



## The Large Munsterlander Club

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**Minutes of the Management Committee meeting held on Tuesday 30<sup>th</sup> May 2023 at 7.30pm via Zoom.**

**Members present:** Peter Disney (Chair), Andy Graham (Secretary), Karen Caile (Treasurer), Jo Bargman, Chris Bargman, Erin Logie, Aly Prowse, Jack Waddington, Sarah James, Helen Evans, Nicky Logie

**1 Apologies**

All members were present.

**2 Review and approval of last meeting minutes**

a) Minutes from 15<sup>th</sup> May 2023

Corrections agreed. Proposed by AP, seconded by JW, and approved.

**3 Review of action points from 15<sup>th</sup> May meeting**

Agreed that AG would maintain rolling schedule of key open actions for review at next meeting – as follows:-

a) New committee members to sign the Standing Agreements for Officers and Committee members. PD and AG to review current version, update and present to committee for all to comment / sign in due course. **PD/AG**

b) Newsletter “report” from the committee to be drafted for EL **PD/AG/KC**

**5 Check in re 4<sup>th</sup> June show**

a) EL lead a review of the show checklist. All matters covered with actions appointed to individuals. No significant remaining matters outstanding.

**6 Check in re Hall Barn Working Tests**

a) HE updated the committee – all progressing to plan, main concern will be gathering helpers.

b) HE asked if c £60 could be spent on replacing the competitor number discs with a more durable type. This was agreed. **HE**

**7 Check in re Newsletter**

a) EL shared progress on the draft newsletter and will make contact with SB at Mediaport once first draft more complete.

b) Update from the committee to include a call out to members for any information they would like to share in the newsletter to contact EL. **AG**

**8 LMC Record Keeping and Minutes**

a) AG updated the committee regarding gathering historic LMC Secretarial documentation. **AG**  
The past three secretaries have been asked to forward the approved minutes, reports and any other supporting documents to AG whether hard copy or electronic. To date, AG has only been supplied the two missing reports from the 2022 AGM minutes. KC has some information pre 2010. AG stated that there is a limit to what is possible in gathering past documentation if there was no formal “storage system”, and whilst regrettable, that this committee should not be held to account for this situation. Going forward, this committee will ensure all such documentation is filed securely online so that access in the future is straight forward, and that document retention or disposal can be properly managed.

b) KC confirmed for the avoidance of doubt that the historic financial records are in order.

**9 Any Other Business**

- a) PD brought a complaint to the attention of the committee. PD outlined the actions taken to date and the ongoing actions to resolve the matter. The committee agreed with the plan. The committee were reminded of their joint and individual responsibilities in representing the LMC in line with the code of conduct.
- b) Following a query from VW, AG asked how the BEC and JC role could be incorporated into future committee meetings. Meeting agreed AG to invite VW to the next meeting for a “zoom slot” to share thoughts (one item being the “Judges List”), and JM for a Puppy Co-ordinator discussion. **AG**
- c) GE to be formally invited to judge at the Jan 2024 Open at Manchester – AG to contact VW re a “contract template” to use. **AG**
- d) AG to circulate propose schedule for future meetings to committee for comment. **AG**
- e) CB asked that the committee all review the LMC website for corrections or additions and feed information directly to him **all**

**11 Next meeting – will be Tuesday 20<sup>th</sup> June at 7.30 by zoom**

**Approved by the LMC committee.**

A handwritten signature in black ink, appearing to read 'Peter Disney', with a large, stylized initial 'P' and 'D'.

Peter Disney - Chair  
**20<sup>th</sup> June 2023**