



NOTICE TO ALL OFFICERS, OFFICIALS, MEMBERS, AFFILIATE CLUBS OF THE NEW ZEALAND CAT FANCY INCORPORATED A MEETING OF THE EXECUTIVE COUNCIL WILL BE HELD at the Bay Plaza Hotel, 40 Oriental Parade, Wellington 6141. Commencing at 9.00 am Saturday 13th July 2019

Item 1 Attendance & Apologies

Item 2 Confirmation of Minutes of EC Meeting

- 16th-17th February 2019
- Teleconference Meeting 11th March 2019
- Post AGM Meeting 12th May 2019

Item 3 Matters Arising from the Minutes

16 -17th February 2019 Minutes:

Page 2 Matters Arising November Minutes - line 4 - (referred to Breed & Registration Report) should read “Breeders”

Page 3 Templecat recording and correction to be clarified

Page 4 Item 5 Succession Planning – line 3 “if they are not re-stand” to be re-worded to “ if they are not intending to stand”

Page 5 Action point: - line 1, Governance Officer to be corrected to “Governance Documents Officer”

Page 6 Secretary’s Report – corrections to - 2nd paragraph “regrettable” to “Regrettably” and 3rd paragraph “fulfil” to “fulfil”

Page 7 Membership Coordinator’s Report – 1st line “present” to “presented”

Page 7 DDP Review – 1st line - “subcommittee to the progress” change to “on” and “Resolved: that DDP’s Review be accepted” be reworded to “Resolved: that DDP’s Report on the Review be accepted”

Page 8 Privacy Officer Report – Resolved: that the PO’s Review” be changed to “Report”

Page 8 IT Report Proposed by changed to Resolved

Page 9 Paragraph 4 – BSAC’s report – to read “BSAC PM’s report”

Page 9 Shows report – paragraph 3 – Canterbury Cat Club, be recorded as Canterbury All Breeds Cat Club.

Page 11 First Paragraph, 2nd line – registry’s to “registries”

Page 11 Item 8 Governance Officer to be corrected to “Governance Documents Officer”

Catz Inc was confirmed by ILO as being a current member of WCF with memberships to be renewed end of Feb 2019

Succession Planning – Chair to follow up with GDO to prepare submission for AGM

Teleconference 11th March 2019 Minutes

- Date 16 March to be added
- Constitutional Remits - Governance Officer to be corrected to “Governance Documents Officer”

Post AGM meeting 12th May 2019 Minutes

- Item 3 – Portfolio’s to Portfolios
- Item 4 – 2021 AGM date confirmed for the 2nd weekend in May – 2020 and state date – 9th
- Item 6 – 2nd item last bullet point – “docs or our version” to “for”

Item 4 CORRESPONDENCE

“That inwards correspondence is received and outwards endorsed.”

Item 5 NZCF STRATEGIC PLAN REVIEW/UPDATES

- Succession Planning
- Business Plan updates

Item 6 GENERAL BUSINESS

Goal 1: Providing High Quality Governance and Operational policies and procedures are used to govern the management of the NZCF, the Executive Council, and shows licensed under the rules of the NZCF;

- (a) Health and Safety - Employers Services Proposal and Manual update
- (b) Adopting a NZCF Social Media Policy
- (c) Governance Documents Officer recommendation that the amendment as per the Feb and Aug 2017 EC meeting minutes, which both refer to adding the two-yearly requirement for judges to complete a Health & Safety exam to the General Rules and Policies and Judges Manual, be revisited, as it is not good practice to have the same policy in two separate documents. Judges Manual has already been updated to have this included (para 1.53A).
- (d) Show Program update

Goal 2: Providing Information to promote knowledge and interest amongst breeders, owners, exhibitors, and the general public of the registration, breeding, and exhibition of cats.

- (a) Doms and Coms registration
- (b) Cattery Accreditation process
- (c) BSAC 16 streams from AGM minutes
- (d) Breed Reps – Breeds with no nominated representative

Goal 3: Providing Assistance to promote, foster and encourage best practices in the breeding of cats registered with the organisation.

Goal 4: Promoting improvement in health and welfare of NZCF member's pedigree, companion and domestic cats.

Item 7 PORTFOLIO MANAGERS REPORTS

7.1 Finance & Administration

TREASURER REPORT Marion Petley

SECRETARY REPORT Sharon José

a. Governance Documents Officer Jane Webster

EC CHAIR REPORT David Colley

a. DDP Review Alex Ladyman

7.2 Breed Standards Advisory Council (BSAC) Lyall Payne

7.3 Breeders/Registrations Jo Woodrow

7.4 Information Technology (IT) Marie Prendergast

7.5 Judges Sheree Russell

7.6 Marketing/Publications Alex Ladyman

7.7 Privacy Officer Lyall Payne

7.8 Shows Sheree Russell

a. Health and Safety Sue MacKay

Item 8 Any Other Business