

Minutes



Management Committee Meeting of Soldiers Beach Surf Life Saving Club Inc Held at SBSLSC on Sunday 23th October 2017

MEETING OPENED: 6:47 PM

MEETING CLOSED: 9:00 PM

- 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.
- **The Management committee hereby gives notice as per the 2004 Soldiers Beach SLS Constitution, that there are items to be discussed in this meeting that will be done so 'In Committee'**

1. ATTENDANCE

Jim Buckton	President
Jacqui Godier	Director of Administration
Coral Raymond	Director of Finance
Shane Walker	Director of Surf Life Saving
Dave Waddell	Assistant Director of Surf Life Saving
Alex Coppen	Director of Surf Sports
Jodie Freeman	Director of Junior Activities
Richard Field	WHS
Shawn Ford	IRB Captain

Apologies

Gail Rixom	Member Services
Lara McIntyre	Director of Education
Phil Walls	Vice President
John Tomba	Boat Captain

2. CONFIRMATION OF PREVIOUS MINUTES

The minutes from previous meeting held Sunday 24th September 2017

Motion: that minutes of previous meeting be accepted

Moved: Shawn Ford

Seconded: Richard Field

CARRIED

3. BUSINESS ARISING FROM PREVIOUS MINUTES

- Pat & Kerry Reed - no reply to correspondence sent, discussions held - Jim to send letter
- Grievance Report by Colin Trigg - reply to be send to Belinda McGaw. Jim outlined procedures to follow when a grievance report is received, completely confidential. Jim has receive messages from John Edwards asking for a copy of the Grievance Report - in confidence so will not be forwarding copy.

Action: Jim to draft letter and send to management committee for approval

- FOB system - Jim has a report from Shelley Beach to be brought up in Building Report.
- Branden Ross' 21st - Jim to speak to Jodie
- Minutes being posted on website after ratification at the following months meeting were omitted from last months meeting .

4. ENDORSEMENT OF FINANCIAL STATEMENTS

The Financial Statements were tabled and endorsed by the Board

Moved: Shane Walker

Seconded: Richard Field

CARRIED

5. REPORTS

5.1 PRESIDENT - JIM BUCKTON

- Report tabled
- Central Coast Council - 'Adopt a Councillor' - Greg Best

Motion to 'Adopt a Councillor':

Moved: Dave Waddell

Seconded: Jodie Freeman

Action: letter to be written to Greg Best and welcome him to our club

- IRB motor - Jim to send letter to Jacqui to put on Letterhead and send

Moved: Shane Walker

Seconded: Dave Waddell

CARRIED

- Grievance Report

Motion to send letter to Belinda McGaw, Jodie Ross & Doug Fyfe

Moved: Jim Buckton

Seconded: Shane Walker

CARRIED

- Surf Club Lease - discussions held
 - Commercial Operations, as a training facility,
 - Lease for Caretaker from newsagent or post office
 - Invoice & Logo have been sent
- Ability Links - report tabled
- Open Day - Report tabled
- WRLCG - Sports Dinner
- Branch Council Meeting - report tabled
- Operations Manager - Jim has spoken to Julian and is happy to return as Operations Manager and manage all functions planned with Wyong Leagues

Motion to re-employ Julian Harley as Operations Manager

Moved: Richard Field

Seconded: Shawn Ford

CARRIED

Motion to adopt agenda put forward by Aubrey Brown Solicitors

Moved: Shane Walker

Seconded: Alex Coppen

CARRIED

5.2 DIRECTOR OF FINANCE - CORAL RAYMOND

- PAYG - no payment to ATO for 2 years - Emma is working with Fortunity to sort out
- Emma's recommendations tabled
- Profit & Loss Report tabled

Moved that payments be made: Shane Walker

Seconded: Richard Field

CARRIED

5.3 DIRECTOR OF ADMINISTRATION - JACQUI GODIER

- Correspondence In & Out tabled
- Transfers In & Out - **Motion to accept**

Moved: Dave Waddell

Seconded: Shane Walker

CARRIED

5.4 DIRECTOR OF LIFE SAVING - SHANE WALKER

- Report tabled

5. REPORTS (cont)

5.5. DIRECTOR OF SURF SPORTS - ALEX COPPEN

- Craig Ray updating with carnivals and point score on Facebook
- Salty Saturdays is up and running
- Nipper training with Mark - he had a foam racing mal for approx \$1000.00. Discussions held re purchasing some. We have money from Tom & Paps for \$1000.00 and also Lighthouse to Skillion Walk \$800.00. Look into price of purchasing 3 boards
- two competitors unable to attend Forster Carnival - refund
- Boards need culling - need to set date to have 'garage sale' - ask Michael Larkin as gear steward if he would like to be involved

Motion by Dave Waddell to have competition boards available for training and pointscore

Moved: Dave Waddell

Seconded: Shane Walker

CARRIED

5.7. WH&S - RICHARD FIELD

- Would like to purchase a reversing beeper for 4WD - Jim has one that the club can have

5.8. IRB CAPTAIN - SHAWN FORD

- IRB has been taken to have the sign writing done. Will be back by end of week. Club needs to have handover with the Kees Van Wyperen family and Wyong Leagues Club
- Can we supply crew & driver for CC Branch Carnival

5.9. HOUSE COMMITTEE - JIM BUCKTON

- Bar staff have been saving their tips. Request that club subsidises Christmas Party. Ask Jodie to come back with prices

MOVED THAT ALL REPORTS BE ACCEPTED

Moved: Shawn Ford

Seconded: Richard Field

CARRIED

6. POSITIONS VACANT

- Director of Sponsorship & Marketing
- Assistant Director of Administration
- Assistant Director of Youth Development
- Board & Ski Captain
- Building Officer
- Rookie Coordinator (13's & 14's)
- Publicity Officer
- Radio Communication Officer
- Social Secretary

7. GENERAL BUSINESS

- Flowers to be sent to John Tomba on the passing of his mother, on behalf of the club - Shags to organise
- 4WD - clutch needs adjusting - Richard to take up to Devine Mechanical
- North Entrance Surf Club are short on patrol members

Note: All Portfolio Reports to be emailed to Jacqui at: admin@soldiersbeachsurfclub.com.au

**JIM BUCKTON
PRESIDENT**

**JACQUI GODIER
DIRECTOR OF ADMINISTRATION**

Presidents Report October 2017

Items for funding approval

Nil

Items to report

Issues from last meeting

1. Agreement with WRLCG signed & delivered

This agreement is for a 12-month period & is for \$4000 plus support for bar services 7 supply. Special note as to our requirements under the new agreement. Special note none of these commitments were met in the previous agreement.

*Promote membership of WRLCG to our members

*Hold at least 1 fundraising event at their venue

*Utilise Canton Beach Sports Club facilities for barefoot bowls & fundraising functions

*Note & publicly acknowledge WRLCG support for Soldiers Beach SLSC.

2. Events organised to date

a. Heroes & Villains rugby league dinner & memorabilia auction to be held in the auditorium Wyong leagues Club Sat Jan 20

b. Comedy for a cause tentatively booked for Feb 17

c. Barefoot bowls Dec 16

3. letter for Kerry Reed drafted for discussion (see letter)

Recommendation: have legal look over the document due to considerations of the premises being a community venue (may not have the right to "ban" someone from the venue). Considerations that we must communicate the restriction of service to EEC as part of the commercial operation. (discussion & motion)

4. Spoken to Camp Toukley re Surf Ed program. Suggested a delay of 1 hr for the start time as this date coincides with the Nipper Inclusion program

5. followed up on "Patron" status for new councillors. This title affords no rights or obligations on the holder & is an indication of support only. Suggest discussion on including new councillor along with federal members as discussed on 24/09/17. Further to this branch council has identified an "adopt a councillor" initiative for each of the 15 clubs in the branch. This involves inviting the councillor & the mayor to all official functions & public opportunities. (discussion & motion)

6. have spoken with Renae & account transfers are completed

7. I have prepared a letter for the committees' approval for Dean Horsfall re motor equipment retrieval \$ 2340.00.(motion required)

8. Report from Grievance officer. Decision required on communication to parties involved. Note these discussions to be held "in committee" (discuss/action/& motion)

New business

1. New paper on surf club lease (see document)

(Discuss & action motion req.)

2. Requirements under our new agreement with CC Council (have these been done?)

3. Update on proceedings re commercial operation note: discussion to be held "in committee (motion required)

4. update on council agreement Nth Avoca SLSC 12/10/17

5. NDIS meeting. Opportunities for funding. Meeting 12/10/17(discuss/action & motion)

6. report on Open day & presentation

7. WRLCG sports Dinner @ WRLC on 17th Nov from 6.30pm tables of 8 RSVP by 10 Nov.

8. Templates for committee meeting minutes, reports & agendas.

Looking for a standard practice model that is easy to follow & lists outcomes & people responsible. See examples (discuss/action & motion)

9. Branch council meeting report

Open Day Report

Open Day on Oct 15 was a successful event with good attendance for our nipper season opening despite the weather.

The interaction from the parents was encouraging with a few new sign-ups for the SRC & Bronze courses and interest in the nipper program with assistance offered for a range of our nipper requirements.

The clothing sale was successful with a clearance of our stock a big thanks to EllenVan Wessell & Leanne Justin for manning the barricades'.

We had a lot of new sign ups & water safety was on hand for the small number of adventurous souls who braved the water.

The presentation for our new beach vehicle was made & despite the failure of the local newspaper & NBN Television to show up on the day the sponsors were pleased with the recognition & our responsibilities have been fulfilled with regards to our grants 7 our sponsors. On a secondary note, the Express Advocate contacted me during the week & a story with pictures appeared in the Thursday edition.

Again, it must be mentioned that this event is notified early in the season & must be prepared for prior to the day for next season.

Ability links meeting report.

On weds/11/Oct I was contacted by Kelly Darcy from the St Vincent de Paul society 'Ability Links program regarding soldiers Beach SLSC's interest in participating in a commonwealth government community program.

This program is aimed at increasing beach access & inclusion for people with a disability by funding & facilitating capacity building projects.

The Ability links team has put together a team of facilitators to establish & work with 27 surf clubs in the Central coast & hunter branches to create environments for attitudinal change around disability & social inclusion.

Basically, the initiative is a facilitated & partially funded program to promote beach access, social inclusion, community awareness

Branch Council Report

On Thurs 12/October North Avoca SLSC was the host for CC Council's lifesaving support funding presentation. All 15 clubs in the branch were represented along with representatives from SLSCC, new mayor of CC Council, Jane Smith along with councillors Chris Holstein & Chris Bourke. Soldiers was represented by Phil Walls & Jim Buckton.

As reported previously the club will receive \$8250.00 for the first year of the 3-year support agreement. Each club also received a new rescue board.

The presentation was followed by SLSCC AGM & Branch Council meeting

The Branch Council meeting addressed many issues

- Discussion on the recognition of "service hours" within a club to count towards patrol hours. This is still a discussion points however the recommendation from the council was that these hrs were to be "lifesaving specific" i.e. training, assessing, coaching etc.
- All proficiencies complete by Dec 31 for SLSNSW competition. A motion put forward to address the situation whereby competitors not compliant by SLSNSW regulations can still compete at SLSA titles
- SLSNSW has been approached for a public statement on a position regarding the postal survey on SS marriage. The motion was moved to remain non-political & not take a public position on the issue.
- All clubs have now been issued a tablet for patrol logins. At present, it has been loaded with the old beach safe app as an initial start-up program to train on. Moving to complete online login by Dec 1, 2017
- CC Councils Draft Memorandum of understanding document has been forwarded to SLSCC & the Branch council is to review this document prior to making its' response to CC Council.
- CC council funding is now secured for the next 3 years & includes adjustments for C.P.I to increase in subsequent years.
- SLSCC has put forward an initiative to "adopt a councillor" for each club. This is aimed at fostering a relationship between the new administration & all 15 clubs in the branch. Clubs have been encouraged to invite their "adopted" councillor along with the other representatives from their ward & the mayor to all functions & events at the clubs.
- Nth Entrance are struggling to make patrols & have asked for assistance from the branch to maintain their patrol obligations.
- Discussions on the availability of a branch container for Aussies in Perth
- Expressions of interest in floatation mats for use with the nipper inclusion program. These have been quoted as a 1 off cost of \$900.00 ea. but in bulk orders of 10 the price can be reduced to \$200. Soldiers has been included in the

SOLDIERS BEACH SURF LIFE SAVING CLUB

MANAGEMENT COMMITTEE – DIRECTOR OF EDUCATION REPORT

Report submitted by: Director of Education & First Aid Officer

Date: 23/10/17

Summary of items requiring approval/money/action:

1. First Aid Room Supplies
 - a. Approval
 - b. \$390.00
 - c. Action – FYI

 2. Issue
 - a. Approval
 - b. Expenditure ??
 - c. Action – who??

 3. Issue
 - a. Approval
 - b. Expenditure ??
 - c. Action – who??
-

General Business Summary:

- 10/10/17: BM & SRC Course Commenced
Currently have 14 enrolled (BM = 7, SRC = 7)

- 22/10/17: completed Parent SRC.
9 Parents completed course

Soldiers Beach Surf Lifesaving Club

Director of Youth Activities Report for SBSLSC Management committee Meeting
23rd October 2017.

Decisions Needed

nil

General Information

- Registration

Lower nipper enrolments however there has been great parent involvement during our nipper program including the parent SRC course.

- Sponsorship

1 age group sponsored so far.

- Foam nipper boards

The foam nipper boards have arrived. * are now sponsored still seeking sponsors for the remaining 3.

- Swimwear

New swimwear sales are going really well. We have had great feedback. We will have to heavily reduce our leftover stock to clear cupboard.

- McDonalds

I have followed up on a McDonalds partnership. They are willing to offer us a donations night, members cards and also weekly prize cards. Looking at booking in a Thursday night in December for our Donations night. We get a percentage of all sales within the 1 hour we specify.

- Beach Training

Im hoping to get beach training in on the weekend before nipper carnivals.

- Inclusion nippers

Marie Buckton and I attended a training day at Avoca. Megan Burdon (a parent of one of our incoming inclusion nippers) is doing the admin for this program. Registrations are coming in. Volunteer training for this program is on October 31 6.30pm.

Jodie Freeman

Director of Life Saving - Shane Walker

All in all the start has come around and as per most years patrols seem to fall on there feet. Due to IRB driver shortage we have had to move a few more senior members from a few patrols to balance others mainly due to members not returning. This been said Shane walker, Neville Bunn and Jim Buckton patrols now need boosting with any new members and any new bronze recipients. We seem to have a few numbers in the bronze and SRC course and like all years we seem to get by.

Would like to introduce a new self audit on patrols in tbe back half of the season to boost members general knowledge and make them not so worried about the CC branch random ones. This will be done with the guidance of our training teams using the current audit sheets. Ive run of a few copies and laminated them that are available for all patrols. And urge PC to get rookies to do check lists on the start of patrols.

PC meeting the other night at the surfclub discussed this and a few other issues that again are present with the start of each year.

All in all things seem to be going well i think the mentioned above crews will need a hand in the short term but im sure will be bolstered by roving or other members.

Possibly need to keep in mind the future carnivals that will fast approach and also mindful of the NHSF and WIW movements and dates.

Had some feed back from Brett Courte thanking us for touching base via Jim . Well done Jim. I will catch up with Sandy, Brett and Warren shortly for a coffee and throw a few dates around that we know of.

Had Peter Harris contact me in regards the clash of Demo day /SB opening day. He was apologetic about the clash . Again I'll keep him up to date with any up coming beach carnivals etc.

Shags