

SOLDIERS BEACH SURF LIFE SAVING CLUB
Executive Committee Meeting
22nd January 2017

Date: 22/1/17

Meeting opened at: 3:27 pm

Attendees: Richard Field, Coral Raymond, Jim Buckton, Dave Waddell, Jacqui Godier, Shawn Ford

Apologies: Alex Coppen, Renea Donaldson, Shane Walker, Ellen Van Wessel

1. Welcome, with meeting opened @ 3:27 pm

A Quorum wasn't met as per constitution item 23.1 and so the meeting took the form of an Executive Committee Meeting, which requires a quorum of 4 + 1, as per item 31.4. Notice for this meeting being fulfilled by the notice of the committee meeting which it replaces.

2. Apologies : as above

Moved that we accept apologies: all in favour/carried

3. Disclosure of Pecuniary Interest:

- The chairman requests that the members disclose any items of personal interest in matters that are going to be considered at this meeting
All in favour/ Carried

4. Confirmation of minutes from the previous meeting:

Moved: Jim Buckton, seconded Coral Raymond

5. **Presidents Report** - Richard Field - no report

6. **Finance Report** - Renea Donaldson - as presented

- Coral queried the amount of \$705.04 - it comprised a few different entries:
 1. Swimwear \$20.00
 2. Donation \$50.00
 3. Christmas Raffle \$179.00
 4. NRMA refund \$333.84
 5. Nipper BBQ 122.20
- Increase Credit Card limit - \$2000.00 at the moment increase to \$5000.00. Bank requires last 2 years financials, tax returns and minutes of meeting where it was agreed to. **Recommended that his be approved**
- Query Commercial Management Set Up Fee - it was from Aubrey Brown
- Streets Carnival entry fees are a one off fee for the entire Streets Rounds - competitors are being invoiced for entry fees for every carnival. Shags has advised Renea that these fees have already been covered by the Streets one off entry for all rounds.
Action: Renea to be advised to correct and check costs involved
- Invoice Shawn Christie Plumbing - needs to be added to accounts for payment

Moved that finance Report be accepted: addendum

Portfolio Reports

A. Lifesaving - Shane Walker (no report submitted)

- MacKillop Netball will be moving all their business to the club for their meetings etc and will need access at different times.
- Patrols have been boosted with more SCR's
- Reed Family (breaking of fire alarm glass) - Have sent invoice to house and emailed but no response.

Action: Shags to write and circulate first a letter of demand before sending to Reeds

- Streets Carnival at Soldiers -
 - Info about Work Party for catering, set up and dinner to be sent out etc to be sent out.
 - Shags has spoken to Donna about dinner and hoping to get a cheaper quote. They have \$2,500.00 for catering. To be confirmed
 - Shags has advised Surfing Fraternity and Women in Waves that carpark at the clubhouse will be closed on the day.
 - Jim to organise Rookies to cover patrols left down in numbers on the day.
 - Presentation: have organised community groups and sponsors and have spoken to Steve Allen from 2GO to attend, this needs confirmation
 - Flag Pole erected -Richard has organised a flags from David Harris & Emma McBride

B. Education - Jim Buckton - as presented

- Gym rack for plates, bench & olympic bar - \$1000.00 approx

Action: Jim to investigate costs and present at next meeting

C. Administration/Caretaker - Jacqui Godier - tabled

- Correspondence In/Out
- Transfers In & Out - Brock Ray, competition transfer to Umina - out of session ratification received from Committee
- Circuit Breaker tripped for Fire Escape off Lighthouse Room and Store-room - DNA Electrical called, fixed lights in Storeroom but 2 lights in Fire Escape still not working and will cost \$1500.00 approx to repair. Jim & shags to have a look before going ahead
- Refrigerator for out side

D. Surf Sports - Alex Coppen - no report

E. Youth Development - Jodie Freeman - tabled

- Harry Moore Trust Minutes tabled - **Resolved to expend \$2000 for 4 Nipper Boards, \$300 for First Aid Supplies per year, \$300 for Rookie Camp annually**
- The following needs approval
 - Renea to invoice the Harry Moore trust for the \$2,000.00
 - Jim talk to branch regarding our interest in holding the first Officials Course for next season at Soldiers - if approved

- Bucket drive for Lake Haven for similar time in 2017, Katrina to organise needs approval
- Purchase a Santa suit - needs approval
- Approval for swim training to continue through winter months

G. WH&S - Richard Field -

- discussions held re container for surf boat so can be stored off site, then we can have designated walk ways

H. Sponsorship & Marketing - Phil Walls - no report

- WiFi grant and cheque received -
- Letter to Phil congratulating him on all the work he has done and is still doing to make this come about
Action: Jacqui to do
- Jim - there many grants available online, SLS has a grant writing team. Need to organise all info required so we can apply all year round

I. Bar - Mick Crowe - no report

- All working well with everyone doing their bit to make Sunset Bar run smoothly.

8. Election of Positions Vacant: (see attached)

- Discussions on positions vacant
- IRB Captain - Shawn Ford has agreed to take this position on
- Vice Director of Youth Development
- Assistant Board & Ski Captain – vacant
- Gear Steward – vacant
- Social Secretary – to be determined

9. General Business

- Trophy Cabinet in Sunset Lounge - Jim has been in contact with cabinet maker
- Quality Clubs Programme - all criteria needs to be completed -
Action: Jim to send out info for each portfolio
- Bookkeeper, discussions held -
Action: Jim to contact Fortuity to see what they can offer
- 4WD - recommend we buy Landcruier or similar as we know they work well on the beach and the harsh conditions. **Jim recommended we engage a fleet agent to search for vehicle once we identify budget and what we need fitted to vehicle. e.g. racks, lowball, rust proof, bull bar with winch**
- IRB - Kees Van Yerren to be acknowledge on IRB

Meeting closed 3.20pm

Outstanding Action Items from October & November meetings

Action: Richard and Jim to discuss Donna's request to wash staff shirts with her – all agree

this cost should NOT be covered by SLSC funds and should be covered by Donna.

Action: Richard Field or Jodie Freeman to approach local schools (Catholic / Toukley Public school / Local Council) asking if we can add information to their current signs

Action: Send an email listing all sponsors to enable us to have a sponsor day

Action: Dave will speak with Licensing people at his work to ensure we are compliant with the conditions of holding a liquor licence

House committee

a. Terms of Reference (TOR) for the House Committee will be provided to be added to the minutes

Action: Jim to provide TOR

Action: Follow up re Changes to Constitution

Action: Catering for NSW Board Riders is outstanding, \$1200.00 - Renea has been in contact with SLSNSW waiting on outcome

Richard Field
President – Soldiers Beach SLSC

Jacqui Godier
Director Administration – Soldiers Beach SLSC

Next meeting: 19th February 2017