

Minutes



Management Committee Meeting of Soldiers Beach Surf Life Saving Club Inc
Held at Canton Beach Sports Club on 22nd January 2018

MEETING OPENED: 6:45 pm

MEETING CLOSED: 9:17 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.
- As per section 43.2 of the Soldiers Beach SLSC Constitution and in conjunction with the meetings process policy outlined in the Soldiers Beach SLSC Organisational Policy document, the Management Committee of Soldiers Beach SLSC hereby gives notice that items will be discussed 'In Committee' to maintain confidentiality as required. All members who are not elected members of the committee will be asked to leave the meeting so as to maintain the confidentiality required.

1. ATTENDANCE:

Jim Buckton, Phil Walls, Coral Raymond, Alex Coppen, Jacqui Godier, Shane Walker, Shawn Ford, Richard Field, Gail Rixom, Alex Coppen,

Apologies: Lara McIntyre, Dave Waddell

Executive Meeting - because of attendance & apologies a quorum for a Committee Meeting was not reached. As per Item 23.1 & 31.4 in the Soldiers Beach SLSC Constitution the meeting will be conducted as an Executive Meeting, as a quorum has been reached to fulfil that requirement.

2. CONFIRMATION OF PREVIOUS MINUTES

The minutes from previous meeting held on 18th December 2017

The Management Committee confirmed that the minutes were a true and accurate record of the meeting.

Moved: Shane Walker

Seconded: Richard Field

CARRIED

3. BUSINESS ARISING FROM PREVIOUS MINUTES

4. REPORTS

FINANCE REPORT: CORAL RAYMOND

Endorsement of Financial Statements

Motion to pay all accounts due:

Moved: Richard Field

Seconded: Shane Walker

CARRIED

Motion to accept financial reports:

Moved: Phil Walls

Seconded: Jacqui Godier

CARRIED

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5. AGENDA ITEMS

5.1 Quality Clubs - silver nearly complete

5.2 Disability Links - discussions held regarding what we need - suggested matting 4 wheel chair access

5.3 Branch Council - MOA Leases, Adopt a Councillor

5.4.WHS -

5.5 Patrol App

6. REPORTS

6.1. PRESIDENT - JIM BUCKTON - tabled
discussions held re above Agenda Items

6.2 Director of Finance Report - tabled

Endorsement of Financial Statements

Motion to pay all accounts due:

Moved: Richard Field

Seconded: Shane Walker

CARRIED

Motion to accept financial reports:

Moved: Phil Walls

Seconded: Jacqui Godier

CARRIED

6.3 Director of Administration Report - no report

6.4 Director of Life Saving Report - report tabled

- received \$51.20 from John Gatt - Surfing Santa - thank you letter to be sent
- Jim - audit was a disgrace, - meeting to be organised with Patrol Captains to reinforce what to do on the beach
- white board checklist on how to set up patrol
- oxy viva not being checked
- need log books -
- new app coming

6.5 Director of Education Report - tabled

6.6 Director of Surf Sports Report - tabled

- Champion Life Saver - discussions held re where it all takes place
- Jim has spoken to Boaties about lunch for officials
- water & beach to liaise with Carnival referee

6.7 Director of Junior Activities - no report

- extra helpers need
- old boards selling for \$40.00, need some repairs
- Caps with Soldiers picture and IRB Logo

6.8 IRB Captain

- 2 new motors delivered

6.9 WH&S - Jim has a reversing beeper for 4WD

6.10 Caretaker no report

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6. REPORTS (cont)

- 6.11 Gym Manager no report
- 6.12 First Aid Officer - some invoices need paying
- 6.13 Junior Club Captain - no report
- 6.14 Boat Captain - no report
- 6.15. Gear Steward - no report
- 6.16. Sponsorship & Marketing
 - Quote for magnetic signs for courtesy bus
 - wifi \$200 pa
 -

Moved that all reports be accepted:

Moved: Richard Field

Seconded: Alex Coppin

CARRIED

7. GENERAL BUSINESS

- EEC issues - discussions held as per item 43.2 of the Soldiers Beach SLSC Inc constitution
- Amplifier for audio - quote accepted - Jacqui to organise
- Commercial Operations

Motion: Committee give the Operations Manager permission to place orders and incur deposit payments to re equip the commercial operations for catering and bar trade

Moved: Richard Field.

Seconded: Jacqui Godier

CARRIED

- Building Management System - CMMS FIYY - online demo - cloud based maintenance schedule, record assets, trade register, security system, - Basic system \$29.00 month
- **Life Members** - Intention to propose a resolution 21 days notice.

Motion: to give notice of intention to propose a special resolution at the next AGM as required under the constitution regarding Special Resolution Item (9)

Moved: Richard Field.

Seconded: Coral Raymond

CARRIED

- 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
- Gear Steward
- Social Secretary

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Meeting closed: 8 :35 pm

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

**JIM BUCKTON
PRESIDENT**

**JACQUI GODIER
DIRECTOR OF ADMINISTRATION**