

*Notice is hereby given of the 46<sup>th</sup> Annual General Meeting of the New Zealand Cat Fancy Incorporated, to be held Saturday 13<sup>th</sup> May 2017, commencing at 10.00 am, at the Plaza Hotel, 40-44 Oriental Parade Wellington*

### ***Item 1 Attendance & Apologies***

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- Roll Call – in attendance
- Voting strength

### ***Item 2 Election Result***

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In accordance with Constitutional Clause 21.10 Announcement of the results of the Executive Council Election, Life Membership & Breed Section Representatives ballot.

### ***Item 3 Matters arising from the minutes of the 45th AGM 2016***

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- Corrections

***“That the Minutes of the NZCF 2016 AGM as amended be accepted as a true & correct record of the meeting.”***

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### ***Item 4 Chairpersons Report (Gaynor Saxon)***

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Firstly, I would like to congratulate the new members to the Executive Council and welcome.

This is the end of my three year term. One that has been challenging to say the least. I did not stand for re-election this year, After 7 years on and off it is time for me to take a sabbatical for a while to rejuvenate.

I do not think unless you has served on Executive you really do not understand just how stressful it is and how much work is involved. However in saying that it does have its rewards, working with like-minded people to ensure the continuing growth and develop of the Cat Fancy.

In any organization where a group of people come together who are passionate and committed, particularly where there are strong personalities. Those personalities and passions do a great job of keeping each other on our toes.

I have no doubt that everyone is committed to the organisation's future and the real reason we are there... the health and welfare of our cats.

I will always be deeply concerned that privacy of our members should be of paramount importance when dealing at the highest level of committees and always remember that what is said 'in-committee' stays 'in-committee'.

I have the upmost trust that those remaining on the Executive Council are of the highest integrity and I believe the new members coming in are also. With their background, knowledge and experience I have no doubt that these members are truly capable in leading the NZCF successfully into the future.

So what has been happening this year and what improvements have our Portfolio Managers made? Here is a short overview of how our year has progressed:

### **PORTFOLIOS: IT**

A huge amount of improvements and updates has been instigated by Deb this year. We also welcome Peter Davidson to the team, in the role of Webmaster and the unending job of ROCAP Technician.

With the payments gateway progressing, show package updates and of course, we can now vote on-line, there are many more areas current improvements on the go.

### **BSAC**

Jane and her team have worked tirelessly working on breeding practices policies (for voluntary or mandatory health testing of every NZCF breed) and conformation and health policies. Standard of points updates are ongoing and always complete with absolute efficiency.

### **REGISTRATIONS**

We said goodbye to Shorthair Registrar Sue Starrs this year and congratulations to Kay Dixon who took up the reins of both Shorthair and Longhair registration and successfully.

I certainly want to recognize Avon, Provisional Registrar. Avon is a great asset to the NZCF. Her knowledge and efficiency is of incredible value.

### **SHOWS**

We welcomed back Sue MacKay as the NZCF Health and Safety Officer who created the Health and Safety Manual and Questionnaire, which assists in the training of our clubs, EC members and Judges and NZCF Event Management teams.

Janice has done a great job organizing this year's National Show, hosted by Canterbury All Breeds Cat club, on Queens Birthday Weekend. I have no doubt it will be a great event and the place to be.

### **JUDGES**

Update to the Judges Manual are ongoing and online contracts for completion by Judges have been introduced. These are just a few of the behind the scenes actions that Deb

has been working on. Deb also introduced a Judges forum, for our judges to converse on any issues and information they may need to discuss.

### **PUBLICATIONS AND MARKETING**

And last but by no means the least of the EC Team, Wendy stepped into this position last year and has taken it up with gusto. She has worked on Flash Cats advertising and new prospects are continually being sought after. She has big plans for an on-line shop and is currently investing the viability of this venture.

I would like to thank my EC Portfolio Managers for the tireless effort they have all put into their portfolios this year.

And of course particularly Chris... who continues to keep the boat sailing and whose valuable partnership and friendship I have come to value beyond words... she does a great job as my 'Devil's advocate' I must say.

Marion, Thanks also for your contribution to the finance of the NZCF, we never have to worry that the security of the NZCF pennies are in the right hands.

Thank you to the membership, your support is not only gratefully received, but is necessary for us all to move this organization into the future, and we need to do that as a team. Committees and membership together.

### **BUSINESS PLAN**

The Executive Council members have spent many hours working on our Business Plan. It is a comprehensive document necessary for planning the future for the NZCF organization. The Business Plan is included.

Thanks to all

**Gaynor Saxon**  
**NZCF CHAIR**

## ***Item 5 Portfolio Managers Reports***

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The reports of the remaining members of the Executive Council, particularly in terms of the immediate past year and how that affects the NZCF plan for the next 5 years.

### ***(a) Business Administration and Finance (Gaynor Saxon)***

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It has certainly been a challenging year for me as this portfolio manager and as the Chair.

I certainly would like to state that despite the negativity about! Statements like 'the membership base is sharply declining! ...that is not the case. Membership tracking is well within reach of the last two - three years and remains constant. Nevertheless, we do have concerns about the lack of younger people coming forward

### **CATTERY ACCREDITATION**

It would be great if more breeders take up the opportunity to have their catteries accredited (12 current accreditations are in place) priority listings on the breeder's

directory are still part of being an accredited cattery. Jody Robinson-Willey has recently indicated that she would be available to assist Chris Lowe with a further review.

## **PREFIXES**

Not having been reported in recent years thought it would be a good indication to include some figures regarding Prefixes in this report to the 2017 AGM really to indicate where the growth areas are. In 2015-16, we had 43 new prefixes registered and 6 ownership changes bringing in younger family members, which is also a positive trend with NZCF not losing the breeders. There has of course been a number of high profile breeders retire.

### Breakdown of the Breeds listed on the Prefix Applications

Burmese	Tonkinese	Siamese	Javanese	British SH	Balinese	Maine Coon
8	1	2	1	6	1	3
Ragdoll	Birman	Persian	Exotic	Burmilla	Abyssinian	Bombay
4	6	5	3	1	2	1
Mandalay	Siberian	Ocicat	Scottish SH			
1	1	2	1			

## **COMPLAINTS**

What can I honestly say about this...? I feel that every year I sound like a broken record, repeating the same thing over and over again.

- **It is not acceptable to sell sick kittens or kittens with genetic issues**
- **It is not acceptable to sell sick kittens with medication**
- **It is not acceptable to refuse to give new owners a change of ownership**
- **It is mandatory to register and change ownership of all cats**
- **It is not acceptable to send harassing or defamatory remarks by email, telephone or posted on any form of social media.**

Unfortunately, these are mostly the issues both Chris and I face regularly through complaints against our members. It is a tiresome and an embarrassing position to be in trying to mediate these complaints to say nothing of the dreadfully bad publicity to the NZCF.

Everyone must remember these issues are in total breach of the NZCF Constitution, Rules and Regulation.

I do beg everyone to be more careful in the way they conduct their breeding and behavior.

## **DISPUTES AND DISCIPLINE PROCEDURE**

A few correction and additions were needed, however it is a working document and time will tell whether there are any other corrections needed in the future.

We have added an important clause:

- 1.4 Where a member is charged / convicted of animal neglect or abuse under the Animal Welfare Act 1999, prefix privileges may be withdrawn.

The DDP has been reviewed and it is hoped it is now on its way to being a procedural document that is easier to follow – there is still an area of concern that the incoming Executive will have to address regarding the initial procedure around mediation and advice.

## **WORLD CAT CONGRESS**

Chris is attending the WCC in Las Vegas as the appointed delegate (and officiating judge at the CFA show being held in conjunction with the event) for NZCF. This is always a very good opportunity to share not only ideas but experiences with delegates from the registries around the world. All delegates are required to make a presentation at the seminar giving updates on achievements and projects that have been put in place or been completed since the last conference. The Cat Health & Welfare policy that BSAC (are currently working on) was considered as a very worthy initiative at the Bangkok Seminar in 2016 and it is hoped that this will provide further consideration and discussion with the participants.

## **HISTORIAN**

Despite other commitments of the NZCF historian, some progress has been made over the last year.

Four lots of donated items have been received as ‘inwards assets’ since AGM 2016, undoubtedly the most historically significant being an almost complete set of NZGCCF newsletters dating back to 1958.

Basic management systems (numbering for boxes, folders, databases, and labelling) have been set up to organise and store both sorted and unsorted items whether they are identified for short- or long-term retention.

Two requests for assistance have been received over the last year, one from the Secretary relating to an NZCF profile, and the other from a club wanting copies of documents relating to their club.

Progress on the inventory the NZCF’s history assets is slow and, for the moment, focuses almost entirely on keeping up with items as they arrive rather than working through those which have been in storage for many years. The total number of items on the inventory at the time of writing is 295, with 118 of those having been added in the last year.

Ann Skilling is doing sterling work adding information to the New Zealand cat fancy timeline, which now stands at 416 entries, which run from 1918 to the present day. This spreadsheet can be selected for different areas of interest: people, clubs (in general or by name), governance, shows, and fees. As well as producing a sketched history of the cat fancy, this will (especially as it continues to grow) assist the historian to answer questions and do research on their own and others’ behalf.

A few items have been scanned and added to the NZCF Digitised History Collection while others (especially meeting minutes) have been found or donated as electronic copies. There are now 106 digital items in the collection. Thousands more are waiting to be

digitised when time permits. One interview / oral history recording was made in February this year but has yet to be transcribed and edited.

The NZ Cat Fancy History page on Facebook has quite a reasonable reach for each post and posts are being shared by a number of NZCF clubs, thus furthering the spread. In the past year, some of the NZGCCF newsletters have been posted and it has only been time constraints which prevent more being done in this medium.

One of the near-future plans for NZCF history is to make copies of the electronic documents in the collection available via the website. The upcoming (personal) loan of a 'pass through' scanner will allow a trial of this technology for fast scanning of the many documents in storage, most of which are expected not to be retained after digitising.

Long-term plans mainly rely on devoting more time to the inventory and digitising work, the collection of written or oral histories from past and present NZCF members, and researching and producing New Zealand cat fancy history articles for Flash Cats.

**Jane Webster**  
**Historian**

**GOVERNANCE DOCUMENTS**

The past year has been fairly straightforward for the governance documents. The 'amendment log' spreadsheet tracks all amendments to the governance documents (from authorisation to appearance on the website) and so far this year 14 amendments have been processed compared with a full year total of 59 amendments for 2016, 26 for 2015 and a part-year total of 13 for 2014.

The standards of points have been brought under the management of the governance documents officer. They are now processed in the same manner as the governance documents, which has allowed for more formal version control and amendment management by making the introduction for each of the two divisions a controlling document for itself and the relevant standards. Now these documents use NZCF-standard:

- issue dates,
- amendment summary (covering the introduction and all standards in the division),
- underlining of changes, and
- entries in the amendment log which includes the authorising authority (minutes, SOP officer, etc.) for changes.
- Work has begun on reformatting the Health and Safety manual to align it with the rest of the NZCF document suite.

The NZCF Business Plan has also been reformatted to a more standard layout and preliminary pages.

In the past year it was recommended that the role of governance documents officer be included with other annual appointments allowing for a fixed term and formal appointment process.

Looking forward, as well as processing necessary amendments, work will continue on the main outstanding project – reformatting the Health and Safety manual.

Jane Webster  
Governance Documents Officer

**Privacy Officer's Report NZCF AGM May 2017 (Deb Armishaw)**

**The Privacy Act controls how 'agencies' collect, use, disclose, store and give access to 'personal information'.**

**The privacy Codes of Practice do the same, but they apply to specific areas - particularly health, telecommunications and credit reporting.**

**Personal information is information about identifiable, living people.**

**Almost every person or organisation that holds personal information is an 'agency'. So, for example, the Privacy Act covers government departments, companies of all sizes, religious groups, schools and clubs.**

As all are aware we are governed by the Privacy Act 1993 and subsequent amendments, this legislation applies in all walks of our lives daily.

It is then with some concern that within the NZCF there are regular breaches of privacy occurring, across the organisation at all levels.

All members are required not to pass on information that they have received from any source, without in the first instance going back to the person that the information concerns.

Please ensure that any information you receive, that you have verified its source, that you have contacted the person it is about and that if it is a matter that has been treated as 'in confidence' or heard 'in committee', there is no right or privilege to share this information.

To share or discuss any 'in committee' or 'in-confidence' out of the bounds that they were first heard in, constitutes a breach of the Privacy Principles, of which there are 12.

**The privacy principles at the heart of the Privacy Act are twelve privacy principles.**

**The privacy principles cover:**

- **collection of personal information (principles 1-4)**
- **storage and security of personal information (principle 5)**
- **requests for access to and correction of personal information (principles 6 and 7, plus parts 4 and 5 of the Act)**
- **accuracy of personal information (principle 8)**
- **retention of personal information (principle 9)**
- **use and disclosure of personal information (principles 10 and 11), and**
- **using unique identifiers (principle 12).**

So moving forward, we as an organisation, need to be more proactive in maintaining privacy for our members.

The past year has been one of chipping away at large projects for both the BSAC and its portfolio manager.

Over the year there have been a few changes in personnel and I would like to record my thanks to the outgoing members, Mike Godfrey, Dorothy Horton, Sue Mackay, and registrar Sue Starrs, and welcome new appointees Zena Pigden and Christine Yeung. Thanks are also due to the people who remained on the BSAC – Jody Robinson-Wildey, Genevieve Rogerson, Maree Roy, and registrars Avon Aspden (BSAC secretary) and Kaye Dixon.

## **Governance**

The 2017 issue of the Standards of Points and Schedule of Breed Codes included updates to the Persian / Exotic standard (adding cinnamon), the Burmese and Mandalay standards (clarifying russet colour descriptions), and the Bengal and Cashmere standards (moving to a TICA-based general type standard).

A large amount of work was done on tidying the Persian / Exotic standards (i.e., primarily dealing with inconsistencies rather than content) but the consultation period was too short to follow through on this so it will be going back to the breed section later this year.

Work is underway for draft policy for formalise a domestic 'breed section' for those members of the NZCF who have an interest in showing cats in the Domestic Division and, subsequent to approval of that, the domestic and companion standards will be reconsidered.

This year is the first election under the administrative 'tidy up' of moving **all** breed rep elections to the **same** two year cycle. It was hoped this would make it easier for everybody to be aware that 'this was election year' and encourage people to stand, but, unfortunately, it doesn't appear to have made much difference. We have made another (minor) change to the breed section rep rules to deal with the representation of breed groups and have a remit at this AGM which would allow our passionate, knowledgeable non-breeders to represent their breed sections.

## **Communication**

Low response rates to breed section consultations continue to be of concern, and also the difficulty in getting clear votes on issues. Often comments are provided instead of votes and this leaves the interpretation of the sometimes wide-ranging comments up to the BSAC, an arrangement that is not ideal. To try to correct this we're working on providing a variety of response forms (including an online survey) which should enable clear votes to be recorded (as well as comments) and also make it quicker and easier for people to respond.

Having a BSAC representative at shows (the suggestion of the Hamilton Cat Club) was trialled at the 2016 National Show and resulted in a number of discussions ranging from the straight-forward misprinted SOPs through to the complexities of health testing and introducing new breeds. Because none of these issues had been raised with the BSAC via email it was considered that this was a successful and useful channel of



communication and so consideration is being given to repeating this at other shows in the future.

## **Cat Health and Welfare**

During the year we were advised of an inherited disorder by the relevant breed section rep. We commend the NZCF members who brought this forward as this enabled information about the disorder to be circulated to their own and related breed sections so that our breeders have the best possible information on which to base their breeding decisions. The BSAC is always available to assist in such circumstances and even if no assistance is required we are always interested in being updated on health issues and test development for any NZCF breed.

Work on the breeding practices policies (for voluntary or mandatory health testing of every NZCF breed) and conformation and health policies (ensuring that standards-driven conformation is not adversely affecting health) continues but has been delayed both by workforce limitations and wanting to get the consultation documents and response documents as clear and useful as possible before they are released.

## **Future Plans**

The future will see the BSAC continuing its work on the breeding practices and conformation and health policies; the consultations, the approval, the introduction and education, and the subsequent review. The standards of points reformatting project will continue, both when standards are amended and updating others when time permits.

Still on the books is researching and making a proposal about a change in structure for the BSAC, possibly considering separating the portfolio manager from the BSAC chairman's role to even out the management of the council and improve its efficiency.

The BSAC continues to be a busy and varied portfolio. Thank you again to the former and current appointed members and the registrars for all the time they put into the BSAC and I hope that other NZCF members will consider putting their names forward to serve on this council in the future.

## ***(c) Information Technology (IT)      Deb Armishaw***

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A lot is happening and continues to happen within the IT portfolio.

Firstly, I would like to say a huge 'thanks' to Peter Davidson, for his ongoing work behind the scenes, in managing the physical side of our ROCAP and Web systems.

Since the November meeting and as discussed at that meeting all EC members, including the Secretary and Treasurer, have been allocated an NZCF email address, using Roundcube webmail. Further the primary registrars (SH PR LH & Honours), have also been allocated NZCF email addresses.

Show packages are being tweaked to be more user friendly and a rewrite of the documentation is also in progress to assist with the delivery of this application.

I would like to see supporting clubs get a better fee per use rate and have advised EC, that I would like this added to the August agenda for EC.

User access to ROCAP will be looked at and tightened up, with access being given to only the areas required to undertake the role the official has, e.g. as a PM it may be read only access is required. This is to allow better compliance with our responsibilities under the Privacy Act 1993.

The work behind the scenes on the payment gateway is progressing and hopefully it won't be long before we have the ability to make payments directly from a secure area on the website. It will be a member's only area, with protocols in place for access, so we meet all obligations under the various legislative and business requirements.

In line with this there is development behind the scenes to make online registrations, transfers of litters and completing membership applications (to name a few), all through the secure members' area and incorporating the payment gateway.

This will require updating a number of our current forms to be filled out as web forms. The process will be that you complete the form, submit it, it then sends emails to the person that will action the form, an acknowledgment to you the submitter. It will include checks to ensure the correct information is entered.

There are new awards tiers in place and work again is ongoing behind the scenes to get the integration of this implemented smoothly into our current system.

Peter has found a number of areas that don't interact nicely and is working through those to have a system that works seamlessly in all areas.

Pedigrees have been updated to have the microchip number printed on them along with this Peter has been working on making changes so that the registrars will be able to enter the microchip number when first adding the cat/kitten/litter.

### **Works to do or in progress:**

- Imported Cats DOB
- Print comments on Pedigrees
- Print Tabby Pattern on Pedigrees
- Notification of expiry of lease agreements (this may not happen until Peter gets further down the track with updating the database)
- Setting up tables to record registering new litters and kitten transfers so that we have an audit trail for enquires regarding missing registrations

### **Webmaster work:**

Update back end process to make adding information easier.

Separating out some of the information on the website, a lot of the information is held in one table and this makes updating confusing.

Some of the information is hard coded into the page and some is not, this also makes updating the pages problematic. Some of this is a crossover to the ROCAP and admin and it has been a help to Peter too be able to cover both.

Lastly but by far not the least, NZCF for the first time are able to vote online in the upcoming elections. This is a huge step for the organization and a system that can only be improved on for next year. I envision (and I haven't run this past Peter yet, lol), going forward it can be used by NZCF for referendums, and other important issues that we need you as members to respond and provide direction to the EC.

*(d) Judges Portfolio*

*(Deb Armishaw)*

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There have been a number of changes, matters resolved and issues raised within the last year between AGM's. There are a number of these that are a work in progress.

**These have or include:**

Updates to the Judges Manual, this is ongoing as it has been some years since a full review was undertaken.

Introduction of online contracts for completion by judges and clubs. It is hoped to have them in place for 2018.

The UTJ/UTH form was revised to give clarity to Judges when utilising these forms at a show. As judges we need to ensure that we use these forms when the need arises. This not only ensures we foremost ensure that the welfare of all cats is paramount, but falls under our obligations of the Health and Safety at Work Act 2015.

Refreshers were held around the country by judges and I'd like to thank the people that took the time to organise and facilitate those.

NZCF still provide sashes for overseas assignments and these have been sent to the relevant judges. If you have an overseas assignment and haven't received a sash or sashes, please contact me at [judges@nzcf.com](mailto:judges@nzcf.com)

A judge's only forum was implemented last year and I wish to reaffirm that this is for judges to openly communicate, to share ideas, if something needs discussion amongst your peers then in the first instance use the forum. Currently it is not being utilised to its capacity.

There were some resignations from the judges' panel in the last year. Those judges were acknowledged with letters thanking them for their contribution to the NZCF.

It has come to the attention of this portfolio and the EC, that matters that should have confidential or have previously been dealt with are being revisited and are being discussed in public forums, in these instances there is not only a confidence breach, there is a clear case of a Privacy Act breach. As judges are ambassadors' of the and for the NZCF it is timely to remind all that as per the Judges Code of Conduct and the NZCF rules and regulations we need to be seen as supportive of our organisation.

A reminder that as per the Judges Manual Refreshers are to be held on an Annual basis, though given the costs involved for judges having to travel some distance in some cases there is another opportunity for completion of an on-line refresher. It won't be mandatory but will allow flexibility. If judges still wish to meet in person then that is also an option.

It has been disappointing to say the least given the feedback received over the past year, that when submissions are called for and when judges are asked to contribute, communicate and support the portfolio and their fellow judges, these requests are met with a vacuum of silence.

Following is what I believe that we as Judges, all should take on board and follow.

### **Definition of an NZCF Judge**

**Professional; Knowledgeable; Impartial.**

**An NZCF Judge has experience which includes dedicated years of learning their craft. It is up to each NZCF Judge to promote and conduct themselves in a professional manner at all times, in and out of the show hall.**

**Through experience and continual study, they must demonstrate sound knowledge of the breeds they judge. As breed standards are continually being revised and new breeds are being added to, it is the responsibility of a Judge to judge by the NZCF standard currently in effect.**

**They must demonstrate sound judging procedure, along with a thorough knowledge of NZCF Rules. Good procedure is essential. Without it, no judge can inspire the confidence of exhibitors and spectators.**

**It is essential that fanciers have complete faith in the impartiality of judges. There should be no doubt that the judge's decisions are based solely on the merits of the exhibits as they appear on that day.**

Finally, I'd like to thank all the people, working in the background, that have assisted myself in the management of this portfolio. Without your support and assistance this would have certainly made the task far harder.

### ***(e) Registrations Portfolio Report    Annette Dunn***

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This is my first and last report, as Registration Portfolio Manager, to the NZCF AGM. I am not seeking re-election to the EC.

Thank you so much to Avon, Sue and Kaye for all their efforts to keep the registry current and accurate over the 2016 year. My special congratulations go to Avon for being awarded the NZCF Life Membership award. You are an amazing lady whom I really admire. You continue to work hard for the NZCF and I wish you and Martyn well for the journey ahead.

Thanks to Kaye for taking on both the SH & LH Registrar roles for this year. You are a wonderful woman and I am sure our members are thrilled with the speed in which you complete their registration requests. Your cheerful, helpful manner is a real asset to the NZCF.

Marion is also a special part of the registrations' team. Thank you for your dedication, hard work and the many hours you give to the NZCF. Your efforts really are appreciated by the Registrations' Team!

Jane is the "Registrations Buddy" and I was delighted to work alongside her and the BSAC. Jane always gives her best with her many roles and is an honest and reliable worker for the NZCF. Thanks Jane for all the work you unselfishly do for the NZCF.

Chris also assists within this Portfolio. Often as the first “port of call”, when things have not gone to plan” with breeders and the new owners, Chris tries to get things back in order and obligations fulfilled. Thanks Chris for the efforts you willingly give to this area.

**CAT/KITTEN REGISTRATIONS, TRANSFERS & OTHER FOR YE 31/12/16**  
**(With YE 31/12/2015 Comparison)**

<b>Registrations</b>	<b>Regular</b>	<b>Late</b>	<b>Import</b>	<b>Total</b>
	<b>2016</b> (2015)	<b>2016</b> (2015)	<b>2016</b> (2015)	<b>2016</b> (2015)
Longhair	466 (411)	47 (49)	20 (19)	533 (479)
Shorthair	366 (392)	34 (27)	23 (6)	423 (471)
Provisional	85 (108)	2 (6)	15 (15)	102 (129)
<b>Total</b>	<b>917</b> <b>(910)</b>	<b>82</b> <b>(82)</b>	<b>58</b> <b>(86)</b>	<b>1057</b> <b>(1078)</b>

<b>Transfers</b>	<b>Regular</b>	<b>Breeding</b>	<b>Total</b>
	<b>2016</b> (2015)	<b>2016</b> (2015)	<b>2016</b> (2015)
Longhair	1087 (990)	114 (127)	1201 (1117)
Shorthair	1037 (984)	81 (96)	1118 (1080)
Provisional	186 (188)	10 (17)	196 (205)
<b>Total</b>	<b>2311</b> <b>(2162)</b>	<b>205</b> <b>(240)</b>	<b>2515</b> <b>(2402)</b>

<b>Other</b>	<b>Changes</b>	<b>Exports</b>	<b>Lease</b>	<b>Pedigrees</b>	<b>Total</b>
	<b>2016</b> (2015)	<b>2016</b> (2015)	<b>2016</b> (2015)	<b>2016</b> (2015)	<b>2016</b> (2015)
Longhair	8 (33)	28 (24)	1 (4)	45 (45)	82 (106)
Shorthair	7 (17)	17 (21)	- (2)	44 (31)	68 (71)
Provisional	1 (12)	2 (3)	3 (-)	7 (-)	13 (15)
<b>Total</b>	<b>16</b> <b>(62)</b>	<b>47</b> <b>(48)</b>	<b>4</b> <b>(6)</b>	<b>96</b> <b>(76)</b>	<b>163</b> <b>(192)</b>

There are a number of issues the registrars have asked for improvements within the ROCAP system to make their role more efficient. While some of these have been addressed, more hopefully will be actioned soon.

Microchip numbers now appear on pedigrees and I’m sure Peter will have them also appearing on the registration and transfer forms before much longer.

The Online registrations process still needs improving, so that the registrars receive concise and relevant information. The receipting area needs worked on so that all transactions processed within the ROCAP system are accounted for.

As the ROCAP system ages and/or reaches limitations, I wonder if we should investigate, consider and look into the Phoenix project run by GCCF. I understand that they process registrations etc. for at least one external country at present. Health and DNA test results could be tracked using this registry in the future. Improvements are being made to it all the time and a huge amount of money has been spent on it so far. They may well provide a better show package option to consider.

Thank you to my family and friends in the NZCF who have supported me with the stresses of life as an EC member.

I am leaving due to personal commitments in the future which prohibit me from committing to a full 3 year term. Part of that is the reason why I won't be attending the AGM this year. I will be in Australia, attending an International Education Conference for my "real job".

Reflecting back to when I was nominated for the EC, I had stated this in my Biography: *"I am loyal to this organisation and I do believe in equality for all members. I want to see the Cat Fancy prosper and for our members to feel like they belong to a trustworthy, well organised, people friendly organisation which can live up to the respect which we enjoy worldwide. I always try to do my best for the Fancy and as an EC member. I am committed to the ongoing improvement and development of the NZCF."*

I do regret leaving the EC when so much needs to be done to repair and restore relationships. It is always important to remember that getting to the top should not come at the expense of some and standing on the shoulders of others.

I do sincerely wish the new members coming onto the EC a smooth transition. Just keep your head held high and remember that you need to account for your actions. You need to measure the honesty of your work. Stand up for what is right and ethical and you will earn the respect of those who matter.

Best wishes,  
Annette  
NZCF Registrations Portfolio Manager

*(f) Shows Portfolio*

*Janice Davey*

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## **2016 Show Season**

2016 season had a very positive outcome for the NZCF and its members. I would like to thank Annette for the work she had done within the Shows Portfolio. Annette worked with Palmerston North Cat Club who hosted the National Show and the Palmerston North Cat Club put on a great show, with beautiful cats and great Judges. Thank you to the Club and Annette.

The Awards dinner for 2015 winners was held on the Saturday evening before the National Show and it was well attended, with a lot of new faces.

The shows that I personally attended in 2016 were very well run and organised and people were only too happy to help anyone and also showed very good sportsmanship (which is what it's all about).

NZCF Flash Cats published a lot of great photos in the 2016 show season and all photos were in colour. Some clubs wrote articles for Flash Cats and sent in "on the day" show photos. We have had NZCF Annual Award winners, National Show winners, and the list goes on. Gaynor has done a great job, thank you.

## **2017 Show Season**

**Health and Safety** within the NZCF has all club, EC members and Judges on board. Last year the H & S Officer Sue MacKay updated the H & S Manual and put together a questionnaire. The questionnaire is to help train the Club reps, EC members, Judges, or anyone who is running an event on behalf of the NZCF.

This year we have introduced a new form called 'In Any Emergency' which is to accompany all Club Show Schedules. The more information exhibitors have the better and then if there is an emergency the club has the contact list on hand which makes the H & S Rep job that much easier. I would like to thank Sue Mackay for all her hard work, putting the manual and questionnaire together. Sue also has a full time job as an Ambulance Officer and works very hard for the NZCF.

**The National Show for 2017** is being hosted by the Canterbury All Breeds Cat Club and is to be held on Queens Birthday weekend. The club is running a seminar on the Monday with several of the overseas judges presenting topics.

It takes 24 to 48 hours for a **Show Schedule** to be placed on the web site (if all is good and it has not been returned to make changes). I would like to suggest that clubs get their Show Schedule put up six weeks before the closing date on the Schedule.

The **Show Package** computer program has had a lot of work done on it to make it more User friendly. Debbie is working with Peter who is the new IT person. What we would like is feedback from Clubs that use the show package this year.

**New Title Points** have been introduced for this show season. To eligible you have to be a Gold Champion or a Gold Premier and you have to get Best in Show, or Best Opposite of Sex, and must be in the Top Ten. The new names for the title points are Ruby/Diamond/Emerald.

## **What's coming up for 2018 Show Calendar**

Hosts are still required for the **2018 & 2019 National Show** I will welcome all expressions of interest in holding this important event on our show calendar.

**Show Day Representatives** I will be working on a procedure for the appointment of representatives who will be an NZCF person responsible for assistance and feedback on show day matters.

## **Acknowledgments**

I wish to thank Gaynor for her support as Chairperson, Chris Lowe for all her hard work and help. Marion Petley our Treasurer and Peter Davidson our web master who puts the

Show Schedules up on the website. The other person within the show group is Joan Hill, who works very hard with our point's system and show package. I would also like to thank Gaynor Saxon again who also at the drop of a hat has helped me with the articles for Flash Cats, show news and any other promotion work for the NZCF. Debbie Armishaw has been very supportive as my EC appointed buddy to the shows portfolio.

### *(g) Publications & Marketing*

*Wendy McComb*

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Thanks for taking the time to read my first annual report in my position of Publications & Marketing.

Where has the year gone, coming onto the EC as new blood I really had my eyes wide open with the lengths the EC goes to run an efficient organisation.

I had come onto the EC with huge ideas to implement and change the outlook and perception of the EC.

How wrong I was there is never a quick fix but what the EC does and remember most positions are voluntary in my view is amazing to keep all us dedicated breeders in line.

To me I have just started and would love to carry on in this position as I still have ideas I would like to put forward.

#### **Goals for Flash Cats**

1. Choice for breeders whether to receive the magazine or not
2. Make the magazine pay for itself so then a deduction in our membership fee
3. Attract new business to advertise new products thus reducing our cost to NZCF
4. Work in with the Kennel Club so our magazine can expand.
5. Trial run into a few book shops

#### **Goals for Publications and Marketing**

Trial at Auckland Easter Show manned by EC members our on line shop with the lead up to going on line, at this stage only selling to breeders with visions of expanding

I am always open to new ideas and being part of the Cat Fancy for 30+ years I now would like to carry on giving back to the Cat Fancy the pleasure and enjoyment belonging to this organisation has given me. Instead of sitting back put your name forward for new projects and give it a go.

### *Item 6 (a) Treasurers Report*

*Marion Petley*

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## **NZ CAT FANCY INCORPORATED TREASURER'S REPORT TO THE 2017 ANNUAL GENERAL MEETING ON THE FINANCIAL STATEMENTS FOR THE YEAR-ENDING 31/12/16**

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### **Introduction**

The Financial Statements of the NZ Cat Fancy Inc. for the year-ending 31/12/16 are to be presented for adoption at the 2017 Annual General Meeting.



The operating result for the year was a net operating profit, after depreciation and tax provision, of \$10,592, against a budgeted profit of \$5,520, and a profit for the 2015 financial year of \$9,262. This represents a positive variance of \$1,330.

Acknowledgement should be made once again to our portfolio managers (Executive Council members) for their willingness to again curb all but essential expenditure during the year.

As mentioned in my reports over the last four years, our income is basically derived from four main sources, namely, the activities of Publications (Flash Cats), Registrations and Shows, and Membership Fees. Tabulated below are these figures for the last four years:

<b>INCOME</b>	YE 31/12/16	YE 31/12/15	YE 31/12/14	YE 31/12/13
Membership Fees (Total)	24,598	23,352	23,764	24,636
Publications (excl Mship Fees)	8,742	10,688	8,080	7,236
Registrations	49,057	50,909	50,852	52,275
Shows (excl. Mship Fees)	32,300	27,908	26,771	28,928
<b>TOTAL</b>	<b>\$114,697</b>	<b>\$112,857</b>	<b>\$109,467</b>	<b>\$113,075</b>
Increased/(Decreased) Income	\$1,840	\$3,390	(\$3,608)	

So in 2016 the income from our four main sources showed an increase of \$1,840 over the previous year.

### **Activity Results Summary**

Our seven Activity accounts, (detailed on pages 4-6 of the Financial Statements), showed a total profit of \$41,225, which was in line with the budgeted \$40,940, but \$3,000 down on the actual the 2015 figure. Items of note were:

- IT - underspent the Resource Development budget by \$3,500
- Publications – Flash Cats Advertising Sales were down by \$2,400
- Shows - Benching Fees budget of \$25,300, which included the 20% (\$1.00) increase, was not realised with a reduced amount of \$23,300 only being received

### **Operating Revenue and Administration Expenditure**

#### Other Revenue

Total Other Revenue was recorded as \$29,500, which exceeded the budgeted \$24,000 by \$5,500. This was attributed to the reimbursement received from NZCAC for our representative travel (+\$1,750), plus a slightly increased membership take (+ \$2,200). The increased comparative 2015 Revenue figure included an additional \$13,500 relating to the 2015 National Show Seminar.

(2015 \$41,210)

### Membership Numbers

It is encouraging to report that membership numbers have now maintained at a similar level over the past three years. Membership statistics for the last six years were:

	2016	2015	2014	2013	2012	2011
Affiliate (Clubs)	27	28	28	30	32	32
Associate(incl Family)	106	100	107	121	119	57
Full	327	342	348	363	381	373
Family (Additional)	85	87	87	86	99	102
Junior	8	7	2	7	-	2
Life	4	3	3	3	3	4
TOTAL	<b>557</b>	<b>567</b>	<b>575</b>	<b>610</b>	<b>634</b>	<b>570</b>
Increased/(decreased)	(10)	(8)	(35)	(24)	64	

### Administration Expenses

Total expenditure, after depreciation, came in at \$59,100, which was only \$600 over the budgeted \$58,500. The only variances over \$1,000 were EC Expenses at \$1,400 under budget, and Liaison Expenses at \$1,360 over budget. (2015 \$74,743)

### **Summary**

An operating profit of \$10,592 for 2016 against a budgeted profit of \$5,520 and the 2015 profit of \$9,262 was a pleasing result.

- (b) **“That the 2017 AGM of the NZCF accepts the 2017 Budget as presented.”**
- (c) **“That the 2017 AGM of the NZCF endorses the 2018 Financial Forecast as presented.”**
- (d) **“That the 2017 AGM of the NZCF approves the appointment of Fluker Denton Ltd of Levin to carry out the audit of the NZ Cat Fancy Inc. year-end financial statements for the year-ending 31/12/17.” (Constitutional Clause 20.1)**

## **Item 7 Proposed Constitutional Amendments**

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**There are no Constitutional Remits for the 2017 AGM**

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**8.1G Executive Council**

That General Rules and Policies, para 3.26 (including sub paragraphs a. and b.) be altered to read: **“Breed section representative elections are held every two years at the same time as other NZCF elections. Breed section representatives must be members of the relevant breed section. Only members of the relevant breed section may nominate and vote to elect by postal ballot a breed representative to serve a term of 2 years.”**

**Rationale:** This change removes the requirement for a breed section representative to hold an NZCF prefix, thus opening up the role to non-breeder (or former breeder) breed section members

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**8.2G Mid Island Cat Club Inc**

**“Proposal that this AGM recommend that the EC deal with the following situation by amending the appropriate show rules.”**

**AND** that the following be included in the judges Manual 1.38

- a. That all supervising judges are informed in writing at least 2 weeks prior to a show and are required within 3 days to accept or reject the assignment of supervision.
- b. All supervising judges must make contact with the trainee judge prior to a show day regarding supervision and check that all necessary papers (file) are in place. (this can be added to 1.41)
- c. All Club Secretaries must be informed at least 2 weeks prior to a show and it is the club secretary’s responsibility to inform the Show Manager.
- d. NZCF must clearly define the financial responsibilities to the club for the supervising judge/s.
- e. That on the supervision report the inconsistency between “sighted” and “unaccepted/declined” be addressed.

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**Rationale re: supervision at Club shows**

Note that the Guidelines regarding supervision appear to have almost disappeared from NZCF rules.

Supervision requires the judge being supervised, the judge supervising, the club secretary and show manager be informed in writing 10 days prior to a show.

Over the last year this has happened in a haphazard manner to the point it has put show officials and judges in embarrassing situations. It is good management and manners to inform everyone involved well in advance rather than on the day or night before a show. This allows everyone concerned time to prepare in a professional manner.

Judges in training need to have a professional supervisor who has time to talk with and discuss areas that are the focal point of the supervision. Club secretaries and the show managers need to know their obligations to a visiting supervisor. For example is the club responsible as a host for food? It is noted that accommodation and travel is the responsibility of NZCF).

**Item 9** Discussion & Approval of plans for the balance of the current and next five (5) calendar years.

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**Item 10** Any Other Business (with the leave of the meeting any other matter that the meeting decides to discuss)

**Attachment 'A'** – Auditors Report  
**Attachment 'B'** – 5 year Business Plan

Chris M Lowe  
Secretary NZCF

