

The 53rd Annual General Meeting of the New Zealand Cat Fancy Incorporated, was held 10.00 AM Saturday 20th April 2024, at the Rydges Wellington Airport, 28 Stewart Duff Drive, Rongotai, Wellington.

Due to a cancellation of her flight, the Chair attended via Teams, welcoming everyone & thanking those attending. The meeting began with a moment of silence in recognition of those members we had lost over the past year, particularly Maree Roy, who always attended the AGMs, and Dianne Head, who had rallied other members on Herald Island to meet at her place to attend the last AGM via Teams.

## Item 1: Attendance & Apologies

### In Attendance

Marion Petley, Sharon Jose, Janice Davey, Lyall Payne, Marie Prendergast, Sheree Russell, Christine Yeung, Mushfik Yeung.

### Present via Teams

Ngaire Dixon (Chair), Fred Haslemore.

### Apologies

Emma Kimberley & Ann Skilling.

**Resolved:** That apologies be accepted

**Moved: Christine / Lyall**  
**For: 61 / Against: 0 / CARRIED**

### Voting Strength

- 8 attending, 51 registered proxies & 2 attending via Teams giving a total voting strength for the Business section of the meeting as 61, with postal & online voting, the voting strength for the Constitutional Remits is 106 and General Remits 103.

**Resolved:** That the voting strength be accepted

**Moved: Ngaire (chair)**  
**For: 61 / Against: 0 / CARRIED**

## Item 2: Election Result

In accordance with Constitutional Clause 21.10 a. Announcement of the Results of the Executive Council Election.

Ngaire Dixon	Total Votes: 65
Sheree Russell	Total Votes: 49
Christine Yeung	Total Votes: 40

Ngairé Dixon & Sheree Russell were announced as being the successful candidates for the two 3-year terms and Christine Yeung as the successful candidate for the one-year part term seat.

### Life membership:

John Smithson            For: 65 / Against: 16    Life membership accepted (80.2%)

Congratulations were extended to John on his new status. John will be presented with his life membership pin at the next available show that he attends where either the Chair or Vice Chair will be present.

## Item 3: Minutes of the Previous Meeting & Matters Arising

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### Minutes of the 52nd AGM held 29th April 2023

**Resolved:** That the Minutes of the NZCF 2023 AGM be accepted as a true & correct record of the meeting.”

**Moved: Sheree / Seconded: Lyaal**  
**For: 61 / Against: 0 / CARRIED**

### Matters Arising

A question from the floor regarding My Rover and where that was up to.

The Chair gave an update on this - around 3-4 months ago 10 Breeders trialed the system, and from this there has been several improvements made, which includes:

- The frequency of the time that people can elect to have flea and worm products sent to them.
- The product they want sent, so they can select the product now.
- The start date can be delayed by 1-3 months, as kittens have already been treated when they go to their new homes.
- All NZCF members, can take advantage of the flea and worm subscription and can also purchase product through the My Rover store.
- My Rover has also extended this offer for dogs that members own as well, so you can now get your dog and cats flea & worm treatment together.

## Item 4: Chairpersons Report [Ngairé Dixon]

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The Chairs report was taken as read but highlighted some of the achievements over the past year.

- We have managed to achieve a lot over the past year with the help and support from the small number of people we have in our organisation.
- Discussions have been held around how to move NZCF into the future.
- Our financial situation is strong thanks to the efforts of the Treasurer who does an amazing job pulling everything together.
- Membership is showing a small growth, which shows we are going in the right direction.
- Relationship building with two key partners, Purina Pro Plan and Pet Cover, which are making great progress, Purina Pro Plan are in the process of designing new brochures for NZCF, which we are very excited about.

- As an organisation, we are seeing tough times for breeders and our Affiliated Clubs, with kitten sales becoming difficult and the cost of running shows becoming quite prohibitive, we need to look at ways that we can assist to keep our organisation moving into the future.

The floor was opened for questions or comments, with there being none it was moved this report be accepted.

#### 4a: National Disputes Coordinator [Linda Flude]

There were no complaints filed throughout 2023.

#### 4b: Privacy Officer [Lyll Payne]

There have been no requests made or issues on the Privacy front.

**Resolved:** That the Chair's report be accepted.

**Moved: Ngaire  
For: 61 / Against: 0 / CARRIED**

## Item 5: Portfolio Managers Reports

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The reports from the remaining members of the Executive Council.

### 5.1: Breed Standard Advisory Council (BSAC) [Lyll Payne]

The BSAC report was not available at the time the agenda went out but was issued prior to the AGM.

A heartfelt acknowledgement of Maree Roy, and the tremendous contribution she made to the BSAC and NZCF in general in the many roles she filled over the year, such a tremendous loss to the all the cat world.

A Big thanks extended to those members of the BSAC, all of whom are very dedicated to the BSAC and do a great deal of work.

While it can be a struggle to get everyone together at the same time, regular meetings have been a major success with scheduling work.

The BSAC Chair is still vacant, however appreciation is given to the past chair who often still fills the gap.

New work currently on the table:

- Dual registration of Persian offspring of Exotics
- Resolve conflict between code for this (PER (e) in Registration Rules and PER/EXO in Schedule of Breed Codes
- Circulating Consultations
- Breed reps have been consulted on best practice of managing consultations – this is ready to forward to EC.
- Burmese standard
- To examine apparent conflict between profile description and faults. Under action

The floor opened for comments or questions. It was noted that the Burmese breed seems to have come off the list of breeds that need to have the Health & Conformation policy completed. This will

be checked and added back on if it had fallen off the list. With no other questions, it was moved this report be accepted.

**Resolved:** That the BSAC report be accepted

**Moved: Lyall / Seconded: Marion**  
**For: 61 / Against: 0 / CARRIED**

## **5.2: Breeders & Registration Portfolio [Marie Prendergast]**

The B&R report was then taken as read.

Thanks was expressed to the three registrars for all their hard work and diligence; it is not an easy task, and they all do an amazing job. Also, to the Secretary for all the hard work she puts in and to the IT Team who have worked so hard trying to resolve some of the issues on getting the registration & transfer online forms working along with other registration updates that have been done throughout the year.

There are items on the to-do list aiming at supporting breeders, that will be brought to meetings over the coming year.

Thank you to those breeders who ensure registrations and transfers are done correctly, this is vital to the integrity of our registration database. There have been challenges throughout the year involving those who aren't so diligent!!

**Resolved:** That the Breeders & Registration's report be accepted

**Moved: Marie / Seconded: Lyall**  
**For: 61 / Against: 0 / CARRIED**

### **5.2a: Animal Welfare Liaison Officer [Alex Ashkettle]**

No report provided.

### **5.2b: NZCF Representative – Companion Animals NZ (CANZ) Board [Zena Pigden]**

No report provided.

### **5.2c: NZCF Representative Trustee - Companion Animal Trust [Zena Pigden]**

No report provided.

**Resolved:** That the Breeders & Registration's report be accepted

**Moved: Marie / Seconded: Lyall**  
**For: 61 / Against: 0 / CARRIED**

## **5.3: Business Administration [Sharon José]**

This report was taken as read.

Monthly Executive Council meetings, while creating tight timelines for getting Agendas and minutes out accordingly, the streamline of business is far more efficiently, where matters can be dealt with far quicker than previously.

Teams calling is all but up and running with just one more to set up before the switch over is completed.

Thank you to all the Executive Council members, the Registrars, and other officials out there for all the hard work put in during the year, these running of these roles is so important.

#### 5.3a: Governance Documents Officer [Jane Webster]

Thanks was expressed to Alex Ashkettle for all her work with the Governance Documents over the past year, and to Jane for stepping back into the role a little earlier.

All amended Governance Documents and Standards of Points were completed and circulated, sending these electronically will be looked at, as many judges and clubs no longer want paper copies.

There are 9 outstanding amendments to be completed, 4 of which are from the previous year and four minor format corrections which will be included in the next print, with the project of updating all the Standard of Points to the new format underway, with 20 of the 52 now completed.

**Resolved:** That the Business Administration report be accepted

**Moved: Sharon / Seconded: Marie  
For: 61 / Against: 0 / CARRIED**

#### 5.4: Information Technology (IT) Portfolio [Christine Yeung]

This report was taken as read.

Acknowledgment to all the work the team has put in over the past year, there are currently only two people doing the work with another assisting with testing, which is also greatly appreciated. There are currently two vacant positions that are essential to be filled.

A ticketing system for lodging job requests is underway, as currently these come from so many different sources, they can be very hard to keep track off, this will allow streamlining along with the ability to produce statistics for the volume of work that comes through this portfolio.

The online registration form is not far off, it will be very exciting to get that off the list.

There have been a few things that have come in that have been important to get completed such as setting online voting up for the AGM, which have to jump the queue, which means tasks on top of the priority list have had to wait, while it is acknowledged that this may be frustrating for those waiting for various things to be done, with only two people being able to complete the work, things cannot be done as fast as required.

A procedure system needs to be established, so that when new breed codes etc. are introduced or changed, IT and other portfolios or officials are informed so that these can be integrated into ROCAP, the Show package or uploading onto the website can be completed at the time required, as these don't happen automatically, they need to be manually done. This can create a lot of extra work if they get left, as has been the case previously. Having proper procedures with a ticking system would be beneficial all-round.

The setting up of change phrases is being looked at, which establishes what needs to be changed during certain parts of the year, which would take priority at that time, such as with the AGM online voting.

**Resolved:** That the IT report be accepted

**Moved: Christine / Seconded: Janice  
For: 61 / Against: 0 / CARRIED**

### 5.5: Judges Portfolio [Sheree Russell]

The Judge's report was taken as read.

Acknowledgment the passing of two wonderful ladies both of whom, where judges who dedicated many years to NZCF, Elizabeth McGraw and Maree Roy, and thanks where also extended Margaret Harris, for the years she has also dedicated to NZCF before her retirement from the Judges panel.

2023 saw most shows going ahead, meaning most of our judges got back on the floor, with many also venturing overseas as well.

Thanks is extended to the sub-committee who have put a lot of work into the Judges Manual review, this is progressing well.

Question around refresher courses for stewards and handlers, due to the number of complaints being received on mishandling of some breeds. These should be looked at being a requirement every two years to remain on the list, it can be an online seminar, which could possibly be included in the judges manual.

**Resolved:** That the Judge's report be accepted.

**Moved: Sheree / Seconded: Lyall  
For: 61 / Against: 0 / CARRIED**

### 5.6: Publications & Marketing Portfolio [Janice Davey]

The P&M report was taken as read.

Thanks is extended to the Flash Cats Editor for all the time she dedicates to this publication. The Portfolio Manager would like to see more members submitting items for inclusion.

A reminder that this magazine is also sent overseas so it is a great place to advertise your cattery.

Work is constantly going on behind the scenes to gain new advertises for the magazine.

This year there are plans to get the Flash Cats available electronically, with the IT team organising these to be available from the website.

We are currently looking at producing a calendar that will be produced annually once set up, these can be individualised for breeders, clubs, or schools alike. Once it is ready to go a flyer will be included in Flash Cats which will include prices etc.

A point was raised from the floor, after being contacted by their local vet, the member wondered if past copies could be distributed to local vets, so that they and their clients can be made more aware of NZCF and what the organisation is about.

#### 5.6a Historian [Jane Webster]

Great work continues behind the scenes to ensure the NZCF documents are stored correctly, with past records slowly being digitalized.

**Resolved:** That the Publication & Marketing report be accepted

**Moved: Janice / Seconded: Lyall  
For: 61 / Against: 0 / CARRIED**

### 5.7: Shows Portfolio [Sheree Russell]

The Show's report was taken as read.

2023 was a successful year for shows, thank you to the clubs and their committees who help to get these shows up and running, It does however, need to be highlighted that many clubs have a great deal of difficulty sourcing helpers on the day, it is reminded that without handlers, stewards and scribes, shows cannot happen, so please think about being more involved to assist these clubs in running their shows.

Discussion regarding Steward & Handler refresher courses, as highlighted in the judges report, particularly around the handling of some breeds and incomplete paperwork being submitted, while many clubs have their own style of paperwork, the information needing recording is basically the same, so online refreshers could assist in this area.

The floor opened for comments or questions, as there were none, the report was moved to be accepted.

#### 5.7a: Health & Safety Officer [Christine Ryan]

A breakdown report was supplied, showing 8 incidences recorded during 2023.

A few points were raised around the incident of the asthma attack caused by Feliway, which needed to be flagged: the first being that Feliway is not an aerosol, secondly there was supposed to be a working group set up to look at this, which still needs to be address. A term of reference for this group was submitted, but some points needed to be amended for it to be accepted and this is still sitting on the to-do list, which needs to be prioritised and moved along. At this stage to suggest clubs consider banning it may be premature as it was pointed out that the disinfectant sprays that clubs use is also setting asthma attacks off, so there needs to be procedures set in place to deal with the bigger picture rather than just targeting one product.

**Resolved:** That the show's report be accepted

**Moved: Sheree / Seconded: Marie  
For: 61 / Against: 0 / CARRIED**

### Item 6: Treasurers Report [Marion Petley]

#### NZ Cat Fancy Incorporated Treasurer's Report to the 2024 Annual General Meeting on the Financial Statements for the Year-Ending 31/12/23

Taken as read. Marion read her report and highlighted:

<b>INCOME</b>	YE 31/12/23	YE 31/12/22	YE 31/12/21	YE 31/12/20	YE 31/12/19
Membership Fees (Total)	26,256	26,204	25,091	24,447	25,220
Publications (excl Mship Fees)	8,170	11,516	14,912	12,106	9,235
Breeders Registrations & Tfers	57,389	61,651	59,262	50,702	48,412
Shows (excl. Mship Fees)	22,574	14,630	24,307	521	24,813
<b>TOTAL</b>	<b>\$114,389</b>	<b>\$114,001</b>	<b>\$123,572</b>	<b>\$87,776</b>	<b>\$107,680</b>
Increase/(decrease) income	380	(9,571)	35,796	(\$19,904)	(\$1,616)
% Increase/(decrease)	.3%	(7.75%)	40.78%	(18.48%)	(1.48%)

It is noted that this 2023 total income of \$114,389 from these four sources was virtually the same as last year. Membership Fees held at the 2022 level with actual numbers of 522 for 2022 and 525 for 2023, Publication sales reduced by (\$3,346), Registrations reduced by (\$4,262) and shows increased by \$7,944.

#### Activity Results Summary (Gross profits)

Our seven Activity accounts (detailed on the Financial Statement pages 5-7, with the Summary on page 8), showed a total gross operating profit of \$27,904 v budget of \$37,410 which was down by (\$5,400) on the 2022 total of \$33,346.

Items of note were:

- **Information Technology:** IT expended \$12,929 against budget of \$14,200. The IT Software figure of \$4,415 covers the software support items used by the Executive Council members and officials for such items as Adobe, Microsoft packages, MYOB Accounting, Survey Monkey, etc. (2022: (\$11,620))
- **Publications:** Publications posted a (loss) of \$4,583 v budgeted (loss) of (\$1,370). This loss was due to reduced Purina and Petcover advertising sales brought about by the two Sponsorship Agreements. (2022: (\$1,023))
- **Breeders Registrations:** Breeders & Registrations had a profit of \$29,548 v budget of \$36,950. Total income reduced by (\$4,262) from 2022. (2022: \$61,651)
- **Shows:** Our overall Shows Activity result covered 20 of the 24 planned Shows being held, including the National Show hosted by Dominion Cat Club and held in Wellington. The overall result was a pleasing profit of \$16,337 against a budget of \$16,730 and compared with the 2022 profit of \$8,249. (2022: \$8,249)

Acknowledgement is once again given to our portfolio managers (Executive Council members) for their willingness to support our strategy with curbing all but essential expenditure during the year, particularly with our drive to increase our retained earnings.

## Operating Revenue and Administration Expenditure

### Other Revenue

Total Other Revenue, recorded at \$56,330, was well ahead of the budgeted (\$41,820) and ahead of last year's total of \$29,960. This was mainly due to the two Sponsorship Agreements with Nestle Purina and Petcover which brought an extra \$19,583. The Nestle Purina sponsorship commenced on 1 July 2022 and will run through until 31 December 2025. And we also secured a second sponsor, Petcover Pty Ltd, which commenced from February 2023 for a three-year term, ending in January 2026

Also, extra revenue came from Donations received from both the NZCF (\$5,000) and members and public (\$3,770) to the NCZF Cyclone Gabrielle Emergency Fund. (2022: \$29,960)

### Membership Numbers

Membership numbers for 2022 increased by 11 members (2.15%) over the previous year, which was pleasing. Membership statistics for the last seven years were:

	2023	2022	2021	2020	2019	2018	2017
Affiliate (Clubs)	20	20	21	22	24	26	27
Associate (incl Family)	82	67	74	62	64	91	91
Full	333	339	333	322	322	319	323
Family (Additional)	74	80	74	72	71	81	85
Junior	7	9	2	2	6	7	9
Life	9	7	7	7	5	5	4
TOTAL	525	522	511	487	492	529	539
Increase/(decrease)	3	11	24	(5)	(37)	(10)	(18)
% Increase/(decrease)	.57%	2.15%	4.93%	(1.00%)	(7.00%)	(1.85%)	(3.23%)



## Administration Expenses

Total expenditure at \$72,106, including depreciation of \$1,987, was ahead of the budgeted \$60,290 came in under the budgeted \$54,670, but \$2,540 ahead of the 2021 total.

(2022: \$51,919)

Donations by both the NZCF (\$5,000) and NZCF members and public (\$6,325) to the NCZF Cyclone Gabrielle Emergency Fund totalling \$11,325 was responsible for increasing the level of expenditure. Additional funds of \$2,445 are still being held waiting to be distributed in April 2024.

## Summary

The net operating profit of \$11,818 for 2023 was a good result against a budgeted profit of \$18,090 and followed on from the profit of \$10,871 for 2022. The increase in our Equity (Retaining Earnings) from \$154,904 in 2022 to \$166,722 is particularly pleasing. Once again, our entire membership contributed to this result by renewing their memberships, supporting our Shows again, and continuing to register and transfer their cats and kittens. Our thanks to all for your continued support.

**Resolved:** That the financial statements for the year ending 31/12/2023 be accepted.

**Moved: Marion / Seconded: Janice  
For: 61 / Against: 0 / CARRIED**

## 2024 Budget and 2025 Forecast for Endorsement

In presenting the 2024 Budget and 2025 Forecast the Treasurer advised that there was nothing particularly new in the budget, the Purina Pro Plan & Pet cover sponsorships remaining the same. The biggest item for the 2024 budget is the National Show. The current forecast shows net profits of \$6,600, however if we break even on the National Show budget the profit will be increased to \$13,000 which is the same figure we have forecast for 2025.

Questions came from the floor around the allocation of electronic equipment, software & consumables which currently all comes under IT, causing the appearance that IT has high overheads. It was suggested that these be moved under the individual Portfolios that they belong to. This will be looked at.

(a) "That the 2024 AGM of the NZCF accepts the 2024 Budget as presented."

**Moved: Sheree / Seconded: Lyall  
For: 61 / Against: 0 / CARRIED**

(b) "That the 2024 AGM of the NZCF endorses the 2025 Financial Forecast as presented."

**Moved: Janice / Seconded: Sheree  
For: 61 / Against: 0 / CARRIED**

## Confirmation of the appointment of Auditor for the 2024 Financial Statements

**Resolved:** That the 2024 AGM of the NZCF confirms Murray Baxter of Waikanae the Auditor of the 2024 financial statements. (Constitutional Clause 20.1)

**Moved: Ngaire (Chair)  
For: 61 / Against: 0 / CARRIED**

## Item 7: Proposed Constitutional Amendments

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### 7.1C: Executive Council

“That the Constitution following paras be amended to read:

- 12.1d: All nominations shall reach the Secretary no later than ~~42~~ 21 days before the Annual General Meeting advertised date.
- 12.1f: Upon the closing of nominations, each eligible member will be provided with access voting via electronic means or a ballot paper will be ~~mailed~~ sent to them.
- 12.1h: Each member shall be responsible to ensure that their ballot is properly completed ~~and signed and placed in the mail with the proper postage affixed or otherwise forwarded by a commercial delivery service to the appointed returning officer by the date required in accordance with the direction given.~~ If voting is via electronic means, each member shall be responsible for completing their vote by the required date.
- 12.2a: Election of officers shall take place ~~in the month~~ prior to the AGM each year by ~~postal~~ ballot of the membership or by electronic means.
- 12.2c: Where multiple vacancies exist, then the candidates receiving the highest number of votes shall be elected. In the case of a tie, the result shall be decided by lot. Scrutineering (if any) of the ~~ballot paper~~ vote count shall be by whatever method is determined as appropriate by the Executive Council.
- 21.4: The Secretary shall give all members who are financial at the date of the notice at least 14 days written notice of a Special General Meeting and ~~28~~ 14 days written notice for an Annual General Meeting.
- 22.1: Any member may request that a motion be voted on (member's motion) at a particular NZCF meeting, by giving written notice to reach the Secretary at least ~~42~~ 21 days before that meeting if it is an AGM or ~~28~~ 21 days before if it is an SGM. The member may also provide information in support of the motion (member's information). However, if the member's motion is signed by at least a quarter of all members.
- 22.1a: the Secretary must give the member's information to all members at least ~~28~~ 21 days before the meeting (if an AGM) or 14 days (if an SGM) chosen by the member.
- 27.3: Any proposed motion to amend or replace this Constitution shall be given in writing to the Secretary, accompanied by a written explanation of the reason for the proposal, at least ~~42~~ 21 days before the NZCF meeting at which the motion is to be considered, and may be forwarded by:
- 27.4: At least ~~28~~ 14 days before the General Meeting at which any change to the Constitution is to be considered the Secretary shall give to all members written notice of the proposed motion, the reasons for the proposal, and any recommendations the Executive Council has.

**Rationale:** Shortening time frames as most things are now done electronically and NZCF are moving to electronic distribution of NZCF meeting documents for cost savings & efficiency.

A query around what appeared to be a contradiction in one of the amended timeframes this remit was withdraw for further investigation.

**Remit withdrawn.**

## 7.2C: Executive Council

“That the Standing Orders for NZCF Meeting para 6.3 be amended to read:

**6.3:** The chairman shall either personally, or with the assistance of tellers nominated by the chairman for that purpose, count the votes on each side, and where appropriate, include any postal or electronic votes, and shall declare the motion carried or lost accordingly, and such declaration shall be final.

**Rationale:** Correcting an omission from 2022 AGM constitutional changes to allow for electronic voting.

Moved: Marie / Seconded: Lyall  
For: 105 / Against: 1 / CARRIED [99%]

## Item 8: General Remits (other proposed motions)

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### 8.1G: Executive Council

“That the General Rules & Policies following paras be amended to read:

**3.37:** 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 or by electronic means a breed representative to serve a term of 2 years.

**3.11:** All matters which members may wish to submit to the Executive Council shall first be submitted in writing to the Secretary who shall refer it to the responsible member of the Executive Council (Portfolio Manager). The Portfolio Manager may submit the matter to the Executive Council or may deal with it or may decline to submit it to the Executive Council. In the event that the Portfolio Manager declines to submit the matter to the Executive Council, he must inform the member within ~~30~~ 14 days of receipt of the matter so that the member submitting the matter may ask the Executive Council Chairman to rule on the appropriateness of such a decision. In the event that the Executive Council Chairman is also the Portfolio Manager responsible for the operational area that the matter addresses, then the Executive Council Vice Chairman may be asked to make such a ruling.

**3.12:** Such submissions shall be made at least ~~42~~ 28 clear days before the next scheduled meeting of the Executive Council. The Executive Council may in its discretion deal, in accordance with its standing orders, with any matter of which notice is not given within the prescribed time. As soon as practicable after the closing date for the receipt of notice of such matters, the Secretary shall send to each member of the Executive Council, officials, and to each affiliate member an agenda for the scheduled Executive Council meeting, at least ~~28~~ 14 days before the date fixed for the meeting.

**3.13:** The Secretary shall also cause the agenda to be published on the website of the NZCF. Notice of any matters of which ~~42~~ 28 days' notice has not been given shall be given in similar manner by the Secretary as soon as practicable.

**4.1:** ~~One month before~~ Prior to the Annual General Meeting (AGM) the members will decide by a postal ballot or by electronic means:

- 4.2: Voting papers will be sent to all eligible voting members along with a copy of all the candidates' biographies or each eligible member will be provided with access to electronic voting. If voting is via electronic means, biographical information will be placed on the NZCF website or circulated by other means and the membership advised of this. This will be sent ~~28~~ 14 days prior to the date set for the AGM.
- 4.3: The voting papers must be returned by the date specified ~~on the ballot paper~~. Any that are received after this date shall not be counted. ~~Note that any postmarked envelopes that are marked prior to the cut-off date but received after the cut-off date will also be disregarded.~~ It is the member's responsibility to ensure that their votes are counted. If voting is via electronic means, each member shall be responsible for completing their vote by electronic means by the required date.
- 4.4: The votes shall be counted after the ~~voting papers have all been received~~ close of voting. The candidate receiving the highest number of votes shall be elected. Where multiple vacancies exist, then the candidates receiving the highest number of votes shall be elected. In the case of a tie, the result shall be decided by lot. Scrutineering (if any) ~~of the voting paper count~~ shall be by whatever method is determined as appropriate by the Executive Council.
- 5.1f: Any eligible member not in attendance, and who has not nominated a proxy, must have ~~returned their ballot with a postmark showing a date on or before~~ voted by the due date ~~for ballots to be returned as shown on the ballot paper(s) for their vote by ballot to count, or have submitted their vote by electronic means prior to the close of the voting process~~ for their vote to count.
- 5.1n: If a quorum for the meeting is not present 90 minutes after the time fixed for the commencement of the meeting, a meeting of those members present shall be held that will consider all matters that would have been considered at the General Meeting. The previous members of the Executive Council shall then put the decisions of the meeting held in lieu of the Annual General Meeting, to the membership of NZCF ~~via postal~~ for decision by vote.
- 5.2i: Remits may be made to the Annual General Meeting by the Executive Council, by full or life members or any club, and all remits shall be in writing and be received by the Secretary at least ~~42~~ 21 days before the date set for the Annual General Meeting. All such remits, received in time, shall be placed on the agenda for the meeting. Remits submitted by full or life members shall bear the signatures of at least nine other full or life members in order to be accepted. Remits should either propose changes to this constitution or should seek to set or change the policies of NZCF.
- 5.2j: At least ~~28~~ 14 days before the Annual General Meeting, the Secretary shall forward the agenda for the Annual General Meeting to the secretary of each club and to all members of the Executive Council. In addition, and with the assistance of the Treasurer, the Secretary shall also cause an agenda, any remits, and an alphabetical list, by type of office, of all eligible candidates for elected positions and any nominations for life membership, together with a ballot paper, to be sent to all eligible voting members of NZCF and they will be advised that voting by electronic means is open. The ~~postal~~ ballot paper or voting by electronic means shall be in such form as the Executive Council shall approve.
- 5.3a: A Special General Meeting of the NZCF shall be called by the Secretary within ~~21~~ 14 days of the receipt of such requisition by the Secretary. The requisition to call a Special General Meeting shall be in writing and a copy of the requisition shall also be sent to the Executive Council Chairperson

- 5.3d: The Special General Meeting will be held at such time and place as the Secretary in consultation with the Executive Council chairperson shall determine. The Secretary shall hold the meeting not earlier than 14 clear days after the ~~posting of the~~ written notice from the Secretary calling the meeting, and within ~~42~~ 21 days of the receipt of the requisition
- 5.3g: Ballots must be returned for processing, ~~postmarked no later than 14 days prior to the date~~ by the due date set for the Special General Meeting. ~~Ballot papers~~ Votes not received by or on the due date shall be deemed to be Out Of Order and shall not be counted.
- 5.3i: If the Secretary receives any further requisitions for a Special General Meeting at least ~~21~~ 14 days prior to the date appointed for the original meeting, the Secretary shall give similar notice of meeting in accordance with paragraph 5.3e
- 6.1: Notwithstanding anything else in the constitution, upon a petition signed by at least 10% members eligible to vote, at the time of filing the notice, accompanied by a filing fee of \$250, any amendments of the Show By-Laws, Registration Rules, Disputes and Discipline Process, Standing Rules or any other regulatory document of the NZCF, and any matters concerning the business affairs, government and policy of the NZCF, shall be submitted to the membership for a ~~postal ballot~~ postal decision by vote.
- 6.2: Notice of intent to present a petition to have a ballot published for initiative or referendum shall be filed with the Secretary. Within ~~30~~ 21 days of the filing of the notice, the petition shall be filed with the Secretary. Factual written evidence must be presented in support of the proposed petition.
- 6.3: Notice that the petition has been filed and reason given therein shall be published in the next available journal of the NZCF. Any rebuttal submitted together with a restatement of the reasons for shall be printed in the following journal. The ballot shall be ~~mailed~~ sent to each member eligible to vote on the matter. ~~Ballots, and~~ must be returned for processing, postmarked no later than 7 days prior to the date set for their return by the due date. Ballots not ~~postmarked~~ received by the due date shall be deemed to be Out Of Order and shall not be counted.

**Rationale:** To align with the proposed Constitutional amendments for shortening the time frames as most things are now done electronically and NZCF are moving to electronic distribution of NZCF meeting documents for cost savings & efficiency.

A query around what appeared to be contradiction in one of the proposed constitutional amended timeframes this remit was also withdrawn for further investigation.

**Remit withdrawn.**

## **Item 9: Discussion & Approval of Plans**

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For the balance of the current and next five (5) calendar years.

The current business plan was presented to the meeting for approval.

It was pointed out that at the last AGM it was decided that a Succession Plan – contingency plan for annual Appointed Positions & crisis action plan, be added into the business plan, this has been overlooked, so needs to be added in this year.

**Resolved:** That the Business Plan be accepted, and that the succession plan be added into the Business Plan.

## **Item 10: General Business**

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- Question from membership regarding a section for rescued cats being added into shows, this is a popular section that some overseas clubs include in their shows, this could be investigated, however Show Bylaws would need to be looked at, along with the health and wellbeing of the cats that would be shown in this section.
- A judge raised the fact that doing large sections in shows is very time consuming under the current format that shows are run under & has suggested that NZCF adopt the Catz Inc. format. There are no rules that dictate the format on how shows are run, therefore clubs are free to use any format that works for them.
- After comments received from the general membership indicating that many do not read Minutes, a suggestion of creating a colourful attractive electronic newsletter highlighting important changes, messages from the Chair, points of interest etc. which would include a link to the minutes for those who wish to read them. This is to be looked at, as it may spark more of an interest from the membership. A survey to be send to the members as to what they are interested in receiving from the Executive Council.
- It was also suggested that Club Notices be dispatched once a week, with links to schedules, entry forms etc., rather than the numerous email notices that currently go out that can bombard members inbox at times, this would resolve the need to resend emails if an error is found in a schedule, as the links would be to the most current form. Templates for this to be investigated.

With no other business

### **Meeting closed at 1.25pm**

Sharon José  
Secretary NZCF

Ngaire Dixon  
NZCF Chairperson