

CANINE CONTROL COUNCIL
(QUEENSLAND) LTD

MINUTES OF 2024 ANNUAL GENERAL MEETING

Minutes of the Annual General Meeting of Members of the Canine Control Council (Queensland) Ltd held in the CCCQ Clubhouse at 247 King Avenue, Durack and by Zoom Video Conference on Wednesday, 27 March 2024 commencing at 7:00pm.

ATTENDANCE: Members attending in person (including Directors) and via Zoom Video Conference as per the attendance record listed in Schedule 1.

DIRECTORS

Carolyn Ryan (President/Chair), Barbara Murfet (Senior Vice-President), Elisa McCutcheon (Junior Vice-President), Duncan McAllister, Mandy Schelbach, Vicki Schneider, Gordon Mayne (Zoom), David Weil (Zoom), Tabitha Young (Zoom), Katrina Santas (Zoom) and Netta Bainbridge (Zoom)

MINUTE TAKER: Roslynn Shand, Brisbane Minute Taking & Stenography (Zoom)

WELCOME

On behalf of the Board of Directors of Canine Control Council (Queensland) Ltd, the Chair welcomed and thanked all for their attendance in person or via Zoom at the Eleventh Annual General Meeting of members of Canine Control Council (Queensland) Ltd.

APOLOGIES:

The following apologies were noted:

Barry Vickers

Jane Armatys

Vyvyann Mannion (Board Member)

INTRODUCTION OF BOARD MEMBERS

The Chair introduced each Board member, including those present at the Durack premises or attending online.

The Chair introduced the General Manager, Mr Rob Harrison.

The Chair confirmed a quorum was present.

CHAIRPERSON'S REPORT

The Chair then provided an address to the meeting.

MEETING PROTOCOL

The Chair requested all to demonstrate due respect to each other during the meeting. The Chair advised all Zoom Video Conference participants would be muted and should they wish to say anything, they were to raise their hand and they would be unmuted.

The Chair requested, at all times when being acknowledged to speak, the member should clearly introduce themselves and the Club or Group represented, if any.

PROCEEDINGS

The Chair referred to the Notice forwarded to financial members via email on 14 February 2024.

In regards to the procedure for the AGM, the Chair asked members to note the Board of Directors' reports and Annual Financial reports were to be received by the meeting only and there was no need to obtain approval.

The Chair then referred to the items of business to be conducted.

The Chair asked those attending via Zoom to raise their hand if voting for or against any item.

RECEIVING THE MINUTES OF THE MEETING HELD 29 MARCH 2023

It was **MOVED** by Rob Stewart and **SECONDED** by Vic Jones the Minutes of the AGM held on 29 March 2023 be received.

MOTION CARRIED

No amendments or items of business from the meeting held 29 March 2023 were raised.

ADOPTING THE MINUTES OF THE MEETING HELD 29 MARCH 2023

It was **MOVED** by Barbara Murfet and **SECONDED** by Elisa McCutcheon the Minutes of the AGM held on 29 March 2023 be adopted.

MOTION CARRIED

RECEIVING THE REPORT OF THE BOARD OF DIRECTORS FOR THE YEAR ENDED 31 DECEMBER 2023

It was **MOVED** by Jodie Wilshier and **SECONDED** by Teagan Pattison the report from the Board of Directors for the year ended 31 December 2023 be noted.

MOTION CARRIED

RECEIVING THE ANNUAL FINANCIAL ACCOUNTS DULY CERTIFIED BY THE AUDITORS

It was **MOVED** by William Smith and **SECONDED** by Tabitha Young the Annual Financial Accounts of Canine Control Council (Queensland) Ltd certified by Auditors PKF BRISBANE AUDIT for the year ended 31 December 2023 be noted.

MOTION CARRIED

APPOINTMENT OF AN AUDITOR FOR THE NEXT FINANCIAL YEAR

The Chair requested all members to note the Auditor appointed for the next financial year is PKF BRISBANE AUDIT.

CONFIRMATION OF CCC(Q) LTD INCOME TAX AND CAPITAL GAINS TAX EXEMPTION STATUS

The Chair advised this was an announcement for the information of the members only, with no motion on the matter.

The Chair advised Canine Control Council (QLD) Ltd will continue to self-assess its income tax exemption as it met all the necessary requirements. The Chair noted there was a change from July 2024, with the self-assessment process able to be completed online.

MATTERS RAISED BY MEMBERS

The Chair noted additional items of business had been submitted by members by the close of business on 13 March 2024, with the members invited to speak.

Discussion followed on:

- Work being undertaken on the grounds, including the main rings, rectification work by the grounds staff, the possible timing for completion of the works and availability of the grounds to enable upcoming shows to be held.
- Monies paid for work which had not been completed by a contractor noting attempts had been made to locate the contractor. Members requested the contractor be reported to ASIC and the organisation pursue action in QCAT to recover monies paid to the contractor. The fees involved in pursuing an action in QCAT were considered minimal, with self-representation allowed.
- The process for obtaining and vetting quotes for work on the grounds, with the request all tender paperwork be provided to members.
- Road works and the powered sites on the grounds.
- A number of larger events were being held with the grounds being utilised 100% of the time. Two fulltime grounds staff and two casual employees were involved in ensuring the grounds were maintained in peak condition.

Margaret Wedgewood **moved** the Board contact ASIC with the name of the contractor involved, provide the details of the three referees and the quotes and ask ASIC to investigate the ability of the contractor to firstly, perform the work and secondly, the ability to pay for work.

The motion was **seconded** by Craig Drury.

The Chair asked for any comments on the motion.

Tim Thomas suggested more details should be included on the tender process.

An explanation was also provided on the role of ASIC noting any claim against the contractor was a civil matter and that ASIC would not be interested in these civil claims. The question that arises is how much is it going to cost to pursue such a claim.

The motion was put to the vote by a show of hands in the room and online.

The Chair declared the motion was defeated.

Motion moved by Tim Thomas:

- 1) The matter be lodged in QCAT as the amount was under \$15,000 and the contractor be pursued for the mismanaged work on the grounds.**
- 2) The tender process be tabled, with the amounts and people involved, tonight.**

The Chair replied that the tender details would not be provided tonight with the matter taken on notice. Tim Thomas indicated this was acceptable.

The motions were seconded by Julie David.

The motion was put to the vote by a show of hands in the room and online.

MOTION CARRIED

Members queried whether there was a contingency plan or consideration given to options to hold shows on the grounds whilst the work on the grounds was being completed. The Chair took the matter on notice and advised further discussions were required on putting a contingency plan in place.

CLOSURE:

The Chair thanked all members and fellow Directors for their attendance tonight.

There being no further business, the meeting was declared closed at 8.08pm.

SCHEDULE 1

MEMBERS ATTENDANCE

Board Members

Carolyn Ryan President (Chair)	Barbara Murfet Senior Vice-President	Elisa McCutcheon Junior Vice-President
Duncan McAllister	Mandy Schelbach	Vicki Schneider
Gordon Mayne (Zoom)	Netta Bainbridge (Zoom)	Tabith Young (Zoom)
David Weil (Zoom)	Katrina Santas (Zoom)	

Attendees

Teagan Pattison	Rob Stewart	Margaret Wedgwood
Carol Thompson	Aimee Wood	Michael Yates
Shane Yates	Beryl Ness	Craig Drury
Greg Mitchell	William Smith	Vic Jones
Julie David	Kelly Burgess	Mark Yardley
Anthea Adamopoulos	Ainslie Carius	Andrew Ness
Tim Thomas	Belinda Thomas	Jodie Wilshier
Glenn Wilshier	Sue Hewinson	

Zoom attendees

Lola Ward	Karen Gordon	Nic Mather
Paula Morgan	Kylie Jarrett	Kathryn Prentice
Charlene Hills	Ian Rasmussen	Tracy Hopper
Ronald Riseley	Justin Welfare	Judy Waugh
Brett Burrows	Shirley Davies	Jennifer Watt
Nicole Dookwah	Bronwyn Whyatt	Leah Perry
Naomi Shaw	Leonie Kettleton	Patricia Harris
Cecilie Kemp		