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**MINUTES OF NEW ZEALAND CAT FANCY INCORPORATED  
EXECUTIVE COUNCIL MEETING**

Held via Teams Tuesday March 31  
Commenced 7.30pm.

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The Chair opened the meeting acknowledging the members who had recently passed and offered condolences to families and friends. Thanks were also extended to the members attending via Teams.

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**Item 1      CONFLICTS OF INTEREST REGISTER**

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Nil reported

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**Item 2      ATTENDANCE & APOLOGIES**

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**Executive Council:** Ngaire Dixon, Sharon Jose, Diane Holtom, Janice Davey, Keryn McOmish, Marie Prendergast Sheree Russell, Christine Yeung.

**Observers:** Fred Haslemore, Di Hobson, Sacha Kleyhans.

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**Item 3      CONFIRMATION OF MINUTES OF THE PREVIOUS EC MEETING**

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**24th February 2026**

**Resolved:** That the minutes of the February 24th meeting, be accepted as a true and correct record.

**Moved: Keryn / Seconded: Sheree**

**CARRIED 6/0**

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**Item 4      MATTERS ARISING FROM THE PREVIOUS MINUTES**

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EC To-do-list reviewed with follow-ups from previous meetings and updated.

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**Item 5      CORRESPONDENCE**

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Inwards correspondence received, and outwards endorsed.

Email from R Griffiths regarding cats that have obviously been tranquilised being exhibited at shows. This was discussed at length, a reminder of the current Show Rules to go out in the Meowsletter, with follow up action recorded to ensure the Show Rules are more robust with clearly stated penalties for this practice.

Email from M Martin on suggested Breeder Accreditation framework.

This provides a great starting point to review the accreditation process and will be agended for discussion at the next meeting after the AGM.

**Resolved:** That inwards correspondence is received, and outwards endorsed and dealt with in detail under the Portfolios they fall into, Portfolio Manager to advise outcomes for those required.

**Moved: Ngaire  
CARRIED 6/0**

**Action Point:** Show Rules to be reviewed, re tranquilised cats at shows.

**Action Point:** Breeder Accreditation document to be agended for the next EC meeting after the AGM.

## **Item 6      PORTOLIO MANAGERS REPORTS**

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### **6.1.    FINANCE & ADMINISTRATION**

#### **A.    TREASURER REPORT [ Diane Holtom]**

##### **Regular Reporting Items**

##### **1.    Approval of Accounts for payment in retrospect**

Approval for accounts paid in retrospect for the period **01/02/2026 to 28/02/2026 totalling \$9,446.26 (incl. GST).**

**Resolved:** That the payment of accounts for the 01/02/2026 to 28/02/2026 totaling \$9,446.26 (incl. GST) be approved for payment in retrospect.

**Moved: Ngaire  
CARRIED 6/0**

##### **2.    Cash Position**

Current bank balances as of 28 February 2026: \$222,604.02

##### **3.    Outstanding Debtors (Accounts Receivable)**

Balance as of 28 February 2026: \$564.78 (all Current)

##### **Other Financial Items**

##### **4.    2025 Audited Accounts**

Auditor will have completed 2025 audited accounts ready in a couple of days.

**Resolved:** That the Treasurers report be accepted.

**Moved: Marie / Seconded: Janice  
CARRIED 6/0**

#### **B.    SECRETARY REPORT [Sharon Jose]**

- Meowsletter will be dispatched Thursday due to Easter weekend.
- AGM prep work is on track.

##### **Governance Documents Officer [Jane Webster]**

Remits for the AGM are being prepared and are presented for Executive Council Approval.

These were discussed with some amendments requested.

**Resolved:** That the Secretary's report be accepted and remits with requested amendments be accepted to proceed to the AGM for voting.

**Moved: Keryn / Seconded: Sheree**  
**CARRIED 6/0**

### **C. EC CHAIR REPORT [Ngairé Dixon]**

- The Conflicts of Interest has been added to meeting agendas and minutes, this is a matter of professionalism to have any conflicts logged prior to each meeting starting, so any conflicts are to be sent to the Secretary prior to the next meeting.
- AGM documents have been redesigned in preparation for dispatch, with one document containing the Annual Report, which will include all the Portfolio reports and the End of Year Financial Report, an Annual Plan, which will replace the Business Plan and a voting document, which will contain the reknits and Executive Council nominees.
- The Chair is all set to attend the WCC AGM, travel insurance was increased due to the current international situation. The seminar looks to be very interesting and while there is a cost to attend, members are encouraged to consider joining. The Chair is taking small Greenstone keyrings as a gift for all the attending Delegates from NZCF.
- The April Executive Council meeting is just two weeks out from the AGM, and with the Chair not being back in the country, a discussion was held around cancelling the April meeting. It was agreed to cancel.
- A concern has been received in the permanent suspension of membership being part of the Disciplinary Process, feeling that a 6-month suspension should be looked at, followed by a period of probation. This would require a constitutional remit, as the Disputes & Disciplinary Rules are now part of the constitution.

### **NDC Report [Ange Robinson]**

Nil to report.

### **Privacy Report [Lyll Payne]**

Nil to report.

**Resolved:** That the Chairs reports be accepted.

**Moved: Janice / Seconded: Keryn**  
**CARRIED 6/0**

### **6.2. BREED STANDARDS ADVISORY COUNCIL (BSAC) [Keryn McOmish]**

Nil to report.

### **6.3. BREEDERS AND REGISTRATIONS (B&R) [Marie Prendergast]**

Two items are being looked at:

- The Breeder Accreditation process.

- The issue of dual registered breeder, who aren't registering with NZCF but selling to other NZCF breeders who then in turn must pay to import. The rules around this need to be looked at and tightened with clearer outlines and penalties. This will be taken to WCC to gauge how other Registries handle dual registered breeders.
- The Registration & Transfer Auditor is wanting guidance as to how far back they need to be investigating when cases are referred, it was decided that this should pick up from when the amnesty ended.
- The Auditor also wanted clarity on the audit process and follow up timeframes to be confirmed.

**Resolved:** That the Chairs reports be accepted.

**Moved: Marie / Seconded: Keryn  
CARRIED 6/0**

#### **6.4. INFORMATION TECHNOLOGY (IT) [Christine Yeung]**

- The database is in far better shape than last month.
- Focus is on ROCAP ensuring all parts are fully functional, registrars had been given access to the test are to explore the new environment to ensure they knew the new processes before gaining access to the live environment.
- The Imports area is still work in progress; it is hoped that the Provisional Registrar will be able to be given access over the next week to test.
- The online Registration and Transfer forms are ready to go back onto the website.
- The show program is being worked on with testing ready to happen.
- Forms for the AGM have been created for electronic Proxy and attendance registration, with testing taking place.
- IT Priority will be needed to focus to the AGM online voting and prep work over the next week to meet the required deadlines.

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

**Moved: Christine /Marie  
CARRIED 6/0**

#### **6.5. JUDGES & SHOWS (J&S) [Sheree Russell]**

- Michelle McGrath and Diane Holton have completed the requirements to become a supervisor.
- There has been no club come forward to host the 2027 National Show as yet.
- A query was received regarding exhibiting two kittens in one cage, the answer was no, this was not allowed.
- The tutor judge queried if the two potential students from Auckland had got back to the Portfolio Manager, which they hadn't.

#### **Health & Safety [Christine Ryan]**

Nil to report.

**Resolved:** That the J &S report be accepted.

**Moved: Sheree /Keryn**  
**CARRIED 6/0**

#### **6.6. PUBLICATIONS & MARKETING (P&M) [Janice Davey]**

- The Flash Cats editor has supplied some previous copies in PDF format, the IT portfolio Manager requested this be provided for each issue
- There are a couple of previous advertisers coming back with confirmed future adverts.

**Resolved:** That the P&M report be accepted.

**Moved: Janice /Marie**  
**CARRIED 6/0**

### **Item 7 GENERAL BUSINESS**

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With no further business.

Meeting Closed at 9.33pm

**Next Meeting:** AGM May 9, followed by Post AGM to be held the same day.