

SOLDIERS BEACH SURF LIFE SAVING CLUB INC COMMITTEE MEETING

20 August 2017

- Welcome, meeting opened: 10:15 am
- Apologies: Shane Walker, Alex Coppen
- Attendance: Jim Buckton, Jacqui Godier, Richard Field, Gail Rixom, Phil Walls, A Lara McIntyre, Jodie Freeman, Shawn Ford, Dave Waddell, Coral Raymond, Anthony Cromack, Ellen Van Wessel (minutes)
- 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**
- Confirmation of minutes from the previous meeting:
 1. Dave Waddell
 2. Jodie Freeman
- Business arising from previous minutes:
 - **Pat & Kerry Reed** - letter sent (Registered Mail)
 - **Flagpole** - Acquittal notice has been sent to DVA - Jacqui waiting on invoice for records from Jodie Freeman
 - **Fortunity, Bookkeeper**
 - **Action:** Jim to contact Emma and set up meeting to discuss how many hours needed and for Emma to have a look at our set up, with the view to eventually changing over to XERO.
 - **Update 20/8 Done** – Emma has been contacted dates tentatively set for 9 September to enable hand over with out going treasurer – Emma to provide costs for set up

1. Presidents Report - Richard Field

- Fortunity conference coming up on 2nd September – branch paying for it – Jodie and Gail attending
- Raising of the flags is at Shelley Beach this year
- Council have advised that we will be not be getting an IRB (as they are off the agenda) but will be in receipt of other equipment as defined by Council (per replacement plan)
- Funds received form the walk to be confirmed – cash funds raised approx. \$1,100.00

2. Finance Report – Renea Donaldson - no report

- Assistant Treasurer unable to reconcile due to no response from Treasurer
- Need to follow up for a copy of the finance report for the AGM

- Books have not been reconciled since April
- Election of officers can go ahead at the AGM – unable to accept annual or financial report if we don't received finance report from Treasurer
- **Action 20/8/17: Jim to follow up with Treasurer to obtain report**

3. Portfolio Reports

- **Lifesaving – Shane Walker -**

- Point raised that there are 6 meetings per year that should be attended by a representative of Soldiers Beach (BOLS) – attendance adds to points for clubs
- DRAFT patrol roster will be worked on this week (patrols start on 23/9)
- Awaiting on results of a grant submitted
- Coaching will be provided again this year – Lee Mitchell / Dave Waddell will undertake

Action: Richard to take radios in for service and get PA system channel fitted to truck

- **Education – Jim Buckton – per report**

- All items as per report
- Need to get Jim/Garry/Lara/Dennis/Mel – to be noted as delegates to sign off re-quals

- **Administration – Jacqui Godier – per report**

- Need names for Fortunity conference Sat 2nd September 9.00am at Gosford Leagues Club Jim/Richard/Gail/Jacqui – needs names by 28th
- Need names for Surfguard training Monday 28th August 6-9pm at Tuggerah – Richard, Jacqui and Jodie maybe

- **Surf Sports – Alex Coppen – no report**

- **Youth Development – Jodie Freeman – report to be tabled**

- Registration dates have been put up on FaceBook
- Harry Moore trust - \$3K promised
- Confirmed that boards can be ordered
- Attended Nipper inclusion program meeting – program will be labour intensive – proposal will be put forward to the Freemasons for funding
- Follow up on app – can this be ready for first registration day

- **Caretaker – Jacqui Godier - report tabled**

- Done as part of the Admin report
- **WH&S** – Richard Fields - no report
- **Sponsorship & Marketing – Phil Walls** – per report
 - Hoping for NBN to be here this week

Action: need to register for Surf club Open day – 15th October – looking for volunteers

- When is Sunset Bar opening for launch – 22nd September invite only
- Sunset Bar to officially open on 29th September – needs to line up with Bus

• **Member Services**

- Lara and Alex attended the MPIO course –
 - do we have a complaints policy?
 - need to advertise that we have MPIO officers – put up on website and will be included in nippers handbook

Action: information on MPIO officers to be put up on website - Phil

- **Bar - Mick Crowe - no report**
- **IRB - Shawn Ford** - report tabled
- **House Committee - Jim** - report tabled
 - No items for approval

Action: Jacqui Godier to check plan for maximum numbers in function room

Update: Ongoing

- Interim report received
- Operations Manager comprehensive report and subsequent email tabled and discussed
- EEC advised her comments – with regards to which staff should be undertaking roles with regards to who should be delivering the service which is what prompted discussions

Motion: moved by Phil that two representatives of club and EEC meet with Julian to discuss we can move forward - Phil & Jim to be representatives

2nd Coral - carried

Action: Jim to ring Julian tomorrow

4. Election of Positions Vacant: (see attached)

5. General Business

Action items arising of remainder of minutes of committee meeting 16/7/17

Update 20/8 Action follow up with Phil for a copy of the Thrifty paperwork – need to clarify the radius and costs in relation to functions

Update 20/8 – Fashion Fish will attend 2nd and 3rd rego days with swimming costumes– she will hold all stock

Update 20/8 – do we include pink in the soldiers rashie – discussions held - decided NO

OH & S system to be put in place for the bar operations. Jim to investigate.

Code of conduct for bar to be put in place.

Meeting closed: 1.25 pm

Note: Can we have written reports emailed to Jacqui for Portfolio areas.
admin@soldiersbeachsurfclub.com.au

Richard Field
President

Jacqui Godier
Director of Administration

Positions Vacant

- Vice Director of Youth Development
- Assistant Boat Captain
- Assistant Board & Ski Captain
- Gear Steward
- Social Secretary