

EXTRAORDINARY SPECIAL MEETING

Minutes of the Extraordinary  
MEETING



<b>Date:</b>	Wednesday 20 <sup>th</sup> January 2021
<b>Time:</b>	7.00 p.m.
<b>Place:</b>	Hall at David Roche Park, Cromwell Road Kilburn
<b>Attendees</b>	Dogs SA Members (97)- in person. Via Zoom (21)  <b>Dogs SA Council</b> Mr Brian Parker (President) Mr Peter Thompson Mrs Sheryle Pike Mr Greg Harvey Mr Brian Fielder Mr Aramis “Joy” Lim Ms Tracie Edwards Mr Lance Heilmann Roz Becker, Executive Officer (Secretary)
<b>Apologies</b>	Mrs Raelene Hedger (Council Member) Mr Peter Dynan (Vice President)

Item	Description	Responsible
1	<b>Declared a Quorum.</b> President declared a quorum for the meeting to proceed. 97 members in attendance and 23 Online via Zoom.	President
	<b>Welcome and Meeting opened by President</b> at 7.08pm Housekeeping. Phones off, use microphone, and say name	President
2	<b>Apologies Noted</b> Raelene Hedger (Dogs SA Councillor) Peter Dynan (Dogs SA Councillor)	President Secretary
3	<b>MEETING AS PER PETITION CONTENT</b>  Mr Stephen Schwerdt, introduced himself, advised that the meeting had been called by members to mainly ask questions of the new procurement of the EO. Furthermore, he requested that the President Brian Parker, stand down from Chairing the meeting.  Brian Parker responded and outlined that a meeting had been called in accordance with the constitution and he is	

	<p>able to Chair the Special Meeting, furthermore if asked questions, he as Chair is permitted to respond.</p>	
<p>3.1</p>	<p>The President read out the following questions: Why did Dogs SA Council decide to reject the assertion of the EO position, as the accepted succession protocol by the membership when the EO position was to become vacant?</p> <p>Mr Peter Damarell, presented to the members and provided a brief background of experience within the dog’s scene and personnel recruitment. Main points highlighted were:</p> <ul style="list-style-type: none"> <li>• The board would have been negligent to accept the succession protocol when this position became vacant.</li> <li>• The role would call on a high degree of experience and noted that Not for Profits are some of the most difficult for the appointee in the political sense. Requires a high degree of people management.</li> <li>• AME recruitment that was appointed to undertake the recruitment process are amongst the best in Australia.</li> <li>• Process on the surface was all that we as a membership could have asked for.</li> <li>• The fact that there were 2 independents on the selection panel added weight to the strength of the process.</li> <li>• Dedicated succession planning is for another era.</li> <li>• Matters of selection of an EO must be held in confidence.</li> <li>• The evenings meeting has been called by a core of individuals that gained enough signatures without any motion or agenda items and therefore did not follow due process.</li> <li>• The constitution calls for 150 signatures.</li> <li>• The meeting is not process driven.</li> <li>• Based on considerable relevance experience that Council should be congratulated on the process.</li> <li>• Has no bias, this is driven because a core of people did not get what they wanted.</li> </ul> <p>Mr Nick Gouzos, requested that out of courtesy that we do not mention names of those not here. Then questioned where in the constitution does it refer to the succession planning.</p> <p>Valerie Carter, acknowledged that she organised this meeting; at no time did they ask for a succession, they asked questions based on performance and process, then questioned why Council went outside for independent and impartial person to be on the Panel, who Brian Parker knew.</p> <p>Brian Parker confirmed that Ainsley Carius was a friend, a former Board member of ANKC, Board Member of Dogs</p>	

Queensland, HR Specialist and HR Lawyer, and a was an outside independent.

Further questions were raised by Valerie Carter and directed to members of Council around the appointment of Ainsley.

Greg Harvey responded and said that the name was proposed on the night and agreed to by the Council on that night.

Roberta Crouch, said her recollection was than an independent person who was a HR expert would be bought onto the panel, not a friend of Brian Parkers. She stated that she had proposed a colleague who she knew who a HR recruitment expert for the process that was not accepted. She also indicated she wanted to be involved as did Tracie Edwards (HR Qualified).

Erin Carter, questioned why someone was not appointed from SA.

Brian Fielder said that Council approved that they wanted an independent panel, Neil MacDonald from Obedience was proposed, and they sought an independent female. Cost was approx. \$600 for travel.

Jane Pike highlighted that if you wanted the appointment to be independent, you cannot be certain they are in fact independent. Ainslie is also a judge, could be friends with anyone.

Brian Fielder confirmed that it was put to a meeting and it was agreed by Council. A suggestion was made and all supported.

Tracie Edwards, indicated that she was aware the person in question was from Queensland but it was her understanding it would be via a Zoom Meeting.

Valerie Carter questioned who collected the person from the airport and where did she stay. Noting its relevant if she stayed with the Chairman in declaring a conflict of interest.

John McGowan, stated he is angry we are here tonight, he is not angry at the decision especially now he is aware of the process undertaken. He has always been a champion on merit-based selection. What he is angry about is the Chairman and how the process was being managed along the way. He heard about the unease. Not appropriate for members to communicate with on Facebook. He noted that a few people are upset about a process shrouded in secrecy. We are here tonight not because of what happened with the Council and not because of Roz's appointment.

	<p>Brian responded that members were updated via Facebook and in the Journal. As well as each month in the President's report. The areas that was secret was the secret ballot because a Councillor requested it be done that way.</p> <p>Brian Fielder confirmed its normal procedure if one requests a secret ballot the rest agreed to follow.</p> <p>It was confirmed that the independence of the panel was three plus the HR appointed consultant.</p> <p>Councillors asked by Mr Stephen Schwerdt to declare relationships to panel members and whether Brian declared his to Ainslie Carius.</p> <p>Sheryle Pike declared she was absent.  Peter Thompson indicated Brian had a working relationship with Ainslie through ANKC business.  Brian Fielder advised a new business relationship.  Lance indicated he was not aware of the friendship, however added that about 30 applicants were received for the position, which came down to 4 people and then it was left to the panel to come up with a person compared to Duty Statement, the best person for the position was determined by a vote at the council meeting, now Roz is in the position. But added no he did not declare to his knowledge.  Greg stated it was not declared but assumed that he had known them.  Tracie - No  Roberta - No,  Joe - No</p> <p>Brian Parker advised that he did not declare a conflict of interest as he did not believe Council was misled at all.</p> <p>Sharon Ely, questioned whether we should have had three Council Members on the panel and Brian Parker responded that it was done purely for independence.</p>	
3.2	<p><b>Clarification of the events that transpired to when this did not occur?</b></p> <p>Brian prepared and read from a previously prepared paper that outlined a chronological list of events in the process.  (App 1)</p> <p>Brian Parker advised that an updated Job Description was written and provided to the recruitment agency. Council worked on the update.</p> <p>All Council Members were issued with copies of each recommendation provided by AME Recruitment Agency.</p> <p>Julie Manser questioned how long Wolfgang was in the role.</p>	

	<p>Brian Parker advised for approx. 28 years and that the Job Description was reviewed approx. 3 times during this period and approx. 3 years ago. He was not engaged under contract.</p> <p>He added that on the 16<sup>th</sup> June Wolfgang provided a formal letter of resignation to Council in a meeting.</p> <p>Ben Taylor, sought clarification around the timeline as the panel recommended one but provided all 4 resumes to council.</p> <p>He was advised that a normal recruitment process was undertaken. The agency attended the meeting and was questioned at the meeting for a good 30 minutes.</p> <p>Peter Damarell would not recommend a large number on a panel.</p>	
3.3	<p><b>What Council deemed as the Job Descriptions of the EO position and subsequently other Dogs SA office staff?</b></p> <p>Brian Parker advised that all have a Position Description. Wolfgang was a fantastic Executive officer he had been there for 28 years. We do need to review our policy and procedures that have lapsed as well as Position Descriptions, remuneration, office operations to create more of a professional office environment. Recruitment Process will be one of the procedures.</p> <p>Valerie noted that Council let policies and procedures slip.</p> <p>It was confirmed that all must be trained in Work Health and Safety.</p> <p>Peter Dynan and Greg Harvey have done safety audits over the last 6 years of council and one recently with the new EO.</p> <p>Greg confirmed the Position Description was rewritten for the EO.</p> <p>Roberta Crouch, would like to see more of a profile for Councillors published. Take point about Policy and Procedures. Noted they are being addressed.</p> <p>Ann Raymond, highlighted that the Elections are taking place, please vote. She questioned why we are sitting here bringing up things from 20 years ago. She added that Council has acknowledged they are undertaking policies and added they are volunteers, no one gets paid in these roles. She felt we were witnessing some kind of witch hunt</p>	
3.4	<p><b>Expectations of Council of the new EO.</b></p> <p>Brian Parker advised to fulfill her duties as per her Job Description and improve the operations of Dogs SA.</p>	

<p>3.5</p>	<p><b>Expectations of Council on the other personnel in the office.</b></p> <p>Brian Parker advised that staff are expected to fulfill their duties in accordance with Position Descriptions, that are currently being rewritten.</p> <p>John Balucchi, questioned who will be conducting Performance Development Review of the Executive Officer.</p> <p>Brian Parker advised that the review of Executive Officer is a requirement of Council. They are still to look at how it will be done. He confirmed that there is a probation period.</p> <p>Peter Damarell proposed that at the 6-monthly review of the Executive Officer that an independent person be appointed to chair this process. Such as a senior consultant who would ask the Council what they would like the position reviewed against i.e. position description, person attributes and go from there. He added that staff would be asked the same questions.</p>	
<p>3.6</p>	<p><b>Council to put in place dedicated succession planning/recruitment process to alleviate similar dysfunction in the future.</b></p> <p>Brian Parker addressed the question and advised that Ann Farndell is officially Dogs SA Assistant Executive Officer and did not wish to undertake the role.</p> <p>It was put to Council by Wolfgang and Brian Parker to appoint Cheryl Currie, which was rejected by Council as it was deemed to not demonstrate transparency to the members.</p> <p>Furthermore, in the interest of preventing discrimination and to attract suitable quality candidates, most of the council agreed to advertise externally through an agency.</p> <p>Ben Taylor commented that we need to stop this thing from happening in future. That open and transparency of the committee does not exist.</p> <p>Ben Luxton, asked “Did you tell Cheryle the job would be hers when Wolfgang retired?” the response was “No, I did not”. Cheryl was asked if she would facilitate as Ann did not wish to take on the role.</p> <p>Kerin O’Brien, stated that Council is a bunch of people who have been elected by us. A lot of the questions has been directed at whether Brian has a relationship, but the right person was chosen as she was the right person for the job.</p>	

Kerry Gormlie raised a question on the issue regarding choosing a person on the panel and whether any other people were given the opportunity.

Brian Fielder responded and advised that Brian Parker proposed Ainslie Carius at the meeting and confirmed that we did discuss on the night and everyone had the opportunity to question. Then asked the Council does anyone disagree. Tracie and Roberta indicated they were not provided with the opportunity.

Tracie advised that Brian Parker put forward his recommendation for an independent person, Brian Fielder put through Neil McDonald an Obedience judge. But does not recall anything more.

Roberta Crouch had the same recollection and indicated that they offered to be in the position. There was a vote on the people put forward. Roberta voted to support the appointment of Roz, nothing untoward in the process. But can certainly understand why people would feel the process (of recruitment) was tainted.

Jean Bryant asked how much the recruitment cost and expressed her disappointed that that not one of these people have been introduced to the meeting. This was supported by others.

Brian Parker advised it cost approx. \$3,000  
Council Members Introduced themselves.

John McGowan asked whether the board operates under a Code of Conduct or procedures? And noted that it was clear that Brian Parker did not declare an interest.

It was confirmed that Council did appoint an independent to undertake the process.

Hayley (Dogs SA) proposed a question from Zoom on behalf of Ben and Hollie Clarke (Members). If any councillors felt they wanted the opportunity to put someone forward, why didn't they speak up?

Lance addressed the members and said all on Council had their own say, they did a secret ballot, voted for a person to be selected to do the job. Finally let us get back to working for Dogs SA. He added that we let members know as much as possible and work hard for the people.

Rebecca Bush, questioned "as an Executive position why was the Executive Officer not required to give three month' notice. She added that having worked for several years in HR that was standard for Executive roles.

Brian Parker advised that not everyone is required to give three months' notice.

3.7	<p>It was noted that Council is to be more transparent in their process, discussion, and communication to members, with complete minutes of every meeting to be published on the new Dogs SA website and in every monthly journal as soon as possible after each meeting. Any subsequent discussions arising from the above items.</p> <p>Sheryle Pike proposed that Council update the recruitment process which was agreed by Council Members.</p> <p>It was noted that the website is being updated and will include a member's area with policies and published minutes after ratification without the items that are deemed confidential.</p>	
4	Meeting closed at 8.54pm and Brian Parker thanked everyone for attending.	President

Upon closing the meeting Roz Becker, Executive Officer addressed the member and clarified her experience with the process and acknowledged that it was conducted professionally and reflected all other recruitments processes she had previously been a part of. She further added that we need to recognise the role of a Councillor is voluntary and that election are on now so vote. She added that members should consider nominating on council at the end of year.

She continued to add that she is not from Queensland and is born and bred South Australian and does not have a conflict of interest with anyone on Council. She also has cross bred dogs, which are a part of her family.

Ben Luxton asked would the EO job description be printed in the journal so the members can see what the expectations of the EO role are? As the role seems to have changed from very operational to a strategic role.

Brian Parker responded saying he could not see a problem with it as long as Roz was ok as it is her position in question, he said it would only be available to members and not the general public. **(Now available on website)**