



National Cocker Spaniel Council (Australia)

PRESIDENT AND SECRETARY REPORT

To: National Cocker Spaniel Council (Aust) Annual General Meeting
From: Ray Dennis (President) and Jenny Hughes (Secretary)
Topic: President and Secretary Annual Report for AGM 31 March 2025
Author: Ray Dennis (President) and Jenny Hughes (Secretary)
Date: 31 March 2025

Introduction

This combined President and Secretary Report is submitted to the National Cocker Spaniel Council (Aust) Annual General Meeting scheduled for 31 March 2025. The following achievements cover the period 25 May 2024 to 31 March 2025.

Achievements

1. Transition and handover

- Dogs Australia notified of new President and Secretary contact details
- Hard copy Secretary files relocated from NSW to Qld
- New Secretary added to NCSC (Aust) bank account
- Website <https://www.cockerspanielcouncilaust.com/> updated with new President and Secretary details
- Established a dedicated secretary email address secretaryncscaust@gmail.com

2. New Business

- Negotiated with Dogs Queensland access to their ZOOM account to conduct online meetings.
- Established and hosted two online meetings of the NCSC (Aust) Constitution Review Working Group. All Council members represented and are thanked for their positive and constructive contribution to this process.
- Developed and managed documents to assist Constitution Review process and decision making by members.
- All Council agendas, minutes and papers for the period 1981 to present, scanned and added to website.
- Established a schedule of meetings and key dates for the period 2024 – 2026. These are listed on website under NCSC (Australia) Administration.
- Established a style guide for consistent presentation of Council documents and information.

3. Ongoing business

- Manage communication from Dogs Australia, NCSC (Aust) members and general enquiries.
- Manage finance as required.

4. Future business in 2025 - 2026

- Complete the Constitution review process.
- Update the website as required.
- Establish new working groups as required to manage new business