



**VICTORIAN CANINE
ASSOCIATION INC**
(Trading as Dogs Victoria)

2018 Annual Report
2019 Annual General Meeting Agenda

PRESIDENT'S REPORT

I have much pleasure in presenting the 2018 President's report.

In starting this report I would like to acknowledge the passing of members and friends of Dogs Victoria, and wish to offer our deepest sympathies to the families of these deceased members. Thanks for the contribution you made to the dog world, you will be sadly missed.

It would be remiss of me not to also acknowledge our wonderful dogs who are no longer with us, after all what would we be without our dogs.

On a brighter note I am happy to report a budget surplus for the year of around \$50k. This surplus will be passed onto members by allowing management committee to keep levies and affiliation fees for 2019 at the same level as 2018 and to help with the additional maintenance required at KCC Park for drainage and sewage works.

As promised by management committee a number of forums were conducted throughout regional Victoria. Visits were made to Shepparton, Bendigo, Ballarat, Traralgon and Geelong where a presentation on the updated Code of Practice was presented together with a session where the members shared ideas on the future development of Dogs Victoria. Lots of great ideas were forthcoming with some to be implemented in 2019. Feedback from the members who attended has been extremely positive.

During the past year we have continued to try and work closely with the government at both the local and state level. The Pet Exchange Register (PER) will come into effect from 1 July 2019, and we will continue to work with the Government to ensure the best outcomes for Dogs Victoria members are obtained.

With the Victorian election finalised in late 2018, the new Minister for Agriculture is Jaclyn Symes. We have already written to her to introduce Dogs Victoria and we will be seeking to meet with her early in 2019.

We continue to enjoy two wonderful facilities which make us the envy of our interstate controlling bodies. We are all indebted to those amenities committees who work hard to raise funds to be used to provide improvements to both facilities and to the facilities committees of both venues who continue to manage and ensure the grounds and buildings are maintained.

We continue to enhance members engagement with the organisation and this year we added a Dogs Victoria App which can be downloaded and added to your smartphone, this is addition to our Facebook page and website.

One of the biggest events of the year held at KCC Park was the unveiling of the Memorial to Service Dogs in front of over 100 members and dignitaries. The monument, showing the services emblem, was erected in honour of all defence and service dogs that have died while serving in the protection of Australia and its citizens.

A huge thanks goes to the many members who helped in the organising of one of Dogs Victoria's most notable events.

I would also like to acknowledge the wonderful commitment from everyone who make Dogs Victoria such a successful organisation. To all those volunteers who work on subcommittees, to all those volunteers who work on the 288 affiliates covering all aspects of Dogs Victoria, I say on behalf of the management committee a big thank you.

Thank you do all our staff for your commitment to Dogs Victoria, and thank you for all the support you have given me.

Finally I would like to thank all the members of the management committee who work tirelessly throughout the year, sometimes under very difficult circumstances.

Wayne Fleming
President

Committee comprises: Wayne Fleming (president), Lynne Harwood (vice president), Kylie Gilbert, Pauline Grutzner, Michael Higgins, Lou Howlett-Trahar, Wendy Johnson, Chris Moore, Matthew Morse, Noeline McIlroy, Jan Robinson, Julie Wills, Sally Haynes (resigned), Vaughan Ellis (resigned)

BULLA AMENITIES SHOW COMMITTEE

The Bulla Amenities committee consists of a very small group of hard working individuals, whose charter is to work together to run one 'gala' show weekend each year for Dogs Victoria, to raise funds that are ear-marked specifically for the further development and upgrading of the Bulla Canine Complex. The Saturday 'Oak Show' and the Sunday 'Maple Show' – collectively called the 'Bulla Autumn Extravaganza' – have become a major event on the Victorian dog show calendar, with a commitment to a fully international judging panel and an exhibitor focus.

As part of our commitment to offering 'more than just a dog show' in 2018 we hosted a sun-safe initiative with the Skin and Cancer Foundation who handed out hats, sunscreen and skin advice to our exhibitors on the Saturday. So impressed were the foundation staff with the uptake of their important message, that we went on to win an award for our involvement. We hope to expand this initiative in 2019, to include an offer for skin checks for exhibitors in conjunction with dermatologists from the foundation.

We also hosted a Grooming Masterclass in conjunction with the Canine Standard, allowing an opportunity for people to learn grooming skills from Ms Kang Yi, one of our esteemed panel of judges, a renown Poodle breeder and a master groomer herself.

2018 was the ninth year of shows we have run for Dogs Victoria, and we were pleased to see entries improve from those of 2017 where there was a conflict with

Sydney Royal dates. We were fortunate to enjoy excellent sponsorship from ADVANCE who have been our major sponsor since the inception of the shows, along with many other fabulous, long-term sponsors who have generously donated prizes year after year.

We would like to thank every person who donated either their services or time, including our fabulous judges, stewards, and Dogs Victoria members who are not part of our committee, both in the lead up to and on the actual days of the shows. There are also an amazing group of donors from both inside and outside of the dog show world that are generous with prizes and money to offset many of the costs of running a show – from major sponsors to individuals and kennels who sponsor a rosette, prize money, raffle prizes, or our junior handlers competition. Without this help we could not reach the amazing profits seen over the years. We have now raised around \$170,000 dollars since our inception, which has contributed widely to improvements at the Bulla facility.

In 2019, the Bulla Autumn Extravaganza weekend will be held on the 6 & 7 April and we are looking forward to the ongoing support and participation of all Dogs Victoria members, either directly through exhibiting, as a sponsor, or a supporter.

Dr Linda Beer
Chair

Committee comprises: Dr Linda Beer (chair), Julia Jones (deputy chair), Greg Browne, John Hutchison, Wendy Hutchison, Lynne King, Robyn Wallis, Kris Willingham

CANINE HEALTH & WELLBEING COMMITTEE

There have been several major issues on the Canine Health and Wellbeing agenda in 2018. The Canine Hip and Elbow Dysplasia Scheme has bedded down well, now that it is being run exclusively by the ANKC.

I want to express most sincere thanks on behalf of all ANKC members that perform hip, elbow and spinal xrays on their breeding stock to Dr Roger Lavelle who has virtually single handedly set down the structure for the scheme and ensured its development. Also thanks must go to Ron De Jong for his expert work on the online aspect of the scheme which of course is in conjunction with the ANKC online health results database, ORCHID. Apparently the database is almost ready to accept the Australian Canine Eye Scheme results with DNA next.

Speaking of DNA, the new ANKC regulations regarding mandatory DNA parentage confirmation at time of registration are still a subject of much discussion. Hopefully we can come to a more widely accepted outcome after detailed discussion early in 2019.

It seems that the cooperation between the Canine Research Foundation Trust and the ANKC has collapsed. Whatever the reasons, this can only be a very sad outcome, both for our dogs that could have benefited from

any research undertaken and also for the profile of the purebred dog organisations in Australia – this was our crowning glory – so many millions of dollars raised for research into canine health issues; now, no more.

It is always a struggle getting people to work on subcommittees and especially getting them to physically attend meetings. In 2019 the subcommittee will take a new approach by holding online meetings and also allotting jobs to people and hoping they can work on them and come up with an appropriate result without too much supervision.

There are several issues that we need to address under our responsibilities as an Applicable Organisation. Our aim for 2019 is firstly establishment of a position on brachycephalic breeds, hopefully with close cooperation from the relevant breed clubs. We will also work closely with the Dogs Victoria educational seminars, some presented by Dr Stuart Mason.

Thank you to the members of the sub committee for their work and support during 2018 and I look forward to the same and more from some new members of the sub committee in 2019.

Sylvia Power
Chairperson

Committee comprises: Sylvia Power (chair), Glenda Forster, Rebecca Kaesler, Dr Roger Lavelle, Sylvia Meekings, Dr Iain Mitchell B.V.Sc(Hons) M.A.C.V.Sc, Karyn Orzesko, Lathy Smith

CLASSIC DOG SHOW COMMITTEE

It is with great pleasure that I again provide a report on the activities of the Classic Dog Show Committee. The committee conducted the 64th Annual Championship dog show on Saturday 10 February 2018 at KCC Park, Westernport Highway, Skye.

The show attracted a reasonable entry, but when compared with other shows around the same time this seemed to be the general rule. The judging panel again consisted of eight Victorian judges and in the usual tradition all judges waived judging fees to maximise fund raising. Our sincere thanks go to all judges involved on the day.

Again, for this year's show Peter Hitchener (Dogs Victoria Patron) very generously provided \$500 to the best in show winner and \$250 for the RUBIS. As well, his kennel partner Peter Mantzaris again donated \$100 to each of the seven group winners. This is the fifth year they have made these substantial donations. Big thanks to the two Peter's for their continued generosity and support.

To further maximise fundraising; we continue to be indebted to the many, many members and affiliates who donate trophies, cash and sashes year after year.

As always, we offer our sincere thanks to that very hard band of workers who, year-after-year provide valuable assistance in the role of stewards, ticket writers, catering people, etc., many of them working over a very long period of time. Their efforts are very much appreciated and words alone cannot thank them enough for the contribution they make.

Overall operations of the show and committee netted a worthwhile profit for 2018 and in this regard I refer you to the VCA financial reporting for full details. My sincere thanks, to all office bearers and committee members, for a job extremely well done.

During this year the Classic provided a sum of \$12,801.80 to provide the 'Ring Lockers' at KCC Park to house judging tables, chairs, etc. required at each ring, which has made it so much easier for club officials to set up for shows. As well, we also provided \$3,889.70 to replace the air conditioning unit in the Classic Room.

We continue to look for new members and if you know of anyone who would like to join this valuable committee, please contact me at any time.

The committee certainly continues to meet its 'charter' to raise funds for the provision of amenities for the benefit of members, exhibitors and officials. Over the period of the committee's existence it has now raised in excess of \$300,000.

I am positive 2019 will be another rewarding year in regard to the aims and purpose of this committee and look forward to the continued generous support of the members of Dogs Victoria.

Bob Bell
Chair

Committee comprises: Bob Bell (chair), Jan Cooke (secretary), Wendy Tosh (treasurer), Jan Campbell, John Davis, Eunice Warner, Andrew Burt, Maureen Gostelow, Liz Harding, Max Morris, Cathy Scottin, Kay Sneath, Anthony Price, Jason Moore, Julia Cartledge, Julie Aspinall

CONFORMATION JUDGES COMMITTEE

This year this committee has had a very eventful year, bringing the programme in line with ANKC Rules & Regulations. As the number of new breeds are constantly being added, and the fact that we have an ageing dog world, the decision to go with the introduction of the two year programme was made. This supplies a full and complete lecture on every breed, with four sub group theory exams, with the overall pass of 75%, which is much more achievable to more of our trainees.

The first sub exams percentages have been very encouraging with very few trainees not achieving a 75%. We had no one disadvantaged from the transition of the two year programme as we ran extra theories and practicals for trainees left over from the old programme.

A new regulation for trainees, to be actively involved with their ongoing commitment to the dog world whilst they are training in the programme was introduced.

With a few hiccups, we managed to achieve a satisfactory outcome and dealt with every problem that arose in 2018 so that we could start 2019 on a clean slate.

I would like to thank on behalf of myself and this committee Stephanie Rickard and Jill Hocking for their endless time and valuable contributions to this committee.

Cathy Camac
Chairperson

Committee comprises: Cathy Camac (Chair), Esther Joseph (Deputy Chair), Matthew Morse, John Hutchinson, Glenyx Alexander, Stephanie Rickard, Judith Oliver, Jill Hocking, Arthur Fry, Shellie Marshall

CONSTITUTION, RULES & REGULATIONS COMMITTEE

The Constitution Rules and Regulation (CR&R) Committee consists of a small number of committee members who are heavily engaged in a number of commitments across the spectrum of canine activities.

2018 saw a change in chairperson for the CR&R committee and the need to engage in a substantial amount of detailed work.

While response times have been slower than ideal, it is hoped that 2019 will bring more opportunities to review and refine regulations and to take a strategic approach to supporting Dogs Victoria activities.

We look forward to working with members in the coming year to support the organisation to thrive.

Lou Howlett-Trahar
Chairperson

Committee comprises: Lou Howlett-Trahar (Chair), David Brace, Jen Eaton

DANCES WITH DOGS COMMITTEE

Over the last 12 months, Victoria has held a total of 11 competitions - hosted by both the Dances With Dogs Club of Victoria and the Melbourne & District DWD Club, plus our state competition held in July.

Our state competition also hosts the ever popular novelty classes - pairs and braces, which are held at the end of the competition. It is a wonderful way of ending an exciting day of fabulous routines and people just having fun with their dogs.

This year at the state competition, the inaugural DWD Top Dog competition was held which created a lot of

excitement. The Age and Herald Sun photographers attended, as did Channel 9 who filmed a segment which was aired that evening. Great promotion for DWD!

Entry numbers have been reasonably consistent throughout the year and it's pleasing to see many new faces venturing into the competition ring. Throughout the year many heelwork to music and freestyle titles, plus a total of three championship titles have been gained. Well deserved recognition for all the competitor's hard work.

The rule review was conducted in Brisbane in March 2018 – plenty of discussion and a lot of work! The changes will take effect in January 2019. Also at the rule review, the addition of a trick dog sport was tabled and well received by all states. With this new sport (yet to be approved by the ANKC) under the umbrella of DWD, a working party was subsequently formed and all are currently working tirelessly to bring the new sport to fruition.

In July, many DWD members attended a weekend workshop provided by Michele Pouliot from the USA. Michele is a world renowned dog trainer and competes not only in DWD but many other dog sports and we were lucky enough to be able to experience her incredible training insights and depth of knowledge.

2019 welcomes some new DWD committee members and we say a huge thank you to our exiting committee. Looking forward to another year of fantastic routines and having fun with our dogs!

Sue Cordwell
Chairperson

Committee comprises: Sue Cordwell (chair), Heather Diamond, Raylene Laver, Sharen McLeod, Dee Moore, Sue Murray

EDUCATION COMMITTEE

The Education Subcommittee is a relatively new committee within Dogs Victoria but holds an important role in the retention of our Applicable Organisation status as well as the general education of members. It is also intended that the work undertaken by the education subcommittee will play a vital role in the engagement and retention of future members whether they join to breed, show dogs for conformation, are active in canine sports or to simply want to enjoy happy, healthy and well socialised pet dogs in the community.

As the peak body representing the interests of dogs in Victoria, Dogs Victoria is perfectly placed to be at the forefront of canine health and education and to engage with the wider public in these areas. While many of our members have expert knowledge and skills in a wide range of areas that would be of interest to responsible dog owners, we have not yet taken full advantage of the opportunities for education and engagement that this presents in order to provide real value to the community. The education subcommittee intends to explore this further with a view to presenting an education program that we can market more broadly.

In 2019 the Education Committee, working with Dogs Victoria promotions staff and PlatinumPR ran a series of free or heavily subsidised seminars that enabled members to undertake training opportunities which would not otherwise be available. As we mature in our capability, these seminars are also being made available through live stream and the Dogs Victoria YouTube channel and other online platforms to ensure maximum access for members. We have been able to do this by utilising the vast networks afforded to us through Dogs Victoria membership.

However, the work undertaken by the education committee cannot happen without our volunteer members, and I thank every one of our committee for their efforts, as well as PlatinumPR who has stepped in to fill the gaps when we have needed a bit of extra support. Expressions of interest were advertised early in 2019 inviting Dogs Victoria members to join this hard-working committee. We hope that these new members bring with them a fresh perspective and some new ideas and we certainly look forward to what the rest of 2019 has to offer for education in Dogs Victoria.

Thanks must go to Sally Haynes, the founding Chair of the education subcommittee who has since resigned, for her time and dedication to establishing the committee and ensuring that it got off the ground. We look forward to an exciting 2019!

Lou Howlett-Trahar
Acting Chairperson

Committee Comprises: Lou Howlett-Trahar (acting chair), Dr Linda Beer, Wendy Johnson, Julie Morrison, Amanda Murcutt, Dr Megan Smith

FINANCE COMMITTEE

On behalf of the finance committee I present the finance report to the members.

The association reported a surplus of \$49,524 for the year versus a surplus last year of \$215,898.

Last year was affected by one of effects of legal action and cost recovery, and the underlying result was actually a deficit of \$75k, so this years result is an encouraging turn around.

During the year, revenue increased modestly in the areas of membership, registrations and shows, but much of this revenue increase came from an increase in fees, rather than an increase in activity.

Overall, our membership shows a decline of 3% from last year, which continues the trend over the last few years.

Show entries continue a downward trend with the number of entries per show being down just over 6% over a last six years.

Total costs of the association were marginally less than last year, but after adjusting for abnormal legal fees of last year, costs actually increased by around 5% versus last year.

The majority of this increase came from the cost of maintaining our venues, Gazette costs, and insurance costs.

Venue costs are always a point of interest for members, and I thought it would be of benefit for members to compare our two venues. I have also included the country and other venues.

VENUE	REVENUE	COST	NET
KCC Park	\$186k	\$542k	\$356k loss
Bulla	\$93k	\$216k	\$122k loss
Country/Other	\$176k	Nil	\$176k profit

Gazette costs increased from \$262k to \$299k. Management continually looks at ways of reducing these costs without lessening services to members.

Insurance costs increased from \$76k to \$91k. Escalating insurance costs is an area of concern not only for the VCA but businesses in general.

Implementation of the new accounting package should be complete by the time the AGM is held. Our Finance Manager, Stephen Moustas has done an outstanding job in bringing this project to fruition, whilst managing the day to day finances of the association.

Stephen has been liaising with all committee chairs, and helping them to come to grips with their budget planning, and this is assisting the association with its cost control.

During the year, the management committee approved the re-valuation of KCC Park, and these figures are included in the accounts. There is no cash implication for this revaluation, but it is prudent to keep this valuation up to date in the accounts.

At the end of 2018 the association had \$1,907k in cash assets versus last year of \$1,882k.

After allowing for receivables and liabilities, the association has approximately \$1,600k in free cash.

The association has some real challenges ahead.

Arresting the decline in membership and show entries, maintaining prudent cost control, and planning for our future venue needs in a cost effective manner, are just some of them.

Members will need to join the management committee in maintaining an open mind on the way forward for the association. Your finance committee will always be available to members to discuss concerns, and we encourage you take a genuine interest in the finances of the Association.

John Hutchison
Chairperson

Committee comprises: John Hutchison (chair), Wayne Flemming, Lynne Harwood

HERDING COMMITTEE

The herding community have concluded another successful year. We thank those Dogs Victoria affiliates which have continued to actively promote herding over the year for making this possible.

Shelley Donald, resigned due to work commitments. Pia Butcher was appointed in her stead. Three members, Alexa McGauran, Noeline McIlroy, Kate Dourley, stood for re election and were successful.

Kate Dourley has continued in the role of judges training co-ordinator 2018. It was a very successful year with many new entrants qualifying as test judges.

Unfortunately 2018 was a poor year for the herding grounds (Area 3) at KCC Park. Due to a long term lack of adequate maintenance this area became unfit for use. However, recent contact with KCC Park facilities committee gives us hope that there will be an upgrade and we can continue to develop our use of this area.

The state event was held again. However, the amenities event was not held and has been suspended for the time being.

Growth of numbers was static during 2018 but the skills development continues, among trainers, judges and participants. Victoria has strong participation among all classes and levels of the trials. We also have a wide range of purebred dogs participating at high levels and achieving consistent excellent results.

My thanks to the committee for their involvement and dedication in 2018. I thank them for their support this year and look forward to the year to come.

Alexa McGauran
Chair

Committee comprises: Alexa McGauran (chair), Noeline McIlroy (Deputy Chair), Jan Anderson, Pia Butcher, Kate Dourley, Garry Roberts

KCC PARK FACILITIES COMMITTEE

In March 2018 management committee re-established the KCC Park Facilities committee. Chris Moore was appointed as the chair in April 2018. The hard working committee is made up of David Barclay, Trevor Stevens, Stacey Sullivan, Vin McPhee and Chris Warren. Our key charter is to oversee the fixed assets at the Park and monitor the maintenance program.

We have had a very busy year with many hours work by our committee at KCC Park, and a lot of money has been expended. Our first key focus was to ensure all our utilities were working correctly and safe.

The storm water system has been cleaned out. We have a large pump pit that pumps the water into the lake and one of the pumps was totally blocked with tennis balls and other debris.

We have also cleared out all the blocked drains and gutters in the pavilion after putting a camera through the pipes. These blockages were causing flooding inside.

Inside the pavilion, we have painted exclusion areas around the power points, and moved the bins from the ringside into new exclusion zones against the walls. Our committee has also increased the number of handicapped car parks outside the pavilion entrances. One issue we face is the selfish parking of some members taking up two bays of a car park with a single car.

Wedge Road has been graded at not cost to Dogs Victoria, the drain on Wedge Road has now been cleaned out and this will reduce flooding at the entrance.

Classic Room toilet blockages has been a major issue. Core issue is the flushing incorrect man made items not toilet paper down them. Key message use the bins provided for this items. The main outlet pipe has been increased in size, and tree roots removed, which will also prevent blockages.

Over the past eight months, we have now replaced all the pumps in septic tank system at the Park which had burnt out after many years of use. This now should prevent blockages.

Front lawn remediation after the cracks in the front lawn, dead grass and weeds became a major issue and we nearly lost the entire surface. A turf contractor was employed to provide remediation by ways of herbicides and fertiliser, and top dress low lying ring areas. A lot of repairs have been undertaken on the sprinkler system to ensure we get full water coverage. Three new sprinklers were installed in January 2019. We are now moving two stewards boxes in group one and four to improve coverage.

We are very fortunate to have access to the recycled water which is used in the housing estates and local farms, including the vegetable gardens. It is very safe. This water is used for watering all our lawns and flushing the toilets, and is critical when we have dry hot weather. This system was also failing over last summer and running at 40% capacity. This system has undergone major maintenance to ensure the pumps operate at their optimum capacity. We are now investigating installation of two additional storage tanks to provide more watering during summer. Area one is watered twice daily between 9pm and 6am. The timer system has been professionally set to ensure all performance areas are watered. We have also repaired many line breaks in the Class A water system.

Sadly the roadway has been undermined by water coming off the dog storage sheds where the down pipes are no longer connected, which when it rains, floods the gravel

car park, off lead area then under the roadway. We are now looking at concreting this entrance and installing down pipes to the affiliates storage sheds.

Birds in the pavilion has been an ongoing issue, this year replaced all the broken wire on the north and south ends of the pavilion, and wire over the open drains. This has dramatically reduced the number of birds, but we have not identified two main holes where birds are still getting in. Quotes are being obtained to have these filled.

The management committee has approved the running of a Bunnings style BBQ at KCC Park events, to enable clubs to raise funds selling sausages and onions in bread. On the Summer Spectacular weekend our committee with help from the Friends of the Park and our family members ran the BBQ for three nights and raised \$1500. We are in the process of setting up a booking system in the office so your club can book the BBQ to run at a show. All profits are kept by the affiliate.

We have started a new group called Friends of the Park, with two volunteer mornings last year, to work on the gardens around the park, clean out storage sheds, sand and paint window and door frames of the Lyndhurst room, tidy up pavilion office, and clean out the ex promotions caravan.

We sold the caravan for \$10,000 and money will be used on members facilities at the park.

The off lead areas have been closed since January 19 as they are dangerous and dogs have been escaping. We are getting quotes to replace them.

We are at the feasibility stage of establishing a community Men's Shed at KCC Park. A community meeting will be called in the forthcoming months.

Major projects we are currently investigating are installation of fire services at KCC Park, this will be our next major capital project which we need to raise funds for – this is an urgent project. We have also started scoping the Sewerage Connection to KCC Park, which will allow more toilets and showers to be installed. Costs not know at this point for either of these. Sewerage is a 2-3 year project.

We are looking forward to improvements at our Park in 2019.

Chris Moore
Chair

Committee comprises: Chris Moore (chair), David Barclay, Vincent McPhee, Stacey Sullivan, Chriss Warren, Maureen Gostelow, Tim Adams (CE)

KCC PARK SHOW COMMITTEE

The primary function of this Committee is to raise funds for amenities at KCC Park.

The committee conducted its 31st All Breeds Championship Show on 8 July 2018. Mr John Thompson officiated the general specials. The judging panel consisted of three interstate and five local judges. Thank you to all the championship show judges for giving freely of their time at no cost to the club in support of our fund-raising activity.

The committee would also like to this opportunity to sincerely thank all those people who assist in running this show and especially our major sponsors namely Pet Network, Dogtainers, Royal Canin and Oakwood.

This year our entry of 888 dogs (2017- 655) was 35.6% higher than previous year. The profit generated for the show increased to \$5,292.17 (2017 - \$3,147.43).

This is a tremendous effort for a small committee, and we wish to thank all those exhibitors and clubs who support the committee in their efforts to provide more amenities at the Park.

One of the aims of the committee is to offer first time local and interstate judging appointments across each group.

Committee comprises: Trevnor Hardner (vice president & treasurer), Anna Lane (secretary), Peter Frost, Annette Baxter, Robynne Spencer, Kerrie McKinnin, Linda Dempsey

LIBRARY COMMITTEE

The library started off 2018 with the resignation of very long term committee member Jan Irving. Jan had been on the library committee for 18 plus years and was serving as our purchasing officer for all books, DVDs and other items that the library needed. We wish her well in retirement and thank Jan for her long standing commitment to preserving the history of canines.

The library applied for a grant from the Local History Grants Program and received \$13,900 to cover the cost of digitalisation of the first 38 years of KCC Gazettes. These are now with Trove in Canberra to be made into readable text for the public to access. We also applied to the Frankston City Council for a grant and received \$500 to help pay for magnetic labelling strips for the book shelves.

We acquired many large donations from life members and all breeds judges this year. As members are 'downsizing' they are entrusting the library with their precious books. We thank all members for their generous donations and a special mention to thank Di Drayton for her 500 odd book contribution, this really enhanced our collection.

We also have requests from interstate people for research into their particular breeds. This is why the collection is

so important – it is preserving the history of all canines in Australia in a central location and allowing anyone to access canine history.

The library also houses books and videos/DVDs from various breed clubs. We thank these breed clubs for trusting us with their collections.

September saw an upheaval in the library as it was closed. At time of writing this report, (December 2018) it is still closed, but hopefully will be re-opened in early 2019, back to its original full size. We know many members are waiting to borrow works and this has been a large inconvenience to all VCA members and researchers alike.

We would also like to thank Lindsay Bolden for her 10 years on the library committee, Lindsay has resigned in December and we wish her well in the future.

Food for thought – England and American Kennel Clubs only have one canine library for each country. It is now time to think to the future and have one canine library for Australia. We need to think to the future and have much larger premises to house this ever growing and very valuable collection. An idea is being put forward to the ANKC to have Melbourne as the central location for an Australian Library and Museum for all Australians to have somewhere to donate their treasured books and artefacts for future generations to enjoy. Funding for a new building could be sourced from a philanthropist or from government grants. Both the Library and Museum need to increase their existing space by threefold.

Heather Simpson
Chair

Committee comprises: Heather Simpson (chair), Clare Hodges (deputy chair), Robyn Carney, Anne Lenne, Elaine Lomax, Jill Rossetter, Jenni Staniforth, Leanne Trenwith

LIBRARY SHOW COMMITTEE

The primary function of this committee is to raise funds for the Dogs Victoria Library.

We held our inaugural championship show on 1 January 2019. The judging panel consisted of five interstate and two local judges with an entry of 635.

We were extremely pleased to be able to share the majority of the judges from the Dogs Victoria Amenities Show and our thanks goes to Lynne Harwood in arranging same.

The committee also raised money with a raffle with the prizes being donated (thanks to Lindsay Bolden for the gift voucher).

I would like to thank all the members of the dog world for supporting our first show, the hard working committee and also our show manager Arthur Wilson along with his stewards that enable our show to run so well.

We hope you all support our next show to be held on Friday 20 December 2019.

Leanne Trenwith
Chair

Committee comprises: Leanne Trenwith, Lindsay Bolden, Clare Hodges, Anne Lenne, Elaine Lomax

LIFE MEMBERSHIP APPROVAL PANEL

The Life Membership Panel met on the 15 February 2017 and resolved to:

1. The panel recommend the approval of one [1] new Life Members – Keith Lovell and was subsequently approved by management committee.
2. The panel also received one [1] nominations for VCA Member Outstanding Contribution Award), which was not approved.
3. The panel recommended the approval of one [1] Canine Outstanding Contribution Award to Neuter Ch Windyle Black Brocade CCD RN PT and was subsequently approved by management committee.
4. The Panel organised vales for life members and other members that comply with the approved criteria.
5. As of the 15 December 2018 there are 47 Dogs Victoria Life Members.

Roger Bridgford
Convenor/Chairman

Panel comprises: Roger Bridgford (convenor/chairman), Gael Wilcock (deputy chairman), John Thompson, Marilyn Syme OAM, Rhonda Tosh, Robert (Bob) Bell

LURE COURSING

It is with great pride that I write this annual report for the lure coursing subcommittee. The current subcommittee was formed after the first subcommittee was disbanded in late 2017. Since the inception of this subcommittee we have been very busy getting things under way for the sport to proceed in this state under the banner of the ANKC.

Before I get into the details of the year, I would like to thank each and every person that has been involved in this subcommittee over the past year, for their invaluable contributions to our meetings and their contribution to the sport in this state. Thank you also to all of the competitors and the affiliate clubs that made it possible for this sport to take off in Victoria in such a healthy and vibrant way.

For the subcommittee, this year has been hectic to say the least. We have been chasing our tails for the vast majority of the time.

To keep things brief it will be best to list our progress in dot point form:

- There were 14 lure coursing trials in 2018, of which every field that was used was inspected by a member of the subcommittee before approval was given for an event;
- The subcommittee met seven times, three of which were whole day meetings;
- The charter was reviewed and deemed satisfactory;
- A seminar was held in Bendigo with guest judge Helge Kronsteiner from Austria;
- The Victoria Guidelines for lure coursing events were written and submitted to the management committee for approval;
- The ANKC Rules Review submissions were collated, presented to the ANKC and returned for comment by members;
- A judges, lure drivers and huntsmaster training program has been discussed, although not finalised at this point in time; and
- Area three was deemed unsuitable for any type of coursing and an alternate venue was arranged for the type of coursing that the Rhodesian Ridgeback Club of Victoria conducts

Looking forward, 2019 looks very promising with 19 events on the calendar and at least two new clubs trying their hand at running events. After only one year of events we have a whole spectrum of breeds of dogs that have attained lure coursing titles this year. Victoria also looks like we are topping the poll of the other states for consistently having the largest entries of dogs at our events in 2018. We look forward to seeing the dogs that will attain their titles in 2019. Congratulations to all of the competitors and their owners who competed in 2018 and all the best for 2019.

Marcus Mellick
Chairperson

Committee comprises: Marcus Mellick (chair), Sharne Quinn (ANKC representative), Noeline McIlroy (management committee representative), Kenn Airens, Els Airens, Tina Button, Rebecca Kaesler, Chantal Parratt, Kylie Stocco

NEW YEARS SHOW COMMITTEE

Our festive Amenities and New Years Eve Shows continue to be well supported by Dogs Victoria members as well as interstate exhibitors. My committee would like to see the funds raised at these events being spent on further upgrades to KCC Park especially the microphone and loud speaker system. Thank you to Gina and Brent Stanyon and Di Lee who form this committee with me as well as volunteers who help on the nights. If there are anyone members interested in joining our committee

please approach me or one of the committee. Thank you to all who have sponsored and donated trophies, cash and raffle prizes, without you we wouldn't raise as much for the upkeep of KCC Park.

Lynne Harwood
Chairperson

Committee Comprises: Lynne Harwood (chair), Brett Stanyon, Gina Stantyon, Anthony Volupi

OBEDIENCE, TRACKING AND ENDURANCE COMMITTEE

The 2018 OTEC year kicked off with rule review meetings for both judges and handlers on the endurance, tracking and track & search disciplines in late January to decide on how Victoria would vote at the upcoming conference. This was followed in early February with a scent workshop that was run by the committee for the continued training of our Victorian tracking and track & search judges.

The ANKC National Obedience & Tracking Committee met in Adelaide in early March to discuss and finalise the new rules for endurance, tracking and track & search, a very full two day meeting that finished with new rule book to be typed, verified etc. In late September all this was finalised and the rules were made available via the ANKC website to all. Meetings were held in December to outline the changes to both judges and handlers in PowerPoint presentations prepared by the state's delegate Lynn Klecka.

Judge's training in the various disciplines this committee is responsible for remains one highest priority of the committee. In March we help the first of the structured training obedience and rally workshops at KCC Park and the second lecture for the new trainees. The committee thanks the wonderful judges who work tirelessly with the trainees in the positions of class leaders and mentors imparting their knowledge and experience to them all.

Our thanks to Dawn Howard for her work as the OTEC coordinator of the judging scheme and to all the handlers, dogs and helpers who contribute to the smooth running of these workshops.

May is the month of the judge's written examinations for new licenses; following the written the practical assessments take place in June, with a very good pass rate being achieved by the trainees once again this year.

During 2018 members were assessed for the accreditation as Dogs Victoria Master Instructors, five were successful. Out congratulations to Rosalie Gerlach, Lea Cogley, Julie Urie, Linda Johnson, Robert Butler and Greg Bobbin.

The annual OTEC Easter Festival of Obedience and Rally Trials were held on the last weekend March as Easter was very early in 2018. As the Trial Secretary for the two days I'd like to thank everyone involved for a great team effort that made the trials the wonderful success they were.

The Dogs Victoria State Obedience & Rally Championships at KCC Park are held on the first weekend in August. Once again, as trial secretary, I sincerely thank the members of the OTEC and the many helpers who contribute so much to have the trials running so smoothly, special thanks to Melissa Ferabend who as assistant trial secretary works tirelessly behind the scenes.

This weekend also incorporates the Dogs Victoria Obedience Dog of the Year Awards on the Saturday coordinated by Dawn Howard and the Dogs Victoria Rally Dog of The Year Competition on the Sunday coordinated by Lynn Klecka.

The Obedience Dog of the Year is now awarded as first, second and third pins at each level of obedience, congratulations to all the very worthy winners.

The Dogs Victoria Rally Dog of the Year saw 10 qualifiers compete, the standard of the work was outstanding, but their can only be one winner and that was:-

Lindenbrae Kennels - Border Collie (Handled by Libby Hotchins)
RO Ch Lindenbrae Tarfinelekrtra CDX RAE2
2018 DOGS Victoria Rally Obedience Dog of the Year.

The Dogs Victoria annual State Tracking Trial has been held at Inverleigh, west of Geelong for many years now. With the wonderful assistance of the Tracking Club of Victoria and its members the trial continues to be highlight of the tracking calendar each year. As the trial secretary I would like to thank every tracking tragic for your continued support, your happy faces makes all the hard work so worthwhile.

Both the annual OTEC Presidents and Secretaries and OTEC Judges Forum meeting were not held in 2018 due to no agenda items having been received for either meeting. Which, as OTEC Chair I hope means that the clubs and judges are happy with the way the disciplines are running and know that they don't have to wait for an annual meeting to bring things to my or any other member of the committee's notice to be addressed.

Elections for OTEC were held in June/July. Ms Linda Johnson decided not to nominate again for a further term. During her time on the committee Linda contributed her skill and expertise and we thank her for that. Following the elections we welcomed Mrs Dawn Ayton back to the committee after having had a few years break and Miss Susan Murray who is a member for the first time and will bring another perspective to the team.

The obedience and rally trial run-through nights held at KCC Park on Tuesday evenings during daylight savings time run by OTEC with the assistance of so many committed members continues to be extremely popular. Every week it is comparable to running an open obedience trial with the taking of entries to the setting up of rings and checking in etc. none of which would be possible without the input of various committee members, especially Dawn Howard, and all those committed

members and judges who come along to assist so many people lucky enough to access to these sessions. Your efforts are very much appreciated.

The training session culminate with the running of an open obedience and rally trial on the last Tuesday in November each year under lights. Mid-week trialling is definitely popular at this time of the year, evident by the entry numbers.

Apart from all of the above the Committee also holds 9 to 10 monthly meetings throughout the year, dealing with the day to day matters of fixture dates, dog assessments, rule changes etc.

The OTEC notes are prepared and submitted on a monthly basis, by Dawn Howard and the new OTEC newsletter is sent out on a regular basis to keep the judges and clubs up to date, by Sue Collier, who also took on the title of minute taker at our meetings each month.

My sincere thanks to all my fellow committee members for their support throughout the past year and also to the members and affiliated committee and clubs for their assistance and look forward to continuing this into 2019.

Lynn Klecka
Chairperson

Committee Comprises: Lynn Klecka (chair), Melissa Ferabend (deputy chair), Dawn Ayton, Sue Collier, Noeline McIlroy, Susan Murray

OPEN SHOWS COMMITTEE

2018 has been a very big year for the open show committee - we ran five double headers with the largest entry being a very creditable 297 dogs.

This year has seen increased involvement from the CJC which has been very gratefully received meaning that all our trainee judges have ringside mentors. I would like to thank Arthur Wilson our show manager who has performed admirably in finding us stewards as well as helping with the mentoring of new stewards, as well as Judy Oliver and Kim Burke for their ongoing support and Liz Smith and Karen Hollingworth for their catering expertise.

2018 saw a few new ideas being trialled – The Handlers Clinic with Peter Frost was well attended and we thank Peter for his time. This year we will be trialling more handling clinics- adults and juniors, presentation clinics and new exhibitors sweepstakes.

Thanks also to Royal Canin for their ongoing support. If you haven't yet been to the open shows come down and have a look – preferably with a dog in tow!

Pauline Grutzner
Chairperson

Committee comprises: Pauline Grutzner (chair), Kim Burke (secretary - Bulla shows), Jo Starling (secretary- KCC Park shows), Tracey Coyle, Michael Higgins, Chris John, Julia Jones, Gerald Munro, Judy Oliver, Dianne Shackelford

RETRIEVING & FIELD TRIAL COMMITTEE

2018 saw a changing of personnel of the RAFT committee with Trevor Stevens retiring as chair and new members Dianne McCann and Karl Britton joining RAFT as new retrieving trial delegates. Thank you Trevor for your many years of service to the RAFT disciplines.

Retrieving Ability Test for Gundogs

In 2018 we saw nine retrieving ability tests for gundogs (RATG) by a variety of breed, gundog and obedience clubs. A total of 27 retrieving trials for gundogs were conducted in victoria including the two day state championship followed by the three day national retrieving trial championship.

Retrieving Trials for Gundogs

In September the two day Victorian state retrieving trial championship was judged by father and son team Robert and Gareth Tawton. The winning dog was RT Ch Adderslot Maggie May DM on 302 points over the six runs and is owned, trained and trialled by Russell Whitechurch.

The following weekend the national retrieving trial championship was conducted over three days September 14, 15 and 16 at Alexandra and was judged by husband and wife team Noel and Kate Eltringham. At the start of competition there were 49 dogs and at the completion of competition 10 dogs were remaining, Victorians were very well represented with the first three places being awarded to Victorian dogs and handlers as follows:

- 1st - Russell Whitechurch's Rt Ch Adderslot Maggie May (Lab B) 384 pts
- 2nd - Russell Whitechurch's Rt Ch Adderslot Tuscanys Arrow (Lab B) 364 pts
- 3rd - Jim and Allison Hargreaves' Ellishea Rips Chevrolet (GR D) 353 pts

The Victoria Retrieving Trial Dog of the Year – Jack Montasell Trophy was awarded to Trevor Stow's Rt Ch Adderslot Georgie Anna

Utility Gundog Field Trials

A total of 12 utility gundog field trials were scheduled in Victoria for 2018 including the two day state utility gundog field trial championship judged by Mr David Blacker and the two day National utility gundog field trial championship the following weekend was judged by Mr Elio Colasimone (Qld). The results as follows:

2018 State Championship

- 1st - Conrad Robb's Greytrieve Mojave Magic (Wei B) 187 pts
- 2nd - Steve Burke's Pointgold Polo Black (GSP) 137 pts

2018 National Championship

- 1st - James Saliba's Yorifield York Rose (GSP B) 224 pts
- 2nd - Russell & Di McCann's Topnotch Rafael (GSP D) 200 pts

Spaniel & Retriever and Pointer & Setter Field Trials
Unfortunately there were no spaniel & retriever trials conducted in 2018 and limited game opportunities restricted the number of pointer & setter trials conducted in 2018.

Noel Eltringham
Chairperson

Committee comprises: Noel Eltringham (chair), Karl Britton, Diane McCann, Greg Playdon, Marc Canavan, Darren Smith, Joe Camilleri, Fernando Sorgiovanni, Dave Blacker, Russell Thomas

SUMMER SPECTACULAR COMMITTEE

The Summer Spectacular committee ran three shows at KCC Park on 30 November, 1 & 2 December 2018. As we are all aware it takes a large amount of work from all involved to put on these events.

I wish to thank our international panel of judges for being a part of this great event on the Dogs Victoria calendar.

The committee thank our show manager Arthur Wilson, our stewards, ticket writers and VCA Representative for the work they do in ensuring these shows run smoothly for the exhibitors.

We also thank our major sponsor Royal Canin for their contribution to this event and David and Julie Cartledge from Santlin Kennels for their generous donation.

This year the committee made use of the BBQ donated by the KCC Park Facilities Committee for clubs to use as a fundraiser at events by way of running a sausage sizzle. The sausage sizzle ran each day by volunteers including Stacey Sullivan and her mum and dad, and members of the committee. The committee thank David and Julie Cartledge for donating the sausages and bread and to Max Goldsworthy for cutting up the 10kg bag of onions.

Of course, we would not have a three-day event if members did not support the show. The committee thank the exhibitors for supporting our championship shows and wish to advise with your help, over \$10,000 profit was made on these events.

In closing I wish to thank the members of the Summer Spectacular Committee for all your work.

Wayne Sharp
Chairperson

Committee comprises: Wayne Sharp (chair), Janet Davidson, Peter Frost, Lynne Harwood, Lou Howlett-Trahar, Stacey Sullivan

VICTORIAN CANINE ASSOCIATION INC

Review of Activities 1 January to 31 December 2018

Discipline	Year 2017	Year 2018	Variance	Variance %
Championship show				
KCC Park	38,104	35355	-2,749	-7.2
Bulla	28,811	30,592	1,781	6.2
Other Venue	53,597	49,552	-4045	-7.5
Total Championship Show	120,512	115,709	-4,803	-4
Open Show				
KCC Park	3,180	2,968	-212	-6.7
Bulla	1,137	545	-592	52.1
Other Venue	17	0	-17	-100
Total Open Show	4,334	3,513	-821	-18.9
Total Championship and Open Show	124,846	119,222	-5,624	-4.5
Obedience, Tracking & Endurance (OTEC)				
Obedience				
KCC Park	1,471	1,482	11	0.7
Other	1,085	1,318	233	21.5
Rally				
KCC Park	921	1,095	174	18.9
Other	997	1,509	512	51.4
Tracking	650	846	196	30.2
Track & Search	409	188	-221	-54
Endurance	82	126	44	53.7
Agility				
KCC Park	2,235	3,170	-935	41.8
Other	2,836	2,402	-434	-15.3
Herding				
KCC Park	326	95	-231	-70.9
Other	138	97	-41	-29.7
Retrieving & Field (RAFT)				
Field/Retrieving	817	1,145	328	40.1
Dances with Dogs				
KCC Park	53	27	-26	-49.1
Bulla	73	57	-16	-21.9
Earthdog				
KCC Park	16	31	15	93.8
Lure Coursing				
Other	260	866	606	233.1
Sled Sports				
Sled Sports	0	0	0	
Weight Pull				
KCC Park	69	65	-4	-5.8

The above figures represent the total entries in the various disciplines run under the auspices of Dogs Victoria as lodged by each individual club.

The above figures are effective as of 4/3/2019

Statement of Assets & Liabilities
as at 31st December 2018

	Note	2018 \$	2017 \$
CURRENT ASSETS			
Cash Assets	2	1,906,617	1,882,406
Receivables	3	176,010	363,812
Inventories	4	11,551	11,103
		<u>2,094,178</u>	<u>2,257,321</u>
NON-CURRENT ASSETS			
Property, Plant & Equipment	5	<u>7,639,017</u>	<u>6,701,114</u>
Total Assets		<u>9,733,195</u>	<u>8,958,435</u>
CURRENT LIABILITIES			
Creditors & Accruals	6	142,563	476,652
Leave Entitlements	7	116,095	115,506
Income In Advance	8	202,077	255,549
		<u>460,735</u>	<u>847,707</u>
NON-CURRENT LIABILITIES			
Leave Entitlements	7	<u>41,277</u>	<u>29,069</u>
Total Liabilities		<u>502,012</u>	<u>876,776</u>
Net Assets		<u>9,231,183</u>	<u>8,081,659</u>
<i>represented by:</i>			
MEMBERS FUNDS			
Accumulated Funds		3,949,522	3,899,998
Bequests Reserve	9	35,000	35,000
Asset Revaluation Reserve	10	5,246,661	4,146,661
		<u>9,231,183</u>	<u>8,081,659</u>
DISASTER RELIEF FUND	23		
CONTINGENT LIABILITIES	28		

This Statement should be read in conjunction with the accompanying notes.

**Statement of Comprehensive Income
for the Year Ended 31st December 2018**

	Note	2018 \$	2017 \$
REVENUE			
Membership Fees, Affiliations & Prefix Income		1,192,141	1,106,492
Registrations, Transfers & Title Certificates		1,148,678	1,002,212
Supply of Goods, Facilities & Services		525,547	559,735
Advertising & Sponsorship Income	15	136,537	137,777
Shows, Trials & Special Events		275,829	206,963
Bank & Term Deposit Interest		39,326	30,601
Insurance Proceeds		43,969	543,223
Other Income		88,276	47,691
Total Income		<u>3,450,303</u>	<u>3,634,694</u>
LESS EXPENSES			
Depreciation of Property, Plant & Equipment	5	208,037	188,050
Staff Salaries, Wages, Allowances & On-Costs	24	1,325,597	1,331,452
Maintaining Exhibition Facilities (excl Wages & Deprec'n)		437,785	379,798
Office Expenses incl. Maintenance of Canine Registers		426,467	437,968
Magazine, Gazette, Website & Other Publication Costs		298,701	262,057
Legal Expenses incl. Disbursements & Settlements	16	83,783	270,191
Cost of Shows, Trials & Other Activities & Events		225,751	153,141
Meetings, Reporting, Election & Committee Expenses		90,659	82,833
ANKC Affiliation Fees & Levies		66,023	66,966
Insurance Expense		91,867	76,020
Canine Research		36,801	30,197
Public Awareness		109,308	105,090
Website Upgrade		-	35,033
Total Expenses		<u>3,400,779</u>	<u>3,418,796</u>
CURRENT YEAR SURPLUS / (LOSS)		<u>49,524</u>	<u>215,898</u>

This Statement should be read in conjunction with the accompanying notes.

**Detailed Statement of Income & Expenditure
for the Year Ended 31st December 2018**

INCOME:	Note	2018 \$	2017 \$	Increase (Decrease) \$	%
Annual Fees & Subscriptions					
Membership Subscriptions	11	775,335	724,040	51,295	7%
Breeders' Kennel Prefixes		191,463	170,476	20,987	12%
Club Affiliation & Levies	12	196,355	186,156	10,199	5%
Judges Licence Fees		28,988	25,820	3,168	12%
		1,192,141	1,106,492	85,649	8%
Canine Registry Income					
Litter Registrations incl Levies		873,056	768,843	104,213	14%
Transfers of Registrations		203,283	168,778	34,505	20%
Export Certificates Issued		16,316	16,098	218	1%
Title Certificates Issued		56,023	48,493	7,530	16%
		1,148,678	1,002,212	146,466	15%
Facilities & Services Income					
Bulla Exhibition Centre Fees & Charges	13	92,707	114,923	(22,216)	-19%
KCC Park Dog Centre Fees & Charges	14	185,949	213,235	(27,286)	-13%
Country & Other Venue Show Levies		176,117	176,219	(102)	0%
Advertising and Sponsorships	15	136,537	137,777	(1,240)	-1%
Breeder Accreditation Program		21,091	18,876	2,215	12%
Judges Training & Accreditation		24,046	11,501	12,545	109%
Sale of Show & Trial Stationery		25,637	24,981	656	3%
Shows, Trials & Other Events	17	275,829	206,963	68,866	33%
		937,913	904,475	33,438	4%
Other Income					
Bank & Term Deposit Interest		39,326	30,601	8,725	29%
Postage & Credit Card Fees Recovered		41,267	30,186	11,081	37%
Complaint Fees, Fines & Other Recoveries		47,009	17,505	29,504	169%
Proceeds of Committee Liability Insurance Claim		43,969	543,223	(499,254)	-
		171,571	621,515	(449,944)	-72%
TOTAL INCOME		3,450,303	3,634,694	(184,391)	-5%
LESS EXPENSES:					
Cost of Providing Member Facilities, Services, Shows & Trials					
ANKC Affiliation & Levies		66,023	66,966	(943)	-1%
Canine Research Donation	18	36,801	30,197	6,604	22%
Annual Election Expenses		23,742	22,213	1,529	7%
Grounds - Bulla Exhibition Centre	13	215,535	184,108	31,427	17%
Grounds - KCC Park State Centre	14	541,740	503,138	38,602	8%
Insurance - Members & Property	20	91,867	76,020	15,847	21%
Judges Training & Accreditation		14,524	6,146	8,378	136%
Legal Fees incl. Disbursements & Settlements	16	83,783	270,191	(186,408)	-69%
Meetings incl. AGM, ANKC, Committee Expenses		52,391	54,474	(2,083)	-4%
Magazine, Website & Calendar Expenses	15	298,701	262,057	36,644	14%
Public Awareness incl. Media & Promotions		109,308	105,090	4,218	4%
Cost of Shows, Trials & Other Activities & Events	17	225,751	153,141	72,610	47%
Website Upgrade		-	35,033	(35,033)	-
		1,760,166	1,768,774	(8,608)	0%

This Statement should be read in conjunction with the accompanying notes.

**Detailed Statement of Income & Expenditure
for the Year Ended 31st December 2018 (Cont'd)**

	Note	2018 \$	2017 \$	Increase (Decrease) \$	%
Administration Office & Canine Registry Expenses					
Auditor's Remuneration	21	24,600	21,600	3,000	14%
Bad & Uneconomical Debts		2,493	-	2,493	0%
Bank Charges & Service Fees		21,907	18,104	3,803	21%
Canine Registration Database Fees	19	44,821	33,997	10,824	32%
Cleaning & Rubbish Removal		13,763	15,461	(1,698)	-11%
Computer Maintenance & Supplies		45,725	60,439	(14,714)	-24%
Consultancy Fees		9,800	6,350	3,450	54%
Depreciation - Office Equipment		25,032	16,332	8,700	53%
Light, Heat & Power - Office		12,487	11,588	899	8%
Motor Vehicle Expenses Reimbursed		5,493	5,519	(26)	0%
Photocopier Rental & Maintenance		47,423	35,788	11,635	33%
Postage, Courier & Express Post		77,279	87,133	(9,854)	-11%
Printing & Stationery		46,693	76,322	(29,629)	-39%
Repairs, Maintenance & Replacements		13,173	6,884	6,289	91%
Staff Salaries, Wages & On-Costs	24	1,189,184	1,195,722	(6,538)	-1%
Security & Shredding		12,607	15,981	(3,374)	-21%
Staff Teas, Toiletries & Amenities		10,977	10,251	726	7%
Staff Training & Development		600	2,691	(2,091)	-78%
Subscriptions & Memberships		1,753	1,100	653	59%
Sundry Office Expenses		1,269	531	738	139%
Telephone, Internet & Facsimile		33,534	28,229	5,305	19%
		1,640,613	1,650,022	(9,409)	-1%
TOTAL EXPENSES		3,400,779	3,418,796	(18,017)	-1%
SURPLUS FROM ORDINARY OPERATIONS		49,524	215,898	(166,374)	
Add: Accumulated Funds Brought Forward		3,899,998	3,683,775	216,223	
Less: Transfer from Bequests Reserve A/c		-	325		
MEMBERS FUNDS AT 31 DECEMBER 2018		3,949,522	3,899,998	49,524	1%

This Statement should be read in conjunction with the accompanying notes.

Statement of Cash Flows
for the Year Ended 31st December 2018

	Note	2018 \$	2017 \$
Cash Receipts from Operating			
Receipts from Operating Activities			
incl. Goods & Services Tax Collected		3,788,687	3,398,444
Proceeds of Insurance Claim		43,969	543,223
Government Grant Received		13,900	-
Bank & Other Interest Received		35,601	24,536
Total Operating Cash Inflows		<u>3,882,157</u>	<u>3,966,203</u>
Less Cash Payments from Operating			
Payments for Operating Expenses			
incl. Goods and Services Tax Paid		3,812,008	3,402,516
Net Cashflow from Operating	22	<u>70,149</u>	<u>563,687</u>
 Cash Receipts of a Capital Nature			
Proceeds from Disposal of Assets			
less Goods & Services Tax Collected		-	-
Less Cash Payments of a Capital Nature			
Plant, Equipment & Ground Improvements			
less Goods & Services Tax Refunded		45,938	78,906
Net Cashflow from Investment		<u>(45,938)</u>	<u>(78,906)</u>
 Net Cash Inflow/(Outflow) for Year		24,211	484,781
Add: Cash on Hand & At Bank			
As At Start of the Financial Year		1,882,406	1,397,625
Cash on Hand & At Bank 31-Dec-18	2	<u>1,906,617</u>	<u>1,882,406</u>

This Statement should be read in conjunction with the accompanying notes.

**Statement of Changes in Members Funds
 for the Year Ended 31st December 2018**

	Asset Revaluation Reserve	Bequests Held in Reserve	Accumulated Surplus	Total Member Funds
	\$	\$	\$	\$
Year-Ended 31st December 2018:				
Members Funds 1st January 2018	4,146,661	35,000	3,899,998	8,081,659
Add: Surplus from Operations	1,100,000	-	49,524	1,149,524
Add: Transfer to/(from) Reserves	-	-	-	-
Members Funds 31st December 2018	5,246,661	35,000	3,949,522	9,231,183
Year-Ended 31st December 2017:				
Members Funds 1st January 2017	4,146,661	35,325	3,683,775	7,865,761
Add: Surplus from Operations	-	-	215,898	215,898
Add: Transfer to Reserves	-	(325)	325	-
Members Funds 31st December 2017	4,146,661	35,000	3,899,998	8,081,659

This Statement should be read in conjunction with the accompanying notes.

Explanatory Notes to the Accounts

1. STATEMENT OF ACCOUNTING POLICIES

These accounts are a general purpose financial report prepared in accordance with Australian Accounting Standards (including Australian Accounting Interpretations), the requirements of the Associations Incorporation Reform Act 2012, and the Constitution, Rules and Regulations of the Victorian Canine Association Inc. being a not-for-profit entity. These accounts were authorised for release by officers of the Association for and on behalf of the Committee of Management on 20th February 2019.

The accounts are prepared on an accruals basis of accounting so as to match the income for the year with expenses incurred in earning that income. Except where stated, assets of the Association are recorded at historical cost and accordingly do not take into account current valuations of non-current assets.

Australian Accounting Standards are those prescribed by the Australian Accounting Standards Board so as to present relevant and reliable information summarising the transactions of Association. A summary of material accounting policies adopted by the Association in the preparation of the financial statements is set out below. Except where otherwise stated, these accounting policies have been consistently applied.

(a) Inventories

Inventories are valued at the lower of cost and net realisable value. Cost has been determined by specific identification.

(b) Investments

All investments in term deposits are recorded at cost and interest income brought to account on an accruals basis of accounting.

(c) Depreciation

Non-current assets comprising property plant and equipment other than land are depreciated or amortised over their estimated useful lives using either the straight line (p.c.) or diminishing value (d.v.) basis using the following rates:-

Buildings & Improvements	2.50%	D.V.
Plant, Equipment & Motor Vehicles	15.40%	D.V.
Office Computers & Computer Software	33%	P.C.

(d) Freehold Land

Freehold land held by the Association is shown in the financial statements at its fair value based on periodic, but at least triennial, valuation - municipal council or where conducted independent external valuation. Between valuation dates, officers of the Association assess the carrying amount of the land to ensure it is not in excess of its fair value. Any increase in the carrying amount of land is brought to account in the Statement of Income & Expenditure.

(e) Income Tax

The Association is exempt from income tax under Section 50-40 of the Income Tax Assessment Act 1997. The Association is, however, subject to tax on the value of any fringe benefits provided to employees either incidentally or under salary sacrifice arrangements and where payable an appropriate accrual for the amount of the FBT expense has been brought to account as a liability of the Association.

(f) Employee Benefits

Provision has been made for the Association's liability for annual and long service leave at balance date. Long service leave is accrued in respect of all employees. Employee benefits which may become payable within twelve months are brought to account by reference to wage rates prevailing as at the end of the financial year. Benefits which may be payable later than one year are measured by reference to the present value of the estimated future cash flows having regard to the probability of the employee satisfying vesting requirements.

(g) Comparatives

Where necessary, comparative financial year information has been re-classified to achieve consistency in disclosure with changes and enhancements in presentation for the current reporting period.

(h) Recognition of Revenue

Revenue from subscription income is recognised on an accruals basis of accounting with the unexpired portion of annual subscriptions brought to account at year-end as a liability. The unexpired portion of subscriptions received is calculated by reference to subscriptions actually received up to and including the balance date.

Revenue from the sale or supply of goods and services including canine registrations and advertising is recognised upon delivery of those goods or services to the member or customer. Revenue received in advance in respect of future advertising is brought to account as a liability of the Association until such time as the Association has fulfilled its obligations under the terms and conditions of the advertising contract.

Income from donations, sponsorships, trials, shows and other fund-raising activities is recognised in the accounts as and when received. Where the sponsorship proceeds relate to specific activities or events or are subject to conditions precedent the income is not recognised until such time as the activity or event has been completed (and/or the conditions otherwise satisfied).

Interest on fixed term deposits is recognised on an accruals basis of accounting with the amount of interest accrued at balance date brought to account as revenue with a corresponding current asset for the amount of interest due and receivable as at the end of the financial year from the Bank.

(i) Goods and Services Tax

Revenue, expenses and assets are recognised in the accounts after deduction of the amount of GST payable to or refundable from the Taxation Office except where the amount of GST incurred is not recoverable from the Commissioner. In such circumstances, the GST is recognised as part of the cost of acquisition or as part of the item of expense. Receivables and payable are stated in the Statement of Assets and Liabilities inclusive of the GST.

(j) Impairment of Assets

At the end of each financial year, the Association reviews the carrying value of all assets to determine whether or not any assets have been impaired and in cases where the carrying value may be greater than recoverable value, the book value is written down to its estimated recoverable value with a corresponding expense brought to account in the Statement of Income and Expenditure.

2. CASH ON HAND & AT BANK

	2018 \$	2017 \$
Cash on Hand:		
Administration Office	700	700
Sub-Committee Floats	400	400
	1,100	1,100
Cash at Bank:		
VCA Office Business Accounts	469,662	471,807
Classic Dog Show Committee	19,938	6,531
KCC Park Show Committee	12,748	11,229
	502,348	489,567
Cash on Deposit at Bank:		
Term Deposit No. 1	836,856	815,011
Term Deposit No. 2	359,821	350,000
Term Deposit No. 3	135,394	132,291
Classic Dog Show	36,508	59,437
Bequests Invested in Term Deposits	35,600	35,000
	1,403,169	1,391,739
Total Cash on Hand & at Bank	1,906,617	1,882,406

The weighted-average interest rate on fixed-term deposits at balance date was 2.5% (last year: 2.7%). Bank and fixed term deposit accounts are held with Bendigo Bank either at-call or with a maturity date of less than twelve months.

Victorian Canine Association Inc. t/as Dogs Victoria
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Financial Statements - Year Ended 31st December 2018

Explanatory Notes to the Accounts (Cont'd)

3. RECEIVABLES	2018	2017	4. INVENTORIES	2018	2017
	\$	\$		\$	\$
Accrued Interest	13,721	9,996	Show Stationery for Resale	11,551	11,103
Prepaid Expenses	53,415	137,277			
Accounts Receivable	108,874	216,539			
Total Receivables	176,010	363,812			

Stationery supplies for in-house consumption are expensed as and when incurred and are not brought to account as an asset.

	Historical 1st Jan.	Additions at Cost	Writeoff at Cost	Historical 31st Dec.	Deduct Deprec.	Book 31st Dec.	Deprecn For Year
	\$	\$	\$	\$	\$	\$	\$

5. PROPERTY, PLANT & EQUIPMENT

This Year Ended 31/12/2018

KCC Park Skye:

Freehold Land at Valuation	4,275,000	1,100,000	-	5,375,000	-	5,375,000	-
Buildings & Improvements at Cost	3,626,665	9,546	-	3,636,211	(1,534,511)	2,101,700	77,583
Machinery, Plant & Equipment at Cost	1,441,856	15,546	-	1,457,402	(1,417,340)	40,062	74,503
Library Equipment & Books at Cost	72,507	-	-	72,507	(69,657)	2,850	512

Bulla Exhibition Centre:

Equipment & Improvements at Cost	412,868	-	-	412,868	(333,469)	79,399	30,407
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VCA Membership Office:

Furniture and Equipment at Cost	384,107	20,846	-	404,953	(364,947)	40,006	25,032
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Total Property, Plant & Equipment	10,213,003	1,145,938	-	11,358,941	(3,719,924)	7,639,017	208,037
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Last Year Ended 31/12/2017

KCC Park Skye:

Freehold Land at Valuation	4,275,000	-	-	4,275,000	-	4,275,000	-
Buildings & Improvements at Cost	3,617,665	9,010	-	3,626,665	(1,456,928)	2,169,737	59,265
Machinery, Plant & Equipment at Cost	1,396,810	45,046	-	1,441,856	(1,342,837)	99,019	88,165
Library Equipment & Books at Cost	72,498	9	-	72,507	(69,145)	3,362	699

Bulla Exhibition Centre:

Equipment & Improvements at Cost	407,868	5,000	-	412,868	(302,976)	109,892	23,589
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VCA Membership Office:

Furniture and Equipment at Cost	364,266	19,841	-	384,107	(340,003)	44,104	16,332
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Total Property, Plant & Equipment	10,134,097	78,906	-	10,213,003	(3,511,869)	6,701,114	188,050
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For insurance purposes buildings together with other assets have a declared value of \$5,920,000 with cover current to 30th June 2019. Freehold land at 655 Dandenong-Hastings Road Skye (29.6 Ha) was revalued to City of Frankston site valuation \$5,375,000 at 1st January 2018 and is considered to be a fair assessment of current market value at year-end. The library collection was independently valued for insurance purposes at \$1,264,610 at 20th September 2014. For accounting purposes, library collect continues to be shown at historical cost consistent with other depreciable asset classes.

6. CREDITORS & ACCRUALS	2018	2017		Annual	Long
	\$	\$		Leave	Service
Accounts Payable	72,394	343,491	Analysis of Entitlements -		
GST Payable	14,047	(28,628)	Balance at Start of Year	54,191	90,394
PAYG Payable	15,791	15,443	Add: Leave Accrued	78,399	12,958
Sundry Creditors & Accruals	40,331	146,346	Less: Leave Taken	-71,977	-6,583
Total Creditors & Accruals	142,563	476,652	Balance at End of Year	60,613	96,759

7. LEAVE ENTITLEMENTS	2018	2017	8. INCOME IN ADVANCE	2018	2017
	\$	\$		\$	\$
Current Liability			Prepaid Advertising	1,782	17,185
Annual Leave	60,613	54,191	Club Affiliation Fees	118,204	121,084
Long Service Leave	55,482	61,315	Judges Licence Fees	25,309	27,093
	116,095	115,506	Prepaid Kennel Prefix	10,442	12,069
Non-Current Liability			Prepaid Entry Fees	401	39,701
Long Service Leave	41,277	29,069	Prepaid Library Grant	14,400	-
			Prepaid Subscriptions	31,539	38,417
Number of Employees (F/T & P/T)	16	16	Total Income in Advance	202,077	255,549

Explanatory Notes to the Accounts (Cont'd)

9. REQUESTS HELD IN RESERVE

	2018	2017
	\$	\$
Est. Late Gordon Wallace	10,000	10,000
Est. Late David J K Roche	25,000	25,000
Total Requests Held in Reserve	35,000	35,000

10. ASSET REVALUATION RESERVE

	2018	2017
	\$	\$
Revaluation of Freehold Land		
Historical Cost of Freehold Land	128,339	128,339
Add: Revaluation to Fair Value	5,246,661	4,146,661
Revalued Land	5,375,000	4,275,000

11. JOINING FEES & SUBSCRIPTIONS

	2018	2017
	\$	\$
New Member Joining Fees	48,619	40,307
Ordinary Subscriptions	637,161	595,954
Pensioner Subscriptions	38,970	38,777
Associate Subscriptions	7,181	4,369
Secondary Subscriptions	15,969	18,377
Junior Subscriptions	4,151	3,982
Senior Subscriptions	17,677	15,467
Companion Subscriptions	5,607	6,807
Total	775,335	724,040

12. AFFILIATION FEES & LEVIES

	2018	2017
	\$	\$
Agricultural Societies	15,017	13,709
All-Breed Dog Clubs	53,544	47,907
Specialist Breed Clubs	30,169	30,727
Dog Obedience Clubs	17,164	17,593
Other Clubs & Affiliates	4,292	4,291
Affiliate Services Levy	76,169	71,929
Total Affiliation Fees	196,355	186,156

13. BULLA GROUNDS

	2018	2017
	\$	\$
Income:		
Surcharge & Usage Levies	79,251	102,481
Hire of Rooms & Equipment	7,719	8,954
Vendors Site Fees	5,737	3,488
Total Income	92,707	114,923

Less Direct Costs:

Cleaning & Supplies	15,324	14,286
Depreciation	30,407	23,589
General Expenses	2,921	2,907
Rent, Rates & Outgoings	47,705	45,137
Light & Power	29,767	16,895
Maintenance & Upgrades	39,713	32,236
Motor Vehicle Expenses	4,819	4,027
Wages & On-Costs	44,879	45,031
Total Direct Costs	215,535	184,108

Net Cost:	(122,828)	(69,185)
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14. KCC PARK GROUNDS

	2018	2017
	\$	\$
Income:		
Hire of Rooms, Equipment & Grounds	20,385	28,231
Building Annual Rental	3,790	3,790
Optus Annual Rental	11,748	9,506
Residential Rental	13,650	16,049
Surcharge & Usage Levies	122,419	133,529
Catering Commission	9,819	13,899
Vendors Site Fees	2,869	7,661
Library Income	1,269	570
Total Income	185,949	213,235

Less Direct Costs:

Clearing	88,218	71,044
Depreciation	152,598	148,129
General Expenses	5,541	8,826
Hire of Equipment	5,369	6,331
Library Expenses	11,367	12,247
Light & Power	21,175	17,183
Motor Vehicle Expenses	11,414	8,777
Rates & Taxes	15,979	12,887
Repairs & Maintenance	124,871	113,274
Wages & On-Costs	91,606	90,699
Water Supply Costs	13,602	13,741
Total expenditure	541,740	503,138

Net Cost	(355,791)	(289,903)
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15. ADVERTISING & SPONSORSHIP

	2018	2017
	\$	\$
Income:		
Commercial	79,806	81,576
Members & Affiliated Clubs	56,731	56,201
	136,537	137,777

Less Direct Costs:

Magazine Production & Distribution	276,660	248,700
Calendar Production Costs	22,041	11,917
Website Maintenance	-	1,440
Total Expenditure	298,701	262,057

Net Cost	(162,164)	(124,280)
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16. LEGAL FEES, DISBURSEMENTS & SETTLEMENTS

	2018	2017
	\$	\$
Member Complaints	25,162	252,203
Rules, Regs & Other Legal Matters	58,621	17,988
Total Legal Fees & Disbursements	83,783	270,191

Prior year member complaints against the Association were settled during the year. As the Association was insured under its committee indemnity policy for particular losses and outgoings incurred in defending such matters, some costs were met by the Association's insurer. The proceeds of such claim has been brought to account as income in this financial report. The Association is not insured for all losses and outgoings and any claim is subject to the insurers stated exclusions and excesses. Income from a claim is recognised and brought to account only if the Association's insurer has accepted liability for the claim and the amount is known and approved.

Victorian Canine Association Inc. t/as Dogs Victoria
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Financial Statements - Year Ended 31st December 2018

Explanatory Notes to the Accounts (Cont'd)

17. SHOWS, TRIALS & EVENTS

	2018	2017
	\$	\$
Gross Income:		
Classic Dog Show	13,604	10,526
KCC Park Show	12,673	9,169
State & National Trials	105,689	19,041
New Years Eve Show	22,176	25,313
Bulla Amenities Shows	30,456	36,046
OTEC Easter Shows & FOO	7,442	9,621
Big Dog Day Out Promotion	8,022	5,769
Top Dog Event & Dinner	5,716	8,053
Royal Canin Summer Spectacular	53,621	62,429
Annual Conformation Open Show	14,062	12,070
Other Activities & Events	2,348	8,926
	<u>275,829</u>	<u>206,963</u>
Gross Expenditure:		
Classic Dog Show	4,932	4,678
KCC Park Show	7,381	6,021
State & National Trials	102,163	20,023
New Years Eve Show	15,621	16,904
Bulla Amenities Show	21,411	21,671
OTEC Easter Shows & FOO	6,565	7,432
Big Dog Day Out Promotion	5,431	3,981
Top Dog Event & Dinner	8,053	7,945
Royal Canin Summer Spectacular	40,601	47,494
Annual Conformation Open Show	9,486	7,127
Other Activities & Events	4,107	9,865
	<u>225,751</u>	<u>153,141</u>
Net Contribution for Year	<u>50,078</u>	<u>53,822</u>

18. CANINE RESEARCH DONATION

	2018	2017
	\$	\$
Canine Research Foundation	<u>36,801</u>	<u>30,198</u>

Dogs Victoria has undertaken to contribute \$2 per registered puppy to the Foundation and is a signatory to the original Trust Deed.

19. AUSTRALIAN CANINE REGISTER

	2018	2017
	\$	\$
Maintenance & Upgrade Costs	<u>44,821</u>	<u>33,997</u>

Dogs Victoria in conjunction with other Australian National Kennel Council members maintain an electronic database recording the registration and transfer of ownership of pure bred dogs. Dogs Victoria contributes to upgrades and redevelopment costs on a quarterly basis and is responsible for a 27.35% share of such costs..

20. INSURANCE

	2018	2017
	\$	\$
Business & Property Insurance	13,293	13,289
Group Personal Accident & Injury	18,134	12,877
Public & Products Liability Insurance	35,465	33,641
Committee & Professional Indemnity	24,975	16,213
	<u>91,867</u>	<u>76,020</u>

21. AUDITOR'S REMUNERATION

	2018	2017
	\$	\$
Auditing the Accounts & Records	13,950	13,950
Financial Reporting Disclosures	7,650	7,650
Taxation Services - GST	3,000	-
Total Remuneration	<u>24,600</u>	<u>21,600</u>

22. CASH FLOW RECONCILIATION

	2018	2017
	\$	\$
Surplus / (Deficit) for the Year	49,524	215,898
Addback: Non-Cash Items:		
Depreciation & Amortisation	208,037	188,050
Change in Leave Entitlements	12,797	19,147
Change in Inventories on Hand	(448)	18
Change in Receivables	187,802	(141,434)
Change in Accounts Payable	(334,089)	190,666
Change in Income in Advance	(53,472)	91,342
Whole Dollar & Cents Rounding	(2)	-
Cash Inflow from Operating	<u>70,149</u>	<u>563,687</u>

23. DISASTER RELIEF FUND

	2018	2017
	\$	\$
Balance Brought Forward	560	560
Add: Receipts & Donations	-	-
Less: Assistance Payments	-	-
Balance Carried Forward	<u>560</u>	<u>560</u>
represented by -		
Bendigo Bank Savings A/c	560	560
Total Funds Held in Trust	<u>560</u>	<u>560</u>

Victorian Canine Association Inc. t/as Dogs Victoria
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Financial Statements - Year Ended 31st December 2018

Explanatory Notes to the Accounts (Cont'd)

24. SALARIES, WAGES, ALLOWANCES & ON-COSTS

	Admin Employees \$	Ground Maintenance \$	Total \$
Y/E 31/12/2018 -			
Salaries, Wages, Benefits, Terminations & Temp Staff incl. Field Officers	1,051,359	112,899	1,164,258
Superannuation - 9.5% Award SGC	84,811	23,584	108,395
State Revenue Office - Payroll Tax	25,951	N/A	25,951
Workers Compensation Insurance	14,267	N/A	14,267
Change in Annual Leave Provision	6,421	N/A	6,421
Change in Long Service Leave	6,375	N/A	6,375
	<u>1,189,184</u>	<u>136,483</u>	<u>1,325,667</u>
Y/E 31/12/2017 -			
Salaries, Wages, Benefits, Resignations & Temp Staff incl. Field Officers	1,030,427	123,954	1,154,381
Superannuation - 9.5% Award SGC	104,523	11,776	116,299
State Revenue Office - Payroll Tax	28,193	N/A	28,193
Workers Compensation Insurance	13,432	N/A	13,432
Change in Annual Leave Provision	6,308	N/A	6,308
Change in Long Service Leave Provision	12,639	N/A	12,639
	<u>1,195,722</u>	<u>135,730</u>	<u>1,331,452</u>

N/A - Wage on-costs are allocated to Office Admin cost centre for administrative convenience.

In accordance with industry practice employees may elect for part of their salary to be paid in the form of superannuation rather than gross wages the overall cost to the Association being the same. Where an election is made, the amount paid is treated as a salary-sacrifice payment (or "benefit" as referred to in these accounts) rather than payment of salary or wages with a corresponding reduction in the employees gross salary.

25. RELATED PARTY TRANSACTIONS

The following persons held office for all or part of the financial year - Wayne Fleming, Lynne Harwood, Kylie Gilbert, Pauline Grutzner, Sally Haynes, Michael Higgins, Noeline McIlrath, Mathew Morse, Julie Wills, Lou Howlett-Trahar, Wendy Johnson, Chris Moore, Darren Bowey, Jan Robinson, and Cathy Camac. No officer received or was entitled to receive any remuneration in respect of their office and no transactions occurred during the period between the Association and any officer except for the reimbursement of travel and telephone expenses to a maximum of \$1,000 each per year (which is included in the financial statements under meeting expenses) and transactions with officers in their capacity as members of the Association which are on the same terms and conditions as all other members.

26. SEGMENT REPORTING

The Association operates in Victoria and provides a range of services and facilities for its members in relation to the promotion and regulation of responsible dog ownership including the maintenance of appropriate pure and mixed breed registers and the provision of training, recreation and sporting facilities for the use of members and guests, including exhibitor and competition facilities for conformation, obedience, agility, tracking, endurance, retrieving, herding, lure racing, dance and other disciplines.

27. ECONOMIC DEPENDENCY

The Association derives the bulk of its income from annual subscriptions and other fees and charges levied upon members and affiliated clubs and accordingly the Association is economically dependent upon their continued financial support. The Association is also a member-body of the Australian National Kennel Council.

28. CONTINGENT LIABILITIES

As at the date of this report, the Committee of Management is not aware of any contingent liability which may adversely affect the reported financial position of the Association nor its performance for the year ended 31st December 2018.

29. CAPITAL EXPENDITURE COMMITMENTS

No capital expenditure contracts have been awarded or otherwise entered into during the year committing the Association to an outflow of funds after the end of the financial year.

30. LICENCE AGREEMENT COMMITMENTS

The Association has been granted a ten-year licence commencing 1st January 2013 to occupy grounds and premises at 5 Uniting Lane Bulla for which an annual licence fee of \$35,000 plus GST is payable (indexed annually to CPI) together with proportionate share of outgoings and a \$10,000 per annum development fund contribution for the upgrade of facilities and meeting rooms. The licence agreement expires 31st December 2022 with no provision for any further term.

31. ASSOCIATIONS INCORPORATION REFORM ACT 2012

The Association is registered as a body corporate with limited liability under the provisions of the Associations Incorporation Reform Act 2012 and its registered office is situated at 655 Dandenong-Hastings Road, Skye. The Association carries-on business as a not-for-profit organisation under the name of Dogs Victoria ABN 97 452 215 878. The secretary of the Association as at the date of this report for the purposes of the Act and other legislation is Dr Tim Adams.

**Committee of Management Statement
for the Year Ended 31st December 2018**

In the opinion of the Committee of Management of the Victorian Canine Association Incorporated trading as Dogs Victoria, the accompanying financial statements for the year ended 31st December 2018 comprising Statements of Assets and Liabilities, Statement of Comprehensive Income, Detailed Statement of Income and Expenditure, Statement of Cash Flows and Statement of Changes in Members Funds together with Explanatory Notes –

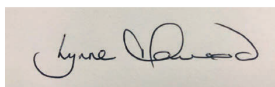
1. Presents a true and fair view of the financial position of the Association as at 31st December 2018 and its performance and cash flows for the year ended on that date in accordance with Australian Accounting Standards (including Australian Accounting Interpretations) of the Australian Accounting Standards Board;
2. As at the date of this Statement, there are reasonable grounds to believe that the Association will be able to pay its debts as and when they fall due.

The Association's accounts have been prepared in accordance with those accounting policies set out in Note 1 of the financial statements.

This Statement is signed for and on behalf of the Committee of Management by:-



.....
Wayne Fleming
President – Dogs Victoria



.....
Lynne Harwood
Vice-President – Dogs Victoria

Date: 20th February 2019

**Independent Auditor's Report
To the Members and Committee
of the Victorian Canine Association Incorporated t/as Dogs Victoria**

Report on the Audit of the Financial Report - Year Ended 31st December 2018

Audit Opinion

We have audited the accompanying general purpose financial report of the Victorian Canine Association Incorporated ("the Association") comprising Statement of Assets and Liabilities as at 31st December 2018 and Statements of Comprehensive Income, Detailed Income and Expenditure, Cash Flows, Changes in Members Funds all for the year ended 31st December 2018, together with Explanatory Notes to the Accounts and the Committee of Management Statement.

In our opinion, the accompanying general purpose financial report is properly drawn up so as to give a true and fair view of the Association's financial position as at 31st December 2018 and its financial performance and cash flows for the year ended on that date in accordance with Australian Accounting Standards and the reporting requirements of the Associations Incorporation Reform Act 2012 ("the Act").

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Audit Independence

We are independent of the Association and its Committee of Management in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* ("the Code") that are relevant to our audit of the financial report in Australia. We have also complied with and fulfilled all applicable independence requirements and other ethical responsibilities in accordance with the Code and the Act.

Information Other than the Financial Report and the Auditor's Report

The Committee of Management is responsible for the other information. The other information comprises the information included in the Annual Report of the Association for the year ended 31st December 2018 and includes the Presidents Report and reports of various sub-committees including the Finance Committee. Our opinion on the financial report does not cover the other information and accordingly we do not express any opinion or any form of assurance conclusion on that information.

In connection with our audit of the financial report, our responsibility is to read the other information and, in doing so, to consider whether the other information is materially inconsistent with the financial report or our knowledge obtained during the course of our audit or otherwise appears to be materially misstated. If, based on the work performed, we conclude that there is a material misstatement of this other information we are required to report that fact. We have nothing to report in this regard.

Responsibilities of Committee of Management for the Financial Report

The Committee of Management of the Association is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards and the requirements of the Act and for such internal controls as the Committee of Management determines is necessary to enable the preparation of the financial report that gives a true and fair view and is free from material misstatement whether due to fraud or error.

In preparing the financial report, the Committee of Management is responsible for assessing the ability of the Association to continue as a going concern and disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Committee of Management either intend to liquidate the Association or to cease operate or have no realistic alternative but to do so. The Committee of Management is responsible for overseeing the financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Report

Our responsibility is to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report.

As part of an audit in accordance with Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit.

We identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of detecting a material misstatement resulting from fraud is higher than for one resulting from error as fraud may involve collusion, forgery, intentional omissions, misrepresentations and/or the override of internal controls.

We obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of internal controls of the Association.

We evaluate the appropriateness of the accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Committee of Management.

We conclude on the appropriateness of the Committee of Management's use of the going concern basis of accounting and, based on the evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association's ability to continue as a going concern. If we conclude that a material uncertainty exists we are required to draw attention in our auditor's report to the related disclosures in the financial report or if such disclosures are inadequate to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors report. However future events and conditions may cause the Association to cease to continue as a going concern.

We evaluate the overall presentation, structure and content of the financial report including the disclosures and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the Committee of Management regarding, among other matters, the planned scope and timing of the audit and significant audit findings including any significant deficiencies in internal control that we identify during our audit.

Eddy Partners

Accountants and Auditors

Certified Practising Accountants

Level 8, 501 Latrobe Street, Melbourne, Victoria



Stephen Eedy B.Com CPA

Registered Company Auditor – No. 165946

Holder of a Current Public Practice Licence - CPA Australia - Membership No. 1408419

Melbourne 27th February 2019

VICTORIAN CANINE ASSOCIATION INC

UNAUDITED BUDGETED PROFIT LOSS STATEMENT 2019

<u>INCOME</u>	<u>Budget 2018</u>	<u>Actual 2018</u>	<u>Budget 2019</u>	<u>Budget 2020</u>
<i>Dog Activities</i>				
Dog Registrations incl Canine Research	\$ 577,312	\$ 702,074	\$ 628,753	\$ 644,472
Compliance Levy	\$ 138,596	\$ 176,117	\$ 150,000	\$ 153,750
Dog Transfers	\$ 179,328	\$ 203,283	\$ 181,499	\$ 186,036
Country Dog Levies	\$ 159,948	\$ 176,177	\$ 159,999	\$ 163,999
Title Certificates	\$ 47,628	\$ 56,024	\$ 47,747	\$ 48,941
Export Certificates	\$ 16,380	\$ 16,316	\$ 16,001	\$ 16,401
Judges Licence Fees	\$ 41,256	\$ 52,326	\$ 43,309	\$ 44,392
Kennel Prefix & Other Fees	\$ 172,068	\$ 191,463	\$ 169,003	\$ 173,228
Breeder Education Course Fees	\$ 18,096	\$ 21,091	\$ 22,500	\$ 22,556
Total Dog Activities	\$ 1,350,612	\$ 1,594,871	\$ 1,418,811	\$ 1,453,775
<i>Related Activities</i>				
Gazette & Publications	\$ 78,000	\$ 96,517	\$ 85,960	\$ 88,109
Website Revenue	\$ 4,884	\$ 3,655	\$ 4,498	\$ 4,727
KCC Park Operations	\$ 222,576	\$ 184,467	\$ 207,060	\$ 272,237
Bulla Exhibition Centre	\$ 92,268	\$ 92,416	\$ 101,196	\$ 103,726
Other Revenue	\$ 72,528	\$ 146,510	\$ 132,377	\$ 135,686
Club Affiliation Fees	\$ 116,544	\$ 120,185	\$ 115,844	\$ 118,740
Puppy Inquiry List	\$ 72	\$ -	\$ -	\$ -
Membership Subscriptions	\$ 730,992	\$ 769,728	\$ 698,100	\$ 715,553
Profit On Sale Of Goods	\$ 26,076	\$ 24,486	\$ 25,100	\$ 25,728
Sundry Income & Donations	\$ 21,168	\$ 22,500	\$ 32,556	\$ 11,123
Sponsorship Income	\$ 38,295	\$ 37,093	\$ 33,497	\$ 41,871
VCA Shows & Trials & Non Member Levy	\$ 309,617	\$ 313,542	\$ 244,905	\$ 251,028
Bank Interest	\$ 30,732	\$ 38,726	\$ 36,000	\$ 36,900
Companion Dog Club	\$ 6,504	\$ 5,607	\$ 5,000	\$ 5,125
Total Related Activities	\$ 1,750,256	\$ 1,855,432	\$ 1,722,093	\$ 1,810,552
<u>TOTAL INCOME</u>	\$ 3,100,868	\$ 3,450,303	\$ 3,140,904	\$ 3,264,327
<u>EXPENSES</u>				
<i>Direct Expenses</i>				
Canine Research Levy	\$ 28,612	\$ 36,800	\$ 30,000	\$ 30,900
Gazette & Publications	\$ 239,912	\$ 298,700	\$ 260,400	\$ 234,360
Website Provider Fees	\$ 1,980	\$ 1,745	\$ 1,750	\$ 1,803
Insurance	\$ 90,780	\$ 91,868	\$ 77,508	\$ 72,508
KCC Park Operations	\$ 470,832	\$ 532,462	\$ 434,700	\$ 447,741
VCA Shows & Trials	\$ 142,793	\$ 206,255	\$ 167,578	\$ 172,605
Depreciation- Office	\$ 18,744	\$ 25,032	\$ 20,004	\$ 19,004
Repairs & Maintenance	\$ 3,060	\$ 8,148	\$ 5,000	\$ 5,150
Telephone & Fax- Office	\$ 22,752	\$ 33,535	\$ 31,000	\$ 31,930
Light & Power- Office	\$ 12,000	\$ 12,487	\$ 12,504	\$ 12,879
Bulla Exhibition Centre	\$ 194,712	\$ 215,537	\$ 197,084	\$ 194,751
Wages & Oncosts	\$ 1,087,092	\$ 1,103,871	\$ 1,132,610	\$ 1,185,925
Sundry Expenses	\$ 12,566	\$ 17,773	\$ 29,004	\$ 30,000
TOTAL DIRECT COSTS	\$ 2,325,835	\$ 2,584,213	\$ 2,341,134	\$ 2,439,556
GROSS SURPLUS FROM OPERATIONS	\$ 775,033	\$ 866,090	\$ 799,770	\$ 824,772

VICTORIAN CANINE ASSOCIATION INC
UNAUDITED BUDGETED PROFIT LOSS STATEMENT 2019

	<u>Budget 2018</u>	<u>Actual 2018</u>	<u>Budget 2019</u>	<u>Budget 2020</u>
<i>Administration Expenses</i>				
Canine Database	\$ 22,200	\$ 36,689	\$ 30,000	\$ 30,900
Advertising/Marketing	\$ 11,940	\$ 9,212	\$ 9,996	\$ 10,296
Public Relations Lobby	\$ 84,996	\$ 90,000	\$ 75,000	\$ 70,000
ANKC Levy & Affiliation	\$ 62,532	\$ 66,023	\$ 64,999	\$ 66,949
Audit Services	\$ 21,600	\$ 24,600	\$ 22,750	\$ 22,000
Ballot/Election Costs	\$ 22,212	\$ 23,742	\$ 22,815	\$ 22,000
Bank & Credit Charges	\$ 17,712	\$ 21,907	\$ 20,004	\$ 20,604
Meeting Expenses & Functions	\$ 2,430	\$ 2,650	\$ 2,448	\$ 2,521
VCA Computer Expenses	\$ 108,052	\$ 46,325	\$ 110,000	\$ 113,300
Legal Fees	\$ 99,996	\$ 81,282	\$ 80,004	\$ 90,000
Postage (General)	\$ 79,452	\$ 77,280	\$ 57,923	\$ 59,661
Recruitment Costs- Office	\$ 51,132	\$ 31,212	\$ 10,000	\$ 5,000
Other Expenses	\$ 89,305	\$ 86,725	\$ 110,847	\$ 81,988
Photocopier Costs	\$ 47,640	\$ 47,423	\$ 68,277	\$ 70,325
Staff Training	\$ 10,000	\$ -	\$ -	\$ 2,500
ANKC Expenses	\$ 6,732	\$ 7,607	\$ 5,000	\$ 5,150
Office Expenses	\$ 62,196	\$ 115,915	\$ 79,600	\$ 114,172
<i>Total Administration Expenses</i>	\$ 831,069	\$ 816,566	\$ 769,663	\$ 789,867
 <i>SURPLUS / DEFICIT</i>	 -\$ 56,036	 \$ 49,524	 \$ 30,107	 \$ 34,905
 <i>SURPLUS(DEFICIT) FOR THE YEAR</i>	 -\$ 56,036	 \$ 49,524	 \$ 30,107	 \$ 34,905

Notes:

Budget and actual figures include depreciation expense

This Statement does not form part of the Audited accounts

VICTORIAN CANINE ASSOCIATION INC
UNAUDITED ESTIMATED CASH FLOW STATEMENT
FOR THE TWELVE MONTHS ENDING 31 DECEMBER 2019

OPENING CASH BALANCE

Total Cash on Hand & at Bank **\$1,906,617**

INCOME

Dog Activities

Dog Registrations incl Canine Research	\$628,753
Compliance Levy	\$150,000
Dog Transfers	\$181,499
Country Dog Levy	\$159,999
Title Certificates	\$47,747
Export Certificates	\$16,001
Judges Licence Fees	\$43,309
Kennel Prefix & Other Fees	\$169,003
Breeder Education Course Fees	\$22,500
Total Dog Activities	<u>\$1,418,811</u>

Related Activities

Gazette & Publications	\$85,960
KCC Park Operations	\$207,060
Exhibition Centre Bulla	\$101,196
Club Affiliation Fees	\$115,844
Membership Subscriptions	\$698,100
Sundry Income	\$32,556
Sales - Stationery	\$25,100
Bank Interest	\$36,000
Sponsorship Income	\$33,497
VCA Sub Committee Trials and Non Member Le	\$244,905
Companion Dog Club	\$5,000
Website Revenue	\$4,498
Other Revenue	\$132,377
Total Related Activities	<u>\$1,722,093</u>
TOTAL INCOME	<u>\$3,140,904</u>

EXPENSES

Direct Expenses

Canine Research Levy	\$30,000
Gazette & Publications	\$260,400
Insurance	\$77,508
KCC Park Operations	\$274,704
Repairs & Main - Office	\$5,000
Telephone & Fax	\$31,000
Light & Power Office	\$12,504
Bulla Exhibition Centre	\$172,088
VCA Sub Committee Trials	\$167,578
Wages & On Costs	\$1,132,610
Sundry Expenses	-\$27,254
Total Direct Costs	<u>\$2,136,138</u>

GROSS SURPLUS FROM OPERATIONS **\$1,004,766**

Administration Expenses

Acc Expenses	\$30,000
Advertising/Marketing	\$9,996
Public Relations lobby	\$75,000
Bank & Credit Card Charges	\$20,004
Committee Meting Expenses	\$2,448
VCA Computer Expenses	\$110,000
Legal Fees	\$80,004
Postage (General)	\$57,923
Recruitment Costs-Office	\$10,000
Office Expenses	\$110,847
Photocopier Costs	\$68,277
ANKC Expenses	\$5,000
Audit Services	\$22,750
Ballot & Election Costs	\$22,815
ANKC Levy	\$64,999
Other Expenses	\$79,600
Total Administration Expenses	<u>\$769,663</u>

NET INFLOWS/(OUTFLOWS) **\$235,103**

CLOSING CASH BALANCE **\$2,141,720**

Note - the positive \$235K cash inflows can be used to increase bank term deposits or invested into capital expenditure to improve KCC Park and Bulla grounds.

VICTORIAN CANINE ASSOCIATION INC
UNAUDITED ESTIMATED CASH FLOW STATEMENT
FOR THE THREE MONTHS ENDING 31 MARCH 2020

OPENING CASH BALANCE

Total Cash on Hand & at Bank **\$2,141,720**

INCOME

Dog Activities

Dog Registrations including Canine Research	\$ 161,118
Compliance Levy	\$ 38,438
Dog Transfers	\$ 46,509
Country Dog Levy	\$ 41,000
Title Certificates	\$ 12,235
Export Certificates	\$ 4,100
Judges Licence Fees	\$ 11,098
Kennel Prefix & Other Fees	\$ 43,307
Breeder Education Course Fees	\$ 5,639
Total Dog Activities	\$363,444

Related Activities

Gazette & Publications	\$ 22,027
KCC Park Operations	\$ 113,059
Exhibition Centre Bulla	\$ 25,931
Club Affiliation Fees	\$ 29,685
Membership Subscriptions	\$ 178,888
Sundry Income	\$ 8,342
Sales - Stationery	\$ 6,432
Bank Interest	\$ 9,225
Sponsorship Income	\$ 10,468
VCA Sub Committee Trials and Non Member Levy	\$ 62,757
Companion Dog Club	\$ 1,281
Website Revenue	\$ 1,153
Other Revenue	\$ 33,922
Total Related Activities	\$503,171
TOTAL INCOME	\$866,614

EXPENSES

Direct Expenses

Canine Research Levy	\$ 7,725
Gazette & Publications	\$ 58,600
Insurance	\$ 14,377
KCC Park Operations	\$ 88,676
Repairs & Main - Office	\$ 1,288
Telephone & Fax	\$ 7,982
Light & Power Office	\$ 3,220
Bulla Exhibition Centre	\$ 44,313
VCA Sub Committee Trials	\$ 43,151
Wages & On Costs	\$ 340,231
Sundry Expenses	\$ 30,000
Total Direct Costs	\$639,563

GROSS SURPLUS FROM OPERATIONS

\$227,051

Administration Expenses

Acc Expenses	\$ 7,725
Advertising/Marketing	\$ 2,574
Public Relations lobby	\$ 13,750
Bank & Credit Card Charges	\$ 5,151
Committee Meeting Expenses	\$ 630
VCA Computer Expenses	\$ 28,325
Legal Fees	\$ 25,000
Postage (General)	\$ 14,915
Recruitment Costs-Office	\$ 2,500
Office Expenses	\$ 28,543
Photocopier Costs	\$ 17,581
ANKC Expenses	\$ 1,288
Audit Services	\$ 22,750
Ballot & Election Costs	\$ 3,917
ANKC Levy	\$ 16,737
Other Expenses	\$ 20,497
Total Administration Expenses	\$211,883

NET INFLOWS/(OUTFLOWS)

\$ 15,168

CLOSING CASH BALANCE

\$2,156,888

Note - the positive \$15K cash inflows can be used to increase bank term deposits or invested into capital expenditure to improve KCC Park and Bulla grounds.

Notice to members of the Victorian Canine Association Inc

Notice is hereby given that the 28th Annual General Meeting of the Victorian Canine Association Inc, will be held on Wednesday 22 May 2019, at the Bulla Exhibition Centre, Uniting Lane, Bulla commencing at 7.30pm.

Tim Adams
Chief Executive

Business:

1. To confirm the minutes of the 27th Annual General Meeting of the Victorian Canine Association Inc, held on 23 May 2018. Minutes of that meeting were published in the August 2018 *Gazette*.
2. To receive the audited Income and Expenditure Account of the VCA for the last preceding financial year ended 31 December 2018 and the Balance Sheet as at that date.
3. To receive and approve the Income and Expenditure Budget and Cash Flow Budget for the current year ending 31 December 2019.
4. To receive and approve the Expenditure Budget and Cash Flow Budget for the period 1 January 2020 to 31 March 2020.
5. To appoint or re-appoint Auditors for the current financial year 2019.
6. To receive from the president and the chairpersons of other nominated committees their respective reports upon the activities of the VCA during the 2018 financial year.
7. To announce the results of the annual elections for management committee positions.
8. To present VCA life memberships.
9. To consider the adoption of ordinary or special resolutions submitted in accord with rule 2.97 (3) which states:
"At all annual general meetings of the VCA, no business shall be considered or discussed other than that of which notice has been given on the notice convening the meeting or any business which, in the opinion of the chairperson, shall arise out of such business".

Special resolution means a resolution passed by a majority of not less than 75 percent of the number of members of the VCA who, being entitled to do so, attend and vote personally on the resolution at an Annual General Meeting of the VCA or a Special General Meeting of the VCA convened for the purpose of such resolution and notice of which meeting, specifying the terms of the resolution and the intention to propose of such resolution and notice of which meeting, specifying the terms of the resolution and the intention to propose and move the resolution as a special resolution, was given to all members of the VCA at least 21 days prior to the date of holding such meeting.

10. Special resolution moved Jan Robinson seconded by Julie Wills

Current:

Rule 2.20

As amended 21/28.4.93) (The paragraph ending “; and” was amended 1.6.98 and again following the SGM on 5.8.98) (Amended 12.8.99 & 07.04.10)

Where the Chief Executive receives a written complaint accompanied by the prescribed fee alleging misconduct, a breach of the Rules, Regulations, Codes of Ethics or Codes or Practice of the VCA, or a dispute between members, members and the VCA, or non-members and members, the Management

Committee shall have such matters considered by either an Investigations Committee appointed pursuant to the Rules which may carry out an investigation of the matter including interviewing and/or corresponding with the complainants and other potential witnesses and the accused, or a Mediation Panel or Mediators appointed pursuant to the Rules, who shall conduct Mediation in an attempt to resolve disputes between member and member, member and VCA, and non-member and member. The complaint shall be considered by the Chairpersons of the Investigations Committee and the Mediation Panel who shall determine whether the complaint is a matter for Investigations or Mediation or not a matter to be dealt with by the VCA.

2.20.1 If, as a result of an investigation, the Investigation Committee believes that, prima facie, an accused has a case to answer for misconduct or a breach of the Rules, Regulations or one or other of the respective Codes and the matter is sufficiently serious to justify disciplinary proceedings the Investigations Committee shall, in writing, charge the person with such offence and furnish to that person full particulars of the charge and of the alleged incident giving rise to the charge, a copy of the Rule/s and/or Regulation/s under which the charge is brought and details of the date, time and place of the hearing of the charge allowing sufficient time to the person charged to prepare their defence and consult witnesses; and

2.20.2 Direct the person charged to appear before a Disciplinary Committee appointed pursuant to the Rules to be heard in answer to the charge and advise the person charged that they may bring to the hearing any witnesses or material in support of their evidence; and

2.20.3 All subsequent disciplinary proceedings shall be conducted pursuant to the Regulations which shall provide for:

2.20.3.1 the procedures to be observed by a Disciplinary Committee during the hearing of a charge or charges against a member; and

2.20.3.2 (As amended 8.4.97) any penalties which may be imposed by a Disciplinary Committee on a member found guilty of a charge or charges other than fines which are provided for under the provisions of the *Associations Incorporation Regulations 1981* as amended from time to time;

2.20.3.3 any consequential matters resulting from the disqualification, suspension or expulsion of a member; and

2.20.3.4 appeals by members to an Appeals Committee appointed pursuant to the Rules against the findings and/or penalties imposed on such members by a Disciplinary Committee.

2.20.4 An Investigation Committee shall keep confidential the names of members who are subject to investigation, the names of witnesses and the circumstances of the investigation.

2.20.5 A member of an Investigations Committee shall not be a member of, or otherwise participate in the deliberations or findings of, a Disciplinary Committee.

2.20.6 (Amended 15.07.15) A member of an Investigations Committee or Disciplinary Committee or Management Committee, or a person who presented evidence, or who gave evidence, against or for a person charged shall not be a member of, or vote on the decision of an Appeals Committee, provided that the chair of the Disciplinary Committee that heard the matter or his or her nominee shall be advised of the hearing of the appeal and invited to attend that hearing to respond to any requests for information made by the Appeals Committee.

2.20.7 All members of the Disciplinary Committee, Investigations Committee and the Appeals Committee shall not participate in a debate or vote on:

2.20.7.1 any matter directly concerning an Affiliate of which the

member is an office bearer or an ordinary committee member; or

2.20.7.2 any contract in which the member or their immediate family, business partner or business associates or employer has a financial interest or in which the member has a direct personal interest or involvement other than as a member of Management Committee or other committee of the VCA; or

2.20.7.3 any matter concerning a breach, or alleged breach of the Rules and/or Regulations, Codes of Ethics, Codes of Conduct or Codes of Practice of the VCA or concerning misconduct, or alleged misconduct, under such Rules and/or Regulations and/or the respective Codes, committed or allegedly committed by the Committee member or by any other person who, being a member of the VCA, is a member of the family of, or a close associate of, the Committee member

2.20.8 (Amended 15.07.15) At all hearings of disciplinary charges and appeals, a member may appoint any person to act on the member's behalf.

2.20.9 (Amended 15.07.15) With the exception of the automatic suspension of membership of a member as provided for in Rule 2.11 no member of the VCA shall be fined, disqualified, suspended or expelled from membership of the VCA or otherwise penalised without first being charged of misconduct or of a breach of the Rules, Regulations, Codes of Ethics or Codes of Practice and being provided an opportunity to be heard in answer to the charge in accordance with the principles of natural justice, provided that where the member charged has been notified by registered mail of the time, date and place of hearing on two occasions and has failed to attend the hearing without reasonable excuse, at the discretion of the convenor of the Disciplinary Committee the hearing may proceed in the absence of that member.

2.20.10-2.20.15 (Deleted 23.05.12)

2.20.16 (Inserted 15.07.15) The Disciplinary Committee, having determined charges brought against a member to be proven, may elect not to impose a penalty or may otherwise penalise the member by way of a fine in accordance with the Part 7 Regulation 19 of the 2012 Reform Regulations as amended from time to time, and/or reprimand, disqualify, suspend or expel the member from the VCA.

2.21 (Approved 13.4.99) A disqualified or suspended member of the VCA who is also an Office Bearer of an affiliated canine body shall cease to be an Office Bearer of such body during the term of disqualification or suspension.

2.22 2.22.1 Any person who is subject to any unpaid fine, disqualification, suspension or other penalty imposed by any other canine controlling body shall not be eligible to enter in, exhibit or judge at any Exhibition held in the State under the Rules and Regulations of the VCA provided that if such person is a member of the VCA and a resident of the State this Rule shall not apply until the Management Committee has investigated the matter as provided for in the Rules.

2.22.2 Following such investigation the Investigations Committee may charge and cause such member to be dealt with under the disciplinary Rules and Regulations.

2.23 Disputes and Mediation (Inserted 23.05.12)

The grievance procedure set out in this rule applies to disputes under these Rules between a member and another member; or a member and the VCA.

2.23.1 The parties to the dispute must meet and discuss the matter in dispute, and, if possible, resolve the dispute within 14 days after the dispute comes to the attention of all of the parties.

2.23.2 If the parties are unable to resolve the dispute at the meeting, or if a party fails to attend that meeting, then the parties must, within 10 days where possible, hold a meeting in the presence of a mediator.

2.23.3 The mediator must be a person chosen by agreement between the parties; or in the absence of agreement;

- * in the case of a dispute between a member and another member, a person appointed by the Management Committee of the VCA; or
- * in the case of a dispute between a member and the

VCA, a person who is a mediator appointed or employed by the Dispute Settlement Centre of Victoria (Department of Justice).

2.23.4 A member of the VCA can be a mediator.

2.23.5 The mediator cannot be a person who is a party to the dispute.

2.23.6 The parties to the dispute must, in good faith, attempt to settle the dispute by mediation.

2.23.7 The mediator, in conducting the mediation, must

- * give the parties to the mediation process every opportunity to be heard: and

- * allow due consideration by all parties of any written statement submitted by any party; and

- * ensure that natural justice is accorded to the parties to the dispute throughout the mediation process.

2.23.8 The mediator shall facilitate the process but must not determine the dispute.

2.23.9 If the mediation process does not result in the dispute being resolved, the parties may seek to resolve the dispute in accordance with the Act or otherwise at law.

Replace with:

Rule 2.20

(As amended 21/28.4.93) (The paragraph ending “; and” was amended 1.6.98 and again following the SGM on 5.8.98) (Amended 12.8.99 & 07.04.10)

2.20 Where the VCA:

2.20.1 receives a written complaint accompanied by the fee prescribed in the Regulations, alleging a dispute between members, members and the VCA, or non-members and members; or

2.20.2 otherwise becomes aware of a dispute between members, members and the VCA, or non-members and members, the Management Committee (or a Committee to whom the powers and responsibilities of the Management Committee under this Rule 2.20 have been delegated) shall consider the matter as it sees fit and determine whether the matter is a matter for mediation or is otherwise a matter for disciplinary proceedings or not a matter for the VCA.

2.20A If the Management Committee or its delegate determines under Rule 2.20 that a matter is:

2.20A.1 a matter for mediation, it shall refer the matter to a Mediation Panel constituted in accordance with the Regulations, which shall conduct Mediation in accordance with Rule 2.23 and the Regulations in an attempt to resolve the dispute;

2.20A.2 a matter for disciplinary proceedings, it shall consider the matter in accordance with Rule 2.20C;

2.20A.3 not a matter for the VCA, it shall cease considering the matter and notify the complainant (if applicable) as such.

2.20B Where the VCA gives notice to the member who made the written complaint referred to in rule 2.20.1 that it wishes to be subrogated to the rights of the member in relation to the complaint, the member must do any and all things necessary or desirable to enable VCA to be subrogated to, and enjoy the benefits of, that member's rights in respect of the claim.

2.20C Where the VCA:

2.20C.1 receives a written complaint accompanied by the fee prescribed in the Regulations alleging misconduct by a member or a breach of the Rules, Regulations, Codes of Ethics or Codes or Practice of the VCA by a member; or

2.20C.2 otherwise becomes aware of potential misconduct by a member or a breach of the Rules, Regulations, Codes of Ethics or Codes or Practice of the VCA by a member, the Management Committee or its delegate shall consider the complaint, potential misconduct or potential breach and determine whether it considers that a member has prima facie engaged in misconduct or breached any of

the Rules, Regulations, Codes of Ethics or Codes of Practice and the matter is sufficiently serious to justify disciplinary proceedings. In making this determination, the Management Committee or its delegate may carry out any investigation that it considers appropriate, including without limitation interviewing and/or corresponding with the complainants and other potential witnesses.

2.20D Where the Management Committee or its delegate determines that *prima facie*, a member has engaged in misconduct or breached any of the Rules, Regulations, Codes of Ethics or Codes of Practice and the matter is sufficiently serious to justify disciplinary proceedings the VCA shall:

2.20D.1 in writing, charge the member with such offence and furnish to that person full particulars of the charge and of the alleged incident giving rise to the charge, a copy of the Rule/s and/or Regulation/s under which the charge is brought and details of the date, time and place of the hearing of the charge (allowing **such time as it considers** sufficient time for the person charged to prepare their defence and consult witnesses); and

2.20D.2 direct the member charged to appear before a Disciplinary Committee appointed pursuant to the Rules to be heard in answer to the charge and advise the person charged that they may bring to the hearing any witnesses or material in support of their evidence.

2.20E All subsequent disciplinary proceedings shall be conducted pursuant to the Regulations which shall provide for:

2.20E.1 the procedures to be observed by a Disciplinary Committee during the hearing of a charge or charges against a member; and

2.20E.2 (As amended 8.4.97) any penalties which may be imposed by a Disciplinary Committee on a member found guilty of a charge or charges other than fines which are provided for under the provisions of the *Associations Incorporation Regulations 1981* as amended from time to time;

2.20E.3 any consequential matters resulting from the disqualification, suspension or expulsion of a member; and

2.20E.4 appeals by members to an Appeals Committee appointed pursuant to the Rules against the findings and/or penalties imposed on such members by a Disciplinary Committee.

2.20F An Investigation Committee shall keep confidential the names of members who are subject to investigation, the names of witnesses and the circumstances of the investigation.

2.20G A member of an Investigations Committee shall not be a member of, or otherwise participate in the H deliberations or findings of, a Disciplinary Committee.

2.20H (Amended 15.07.15) A member of an Investigations Committee or Disciplinary Committee or Management Committee or its delegate, or a person who presented evidence, or who gave evidence, against or for a person charged shall not be a member of, or vote on the decision of an Appeals Committee, provided that the chair of the Disciplinary Committee that heard the matter or his or her nominee shall be advised of the hearing of the appeal and invited to attend that hearing to respond to any requests for information made by the Appeals Committee.

2.20I All members of the Disciplinary Committee, Investigations Committee and the Appeals Committee shall not participate in a debate or vote on:

2.20I.1 any matter directly concerning an Affiliate of which the member is an office bearer or an ordinary committee member; or

2.20I.2 any contract in which the member or their immediate family, business partner or business associates or employer has a financial interest or in which the member has a direct personal interest or involvement other than as a member of Management Committee or its delegate or other committee of the VCA; or

2.20I.3 any matter concerning a breach, or alleged breach of the Rules and/or Regulations, Codes of Ethics, Codes of Conduct or Codes of Practice of the VCA or concerning misconduct, or alleged misconduct, under such Rules and/or Regulations and/or the respective Codes, committed or allegedly committed by the Committee member or by any other person who, being a member

of the VCA, is a member of the family of, or a close associate of, the Committee member

2.20J (Amended 15.07.15) At all hearings of disciplinary charges and appeals, a member may appoint any person to act on the member's behalf.

2.20K (Amended 15.07.15) With the exception of the automatic suspension of membership of a member as provided for in Rule 2.11 no member of the VCA shall be fined, disqualified, suspended or expelled from membership of the VCA or otherwise penalised without first being charged of misconduct or of a breach of the Rules, Regulations, Codes of Ethics or Codes of Practice and being provided an opportunity to be heard in answer to the charge in accordance with the principles of natural justice, provided that where the member charged has been notified by registered mail of the time, date and place of hearing on two occasions and has failed to attend the hearing without reasonable excuse, at the discretion of the convenor of the Disciplinary Committee the hearing may proceed in the absence of that member.

2.20.10-2.20.15 (Deleted 23.05.12)

2.20L (Inserted 15.07.15) The Disciplinary Committee, having determined charges brought against a member to be proven, may elect not to impose a penalty or may otherwise penalise the member by way of a fine in accordance with the Part 7 Regulation 19 of the 2012 Reform Regulations as amended from time to time, and/or reprimand, disqualify, suspend or expel the member from the VCA.

2.21 (Approved 13.4.99) A disqualified or suspended member of the VCA who is also an Office Bearer of an affiliated canine body shall cease to be an Office Bearer of such body during the term of disqualification or suspension.

2.22 **2.22.1** Any person who is subject to any unpaid fine, disqualification, suspension or other penalty imposed by any other canine controlling body shall not be eligible to enter in, exhibit or judge at any Exhibition held in the State under the Rules and Regulations of the VCA provided that if such person is a member of the VCA and a resident of the State this Rule shall not apply until the Management Committee or its delegate has investigated the matter as provided for in the Rules.

2.22.2 Following such investigation the Investigations Committee may charge and cause such member to be dealt with under the disciplinary Rules and Regulations.

2.23 Disputes and Mediation (Inserted 23.05.12)

The grievance procedure set out in this rule applies to disputes under these Rules between a member and another member; or a member and the VCA.

2.23.1 **This rule applies to disputes between members in which both members have notified the Chief Executive or the Management Committee or its delegate that they wish to attempt mediation as a component of the grievance procedure. Upon receipt of the notification the Chief Executive shall suspend the grievance procedure.**

2.23.2 **The parties must at all times during the period from giving the notification in Rule 2.23.1 to the close of the mediation, engage with each other, the mediator and the mediation process in good faith, and attempt to settle the dispute.**

2.23.3 **The parties may at any time jointly request time to meet and discuss the matter in dispute, and, if possible, resolve the dispute. The parties must keep all information disclosed during the mediation process confidential and not use any information disclosed during the mediation process for any purpose other than the mediation; except where disclosure is agreed to by all parties, is required by law, these Rules or the VCA regulation, professional advisers, or to implement the resolution of the dispute.**

2.23.4 [Intentionally blank].

2.23.5 **A member of the VCA may be a mediator if both parties consent to the appointment.**

2.23.6 No person who has an interest in the dispute may be appointed as a mediator. The mediator shall ensure her or his independence at all times.

2.23.7 The mediator shall facilitate the attempted resolution of the process but must not determine the dispute. The mediator may advise on the process of mediation whereby resolution is attempted.

2.23.8 The mediator may upon receiving advice of his or her appointment, give written notice to the parties of the time and place of a preliminary meeting.

2.23.9 If the dispute is not resolved by the conclusion of the mediation process the suspended grievance procedure shall be recommenced from the point at which it was suspended.

11. Special resolution moved Sheryl Pretty seconded by Dianne Lee

Current:

Rule 2.84

Appointment of Sub-Committees/Committees (As amended 12.07.05)

Subject to Rule 2.85, the Management Committee may appoint such Sub-committees (herein referred to as "committees") as it considers necessary to carry out specific functions on behalf of the Management Committee and all such committees may consist of members of the Management Committee or of other members of the VCA or of both and the Management Committee may appoint a Chairperson and Vice - chairperson of such committees.

Members of such committees shall be not less than 18 years of age.

In appointing committee members, the Management Committee shall consider the training and skills required by the relevant committee.

Replace with:

2.84.1 Appointment of Sub-Committees/Committees (As amended 12.07.05)

Subject to Rule 2.85, the Management Committee may appoint such Sub-committees (herein referred to as "committees") as it considers necessary to carry out specific functions on behalf of the Management Committee and all such committees may consist of members of the Management Committee or of other members of the VCA or of both and the Management Committee may appoint a Chairperson and Vice - chairperson of such committees.

2.84.2 Members of such committees shall be not less than 18 years of age.

2.84.3 In appointing committee members, the Management Committee shall consider the training and skills required by the relevant committee.

2.84.4 Each Committee appointed under the provisions of Rule 2.84, or elected under Rule 2.85, shall provide an Annual Report of that Committees business for publication in the Annual Report to members. The report shall also include the membership of the Committee, and number of meetings attended by each member noting total meetings held by the Committee in that calendar year.

Rationale:

The sectioning of the rule makes it easier to read. Inclusion of subsection .4 relates to transparency of Committees and Sub

Committees informing members of who are the constituents and their attendance, and the business conducted by the Committee that year.

12. Special resolution moved Sheryl Pretty seconded by Dianne Lee

Current:

2.107.2 Notice of the meeting shall be deemed to have been given to each member if it is:

2.107.2.1 published in the Gazette; or

2.107.2.2 published in one of the daily newspapers circulating in the city of Melbourne; or

2.107.2.3 sent by prepaid post to each member at the members address appearing in the register of members referred to in Rule 2.14.

Replace with:

2.107.2 Notice of the meeting shall be deemed to have been given to each member if it is:

2.107.2.1 published in the Gazette; or

2.107.2.2 published in one of the daily newspapers circulating in the city of Melbourne; or

2.107.2.3 sent by prepaid post to each member at the members address appearing in the register of members referred to in Rule 2.14, or

2.107.2.4 published on VCA social media such as, but not limited to Facebook, email and website.

Rationale:

VCA already uses social media to communicate with members, items of interest, and items of an urgent, or time critical nature. This increases method of communication to the members.

13. Special resolution moved Sheryl Pretty seconded by Dianne Lee

Insert new:

Rule 2.131

The footer of the Constitution, Rules, Regulations, Codes, Policies and Procedures have in the footer the name of the document and date of document, along with page numbers. Any amendments or deletions within the document must be indicated by a date (i.e. 25.5.19) beside the deletion or amendment to demonstrate currency of the publication, in addition to date of publication appearing on title page.

Rationale:

This gives confidence to members the publication is current, and where applicable approved by the Department of Justice. It allows member easy reference to research changes within the organisations publications.

Notes:

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