	<b>\$11,044</b>	<b>\$8,910</b>	<b>\$12,000</b>

# DEXTER CATTLE SOCIETY NEW ZEALAND INCORPORATED

## Cattle Budget for the year ended 31st March 2016

	2014/15 Budget	2014/15 Actual	2015/16 Budget
<b><u>HERD REGISTRY</u></b>			
<b>Income</b>			
Registration Fees	\$4,000	\$3,040	\$3,000
Transfer Fees	\$3,500	\$2,945	\$2,900
DNA Profiling	\$1,000	\$810	\$800
Brass Tags	\$50	\$30	
	\$8,550	\$6,825	\$6,700
<b>Expenses</b>			
General & Travel Expenses		\$200	
Postage, Stationery and Phone	\$800	\$509	\$500
DNA Profiling	\$800	\$518	\$1,500
Brass Tags	\$320		\$320
Website Upgrades		\$426	\$3,963
	\$1,920	\$1,652	\$6,283
<b>Surplus / (Deficit)</b>	<b>\$6,630</b>	<b>\$5,173</b>	<b>\$417</b>
<b><u>PROMOTIONS/SHOWING, JUDGING</u></b>			
<b>Income</b>			
Merchandise		\$364	
		\$364	
<b>Expenses</b>			
Advertising		\$52	
Banners, Trophies, Badges, Show Costs	\$900	\$337	\$1,161
Brochures & Promotional Flyers			
Website	\$666	\$380	\$794
Merchandise Purchased	\$400	\$642	
Cost of Merchandise sold	\$300	\$430	\$141
Postage, Stationery and Phone	\$150	\$38	\$100
RAS Affiliation / Delegate Fees	\$1,200	\$1,421	\$1,833
Area Group Support	\$5,200	\$720	\$1,000
	\$8,816	\$4,020	\$5,028
<b>Surplus / (Deficit)</b>	<b>(\$8,816)</b>	<b>(\$3,656)</b>	<b>(\$5,028)</b>
<b>CATTLE FUNCTIONS</b>			
<b>Overall Surplus / (Deficit)</b>	<b>(\$2,186)</b>	<b>\$1,517</b>	<b>(\$4,611)</b>

# DEXTER CATTLE SOCIETY NEW ZEALAND INCORPORATED

## Administration Budget for the year ended 31st March 2016

	2014/15 Budget	2014/15 Actual	2015/16 Budget
<b><u>TREASURY</u></b>			
<b>Income</b>			
Interest Received (incl. Savings account)	\$850	\$1,063	\$1,000
Interest Accrued (Term Deposits/Savings)		\$200	
	\$850	\$1,263	\$1,000
<b>Expenses</b>			
Accountancy Fees	\$270	\$279	\$280
Bank Charges	\$170	\$169	\$170
Postage, Stationery and Phone	\$100	\$22	\$50
Travel Expenses			
	\$540	\$470	\$500
<b>Surplus / (Deficit)</b>	<b>\$310</b>	<b>\$793</b>	<b>\$500</b>
<b><u>COUNCIL</u></b>			
<b>Income</b>			
<b>Expenses</b>			
Meeting Expenses	\$1,200	\$1,359	\$1,380
Postage, Stationery and Phone	\$200	\$49	\$100
Travel Expenses	\$5,000	\$3,326	\$4,639
General Expenses			
	\$6,400	\$4,734	\$6,119
<b>Surplus / (Deficit)</b>	<b>(\$6,400)</b>	<b>(\$4,734)</b>	<b>(\$6,119)</b>
<b><u>ANNUAL GENERAL MEETING</u></b>			
<b>Income</b>			
Dinner	\$2,000	\$1,240	\$1,200
Raffle and Sponsorship	\$300	\$1,372	\$1,000
	\$2,300	\$2,612	\$2,200
<b>Expenses</b>			
Booklet Printing			
Nomination Forms	\$30		
General Expenses	\$1,445	\$1,861	\$2,210
Venue Costs and Speaker	\$3,696	\$3,633	\$2,580
	\$5,171	\$5,494	\$4,790
<b>Surplus / (Deficit)</b>	<b>(\$2,871)</b>	<b>(\$2,883)</b>	<b>(\$2,590)</b>
<b>ADMINISTRATION</b>			
<b>Overall Surplus / (Deficit)</b>	<b>(\$8,961)</b>	<b>(\$6,824)</b>	<b>(\$8,209)</b>

**DEXTER CATTLE SOCIETY NEW ZEALAND INCORPORATED**  
**Budgeted Income**  
for the year ended 31st March 2016

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	2014/15 Budget	2014/15 Actual	2015/16 Budget
<b><u>SUMMARY</u></b>			
<b>Surplus / (Deficit) from -</b>			
Membership Functions	\$11,044	\$8,910	\$12,000
Cattle Functions	(\$2,186)	\$1,517	(\$4,611)
Administration	(\$8,961)	(\$6,824)	(\$8,209)
<b>NET SURPLUS / (DEFICIT)</b>	<b>(\$103)</b>	<b>\$3,603</b>	<b>(\$820)</b>

**DEXTER CATTLE SOCIETY NEW ZEALAND INCORPORATED**  
**Budgeted Balance Sheet**  
**As at 31st March 2016**

	Note	2015/16	2014/15
<b><u>CURRENT ASSETS</u></b>		<b>Budget</b>	<b>Actual</b>
Bank Cheque Account	2	\$100	\$35
Savings Account	2	\$27,538	\$28,123
Term Deposits	2	\$14,500	\$14,500
Accrued Interest	2		\$200
Stock on Hand (at cost)	3	\$152	\$293
Prepayments - 2015 AGM			\$200
<b>Total Current Assets</b>		<b>\$42,291</b>	<b>\$43,351</b>
<b><u>LESS CURRENT LIABILITIES</u></b>			
Deferred Revenue - 2015 AGM Raffle etc			\$240
<b><u>NET ASSETS</u></b>		<b>\$42,291</b>	<b>\$43,111</b>
Represented by:			
<b><u>ACCUMULATED FUNDS</u></b>			
Opening Balance		\$43,111	\$39,508
Current year Surplus / (Deficit)		(\$820)	\$3,603
<b><u>CLOSING ACCUMULATED FUNDS</u></b>		<b>\$42,291</b>	<b>\$43,111</b>

President: \_\_\_\_\_

Secretary: \_\_\_\_\_

Date: \_\_\_\_\_

# Membership Report 2014/15

As of the 1st April 2015 we have 310 Financial Members and 5 Life Members, this being a total of **315**.

There were a total of 31 new members in 2014/15, which is 16 less than 2013/14.

We are down by 37 members from last year's membership and resignations have gone up to 312, up 36 from last year. I would actually prefer members to give their resignations rather than letting their membership lapse. All 2014/15 members that resigned have done so because of moving off the land, because of retirement, or just the fact that the so called lifestyle block was too much for them. There have also been a few members that have re-joined after resigning.

## As at 1<sup>st</sup> April 2015

Financial Members	310
Life Members	5
Resigned Members	312
Lapsed Past Members	431
Lapsed 14/15 Members	40
Deceased/Merged	6
<b>Total number of Members in file</b>	<b>1104</b>

Once again I feel that the DCSNZ membership is in a very healthy shape when we compare it to other organisations, which are struggling to survive. Income from membership was down from last year but things are not as bad as they seem, as you will have heard from the Treasurer's Report.

To those who signed up New Members when on-selling cattle 'thank you'. This gives these new Dexter owners a taste of what the DCSNZ has to offer its members, even with an associate membership for \$40. These members then have the option to apply for a full membership when they want to breed and register their own Dexters.

I look forward to meeting many of you at the 2015 AGM in Hawkes Bay on the 6th & 7th June.

— Maureen Pettersson

# Showing and Judging Report 2014/15

With another year's showing over, it's time to reflect on the past season and look forward to 2015/16.

It is a well-known fact that the majority of members have no interest in showing Dexters; however for a number of years now there have been a small number of members who continue to enjoy this opportunity to promote the breed. Well done to all of you who supported shows in any way last season.

One of the animal health issues for competitors to be mindful of this year (and in future) is the spread of Theileria, which was initially found in the north of the NI and is now widespread throughout the country. The show environment is an ideal place for stock to contract this disease. It is very important that competitors use a preventative treatment on their animals prior to showing.

There are a minority of new members who show each year. Well done to you for committing your time and energy to this.

There are also a very small number of children in the show ring. Well done to you little people. Keep up the good work.

I hope you all enjoyed the experience and will be in the ring again next season.

Nationally, the number of exhibitors of all cattle breeds has fallen over the last few years. The Dexter Section at shows I attend reflects this trend. Nevertheless there is always a lot of public interest in the Dexters. Well done to the stalwarts who turn up and promote the breed year after year.

The NIBS was held at Feilding and the SIBS at Oxford, both in conjunction with local A&P Shows, as is the custom. It was disappointing to see that only 2 exhibitors had entered animals in each of these shows, with 7 Dexters entered in the NIBS and 4 in the SIBS. WELL DONE to the members who did enter.

These two DCSNZ shows are intended to enable breeders to exhibit their stock in 'Dexter only' classes and also to promote the breed at A&P Shows.

There is a NIBS and SIBS Dexter Society shield, awarded to the Supreme Champion Dexter at the respective show for that year. This is awarded by the show host as are the ribbons which the Society now also provides.

The NIBS will be held in Hamilton in the 2015/16 season. The Waikato A&P Show is also promoting Dexters as the 'Feature Breed' this coming year. There will be an information display set up at the show.

At the time of writing, the SIBS venue is undecided. It is due to be held in the Nelson/Blenheim area but Marion Mangnall has informed me that there are no members interested in showing in that area. Due to the lack of support there, Council decided to offer the SIBS to the Otago/Southland area. To date I have not had a reply from Marion Read re a suitable venue.

There was no Royal Show held in NZ last season, hence the DCSNZ Royal Show Trophy was not awarded. The Royal Show will be held at Hastings in 2015/16.

Council has agreed to sponsor Maureen and I to attend this year's RAS AGM in Havelock North on June 27th & 28th. We attended last year's AGM in Wellington and found it to be most informative. I'm sure we'll enjoy this year's meeting just as much.

Within this Council portfolio, I 'fly the flag' for the showing contingent and will continue to encourage and support members in promoting Dexters in this arena.

I encourage members to continue to support your local shows. New exhibitors are always welcome, so if you've been considering showing your Dexters, get in touch with someone who can give you a few pointers. There is also an article I wrote several years ago on the website about training animals for the show ring.

As has been the case for the past couple of years, a list of judges can be found on the DCSNZ website and on the RAS website (under Dexter cattle).

A list of A&P Shows where Dexters are shown will be available again on the Society's website before the show season starts in October.

The Snowline and Turoa Youth Trophies will be presented to this year's winners at the AGM.

— Betsy Smith

## **Promotions Report 2014/15**

As reported last AGM the promotional stockholding has been largely cleared. Six Society Polo shirts with logos were purchased and supplied to members at the beginning of the showing season and no doubt have been seen in show rings around the A & P circuit.

Again, as last year, most promotional activity has been reported through the Dexter Dispatch so I commend and thank those members who both organised and/or participated in the various events. These gatherings are a really good venue for dispensing information, breed knowledge and fellowship with other enthusiasts of the breed. Items such as brochures, bookmark/calendars and pens will continue to be available to area reps on a request basis for these and other like gatherings.

— Garth Woodward

## **Area Group Report 2014/15**

This past year those society members who undertake voluntary Area Representative roles on behalf of their fellow members have continued to provide the necessary link between Council and the membership. The increase in annual event funding to \$400 per area has been well utilised by some in progressing the Society aims and outcomes.

Most activity occurs in the summer season with field days advertised through both Dispatch and Email including attendance at A & P shows supporting members promoting our Dexters in the ring.

A special acknowledgement must be offered for the efforts made by Marion Mangnall and Marion Read, who between them cover all the South Island membership. Thanks must also go to our President who has recently recruited and filled the three North Island vacancies so that we enter the new year with a full coverage of area representation which can only benefit the general membership into the future.

You will all no doubt now be aware I am stepping down from Council due to ongoing health issues which constrain my ability to contribute as I would like. I commend the role to you all as making a worthwhile contribution to the workings of the society. If you feel you can contribute you should put your hand up. I am filled with admiration for the ongoing effort put in by my fellow Councillors to advance the aims of the Society and Dexter cattle generally on behalf of the membership. Thank you all for the support I have received and you can be sure I will continue my association with our society for as long as possible, contributing where I can.

— Garth Woodward

## Herd Registrar's Report 2015

The survey to tidy the Herd Register was initiated with an email sent out on the 30th June 2014. A follow-up email sent was sent on the 5th July giving some feedback of results to that point. This is what was reported then:

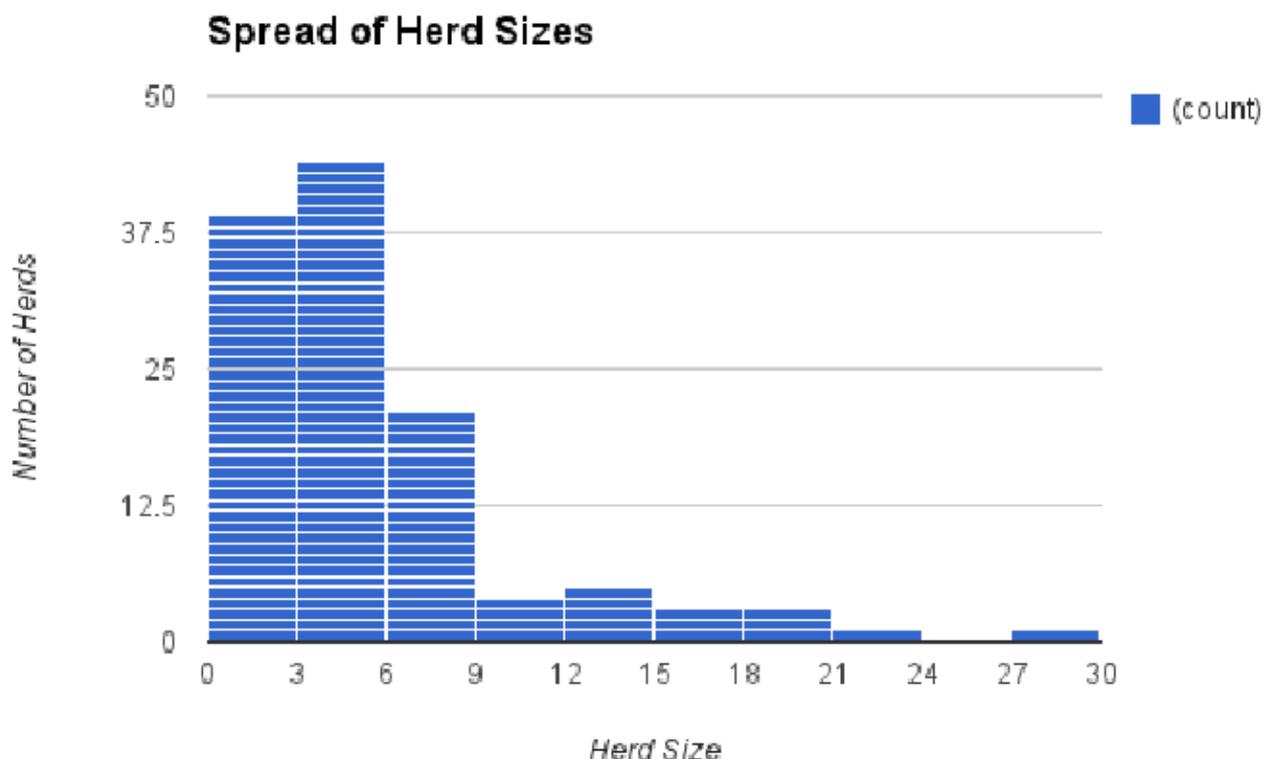
*Total number of registered animals sent in = 440*

*Number of Culls not previously notified = 46*

*Average herd size = 5.2, Number of herds with 10 or more = 9*

*Largest herd size (registered animals) = 29*

On 23rd July I gave further feedback for the Dispatch including a bar graph with a breakdown of herd sizes:



*This has been going very well. We are hoping to add a tick box to the online Herd Registry saying "Only show live animals" which will obviously not include all the culled and dead ones. The survey has been very useful in updating the registry. The figures to date continue to give an average herd size of 5.2 registered animals. Total number live at this point 619, culls not previously notified 86 (10-15% of live registered). We will continue to put out reminders about this, as there are still many members who have not sent in their numbers.*

Since that point there was the very helpful addition of the "only show live animals" box to the Online Registry. This highlighted rather quickly that there was at that stage still a very large number of unaccounted for animals that were probably culled/dead, mostly from resigned or lapsed members. So the first time ticking of the new box showed this depressingly large number of live animals (over 5000). This we thought from the results of the survey to date to be more than twice the number it should be.

Subsequently Grant & Simon put some excellent programming skills to work and were able to auto-magically flag animals of lapsed and resigned members. These were given an "On Hold" status in the Online Registry. With this actioned it immediately removed over 2000 animals. Finally the registry was purged of the long gone animals and the animals still to be removed were likely from "current" members.

In the mix also was Non-Members. The separate non-members database holds what are considered potential members. These NM's have a number allocated to them and are able to have animals transferred to them from members, but not the other way around. Grant invested a very large amount of time sifting through this database manually to tidy it up. The programming script mentioned above was able to identify the NM animals and also to assign them the "On Hold" status i.e. taking them out as live registered animals.

That left the continuing task of approaching the remaining two thirds of current members who hadn't responded to the email survey to find out their animal numbers. Grant took over the management of this phase. It involved identifying who these members were, creating lists and then passing these lists to "area reps" who in turn would ring individually these people.

On a further report on the progress as at 1st November 2014 I noted this:

*Responses from 222 members (70% - of 315 current members)*

*Total number of live animals (as reported by members) = 1121*

*Total Culled/Killed/Died/Sold to NM (as reported by members) = 460*

*Average herd size = 5.0 registered animals*

*The live animals as reported by online registry (at time of writing) are 1900.*

*The two numbers (1121 <=>1900) will get closer and closer as more data from members is gathered.*

The continuation of the contacting proceeded over many months with some members putting in huge amounts of time to make contact with those that hadn't responded (over 200 people in total). There were a few members contacted who didn't want to divulge their numbers and others with unusual anomalies e.g. not having ever owned an animal that shows as belonging to them.

Finally at the beginning of April 2015 the contacting was completed. Thus we are able to report the total numbers and average herd size for Dexters in NZ (as at 27th April):

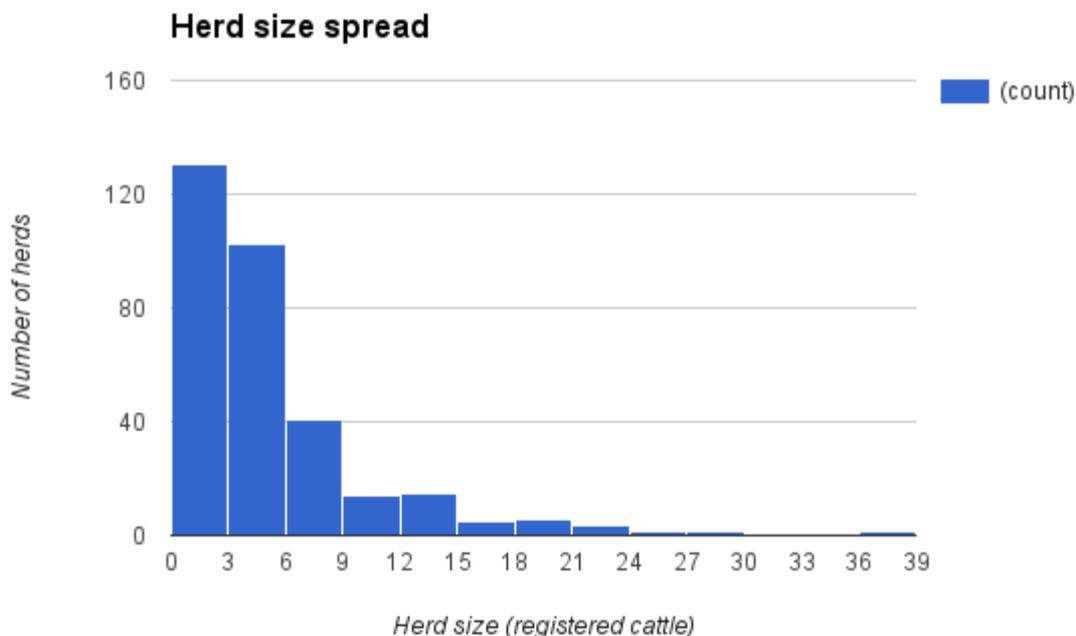
*Responses from 315 members*

*Total number of live animals (as reported by members) = 1408*

*Total number of live animals (as reported by Online Herd Registry) = 1735*

*Average herd size = 4.5 registered animals (using Members collected numbers)*

*= 5.5 registered animals (using Herd Registry numbers)*



Most of the way through this exercise the average herd size has been a bit over 5, and that is probably about where it still is at the end of the data collection. The largest herd is 38.

Why is there a discrepancy between collected information and the Herd Registry? The collected data has been gathered over 9 months, so there is likely significant change since June last year – this year’s calf crop will have been entered, some members will have lapsed and some new members will have come on board. If it was possible to get a snapshot on a single day it might come out right!!

— Tony Houlbrooke

# Dispatch Report

I suppose by now you would have noticed that the Dexter Dispatch is in full colour, something that I have been working on since taking on the role as Editor in November 2014.

This was made possible by the printers who I work closely with and their eagerness to make sure that we are all happy with everything from the quality of photos that go inside to the little man and cow on the cover page. I need to note that the reduction in costs for printing is about 2/3rds the price we have paid in the past; the printers have been great to work with and give us a fantastic price as well.

I have tried to have a main topic for each issue on something of interest, not only for Dexters but cattle in general and I hope you like them. To halt any favouritism I have been able to get most of these topics from outside the DCSNZ membership but I need more from you the members with ideas, stories and photos. Unless you send them in to me I have nothing to put in future issues. This has been a problem of old and past Dispatch Editors will nod their heads in agreement. So please have a look through those photos and if you or your Dexters do anything different or unusual – let me know.

So in general I think the Dexter Dispatch is flying ahead and with your help it will get even better. To those who have contributed over the past year – Thank You – keep those stories and photos coming.

— Maureen Pettersson

# Elections

This year two nominations were received for Council and one nomination for President, along with two nominations for Complaints Officers. Our regulations state that Council should be a maximum of 8, so we have no need for an election this year.

All nominations will be ratified at the AGM.

## **Betsy Smith #329 – President – Nominated by Jo Brightwell #605**

My husband Stan and I have bred Dexters at Cherry Oak Stud since 2002 and have shown our cattle since 2005. Our focus has always been to breed Dexters of sound conformation and temperament. My interest in the breed began in 1998 when I bought my first stock. Having retired at the end of 2014 after 37 years in education, I now have more time to pursue my interests. I have enjoyed being part of a dynamic team on a forward thinking council and if elected would continue to work in the best interests of the Society and its members. To this end, I am happy to accept this nomination as President for a further term.

## **Susan Monk #930 – Council – Nominated by Grant Conway #945**

When my son and daughter-in-law purchased a 20 acre block, we decided to go to an Open Day for Dexters, where we met Brenda Batchelar. We purchased a cow called Amy and her 2 year old daughter Peaches. We now have 6 Dexters who give our family much pleasure.

I am married with two sons and two granddaughters. I owned and operated a café for 12 years that was open 7 days a week, 7am till late, which employed 35 staff. I have no particular agenda but do understand the requirements of good governance and I am happy to accept this nomination for Council.

## **Alison Rowe #853 – Council – Nominated by Garth Woodward #704**

I have recently retired from full time teaching and live on the South Kaipara Peninsula. My husband and I have a small lifestyle property and have had our Dexters for 5 of the 6 years we've lived here after moving north from Wellington. We knew we wanted and needed small animals with limited acres and researched different small breeds. We liked Dexters from the start so went looking for suitable animals to start our herd. A decision we have not regretted.

At the time, we spoke to a lot of people who were members of the Dexter Society and received sound and useful advice which helped us tremendously. I'd like to be able to contribute to the Dexter Society in continuing to promote these lovely animals.

## **Grant Conway #945 – NI Complaints Officer – Nominated by Wayne Pettersson #369**

I have been a member of the DCSNZ since 2011 and along with my son Andrew and extended family have been breeding our lovely Dexters under the name of Pukerau Stud, on a small lifestyle block near Upper Hutt. I work as a counsellor in the Upper Hutt community and am happy to take on the role of North Island Complaints Officer.

## **Dia Burgess #539 – SI Complaints Officer – Nominated by Steve Snelgar #221**

I'm not as active in the promotion and breeding as previously, due to downsizing of our farm and my health. However, I am still happy to fulfil the role of Complaints Officer for the society if this is what the members and Council decide. I have maintained my membership and look forward to the Newsletters, Dexter Dispatch and the Society's Facebook page to update me. I am unable to attend the AGM and will miss catching up, but wish all members the very best and know those that attend will have a great time.

# Remits 2015

## 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.

## 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.

## 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.

## 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.

## Remit 5 – Complaints Process Update

*Proposed by Council*

**THAT** Regulation 3 be replaced as follows:

### **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 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.

# DCSNZ Complaint Lodgement Form

Send to the Secretary within 30 days of the alleged incident:

[secretary@dexter-cattle.co.nz](mailto:secretary@dexter-cattle.co.nz)

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

[president@dexter-cattle.co.nz](mailto:president@dexter-cattle.co.nz)

## 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?

<p>Are you complaining about</p> <p>(please circle one)</p>	<ul style="list-style-type: none"><li>• A Council decision?</li><li>• An Officer's decision?<ul style="list-style-type: none"><li>○ Officer's Name</li><li>○ Officer's Position</li></ul></li></ul>
<p>What date was the decision made?</p>	
<p>What is the issue?</p> <p>(maximum 50 words)</p>	
<p>Why do you believe this decision is wrong or unfair?</p> <p>(maximum 50 words)</p>	
<p>How has this decision disadvantaged you?</p> <p>(maximum 50 words)</p>	
<p>What action do you believe will remedy this situation?</p> <p>(maximum 50 words)</p>	