



**Soldiers Beach Surf Club
Minutes
Executive meeting
19 11 19**

Attendees: Jim Buckton, Jodie Freeman, Ellen Van Wessel, Richard Field, Darcy Van Wessel-Aldridge, Shane Walker

Apologies: Craig Ray, Larissa Mc Intyre, Kellie Maxwell, Gail Rixom, Craig Andrews, Phil Walls

Date: 19 November 2019

Meeting opened at 6.45pm

Jodie (per report)

ACTION: Jim will follow up with gentleman at the entrance to fix the fibre glass surfboards

Decisions:
Pop up stall

Cossies \$5
Towel \$60

Plain Green t-shirts – agreed to order more after stocktake has taken place to use for presentation

Agreement on \$ amount to spend on Christmas party agreed to spend \$300

Motion:

Moved: Darcy Van Wessel-Aldridge / Seconded: Richard Field

BBQ discussions around bread and sausages – need to be fresh not frozen

Financial report (per attachments)



Motion to accept financials

Moved to accept Jodie Freeman/ Seconded Richard Field

Jim advised he has spent time with Emma to forecast a budget for the this financial year
Attach a copy of the proposed budget

ACTION: All to review the proposed budget and come back to next meeting with their agreement

Presidents report (as per attachment)

Summary:

Grant from sports commission for new oars

Submission being prepared

Motion to spend the money to purchase oars – amount \$3,600 needs to be spent prior to being able to submit any new submissions.

Moved: Richard Field / Seconded: Darcy Van Wessel-Aldridge

Comedy for a cause

Look at late February for

ACTION: Jim will send and out of session email once a review of the calendar has been undertaken - Look at 29th

Dunes now has a courtesy bus in place

Pending memberships

Moved to accept pending

Moved: Ellen/Seconded Richard

Vice Captain of patrols (Richard Field)

Next weekend boogie boarders

New criteria of bronze and SRC are working well in the patrols

Requals are in the back of the book – when Lara returns will be marked off

Second Jet ski operator – patrol hours are low

Suggestions around reinforcing responsibilities of being a patrol captain and jet ski operator

Suggestions for Senior patrol members to take on responsibility of mentoring and training

Suggestion to buddy up older members of the patrol with the new members



ACTION: Message will be sent to all patrolling members to reinforce and remind and in particular the senior members

ACTION: Ellen to include WHS issue around Oxy bottles (in email from Branch or Jim) include circular in minutes

Education (per Jim)

One full day training has taken place current Bronze and SRC course

Next date

1st or 8th of December

Parent SRC

Looking at the 15th of December to run for water safety

Surf Sports (no report)

Meeting closed: 8.15pm

James Buckton
President

Ellen Van Wessel
Director of Administration



Safe use of medical oxygen cylinders

Background

During a lifeguard training session in July 2019, a new cylinder was to be fitted to an Oxy-Viva set. Two workers were injured when a worker 'cracked' a 'C' size medical oxygen cylinder. Cracking involves opening the valve slightly then closing it with the intention of removing any contaminants from the outlet of the cylinder.

The cylinder was not secured and the worker lost control of it and it shot through the air. The valve spindle broke off on contact with the ground, leaving a short stub which cut a groove in a person's leg. Travelling further, it broke another person's leg and toes. The outlet on the valve was at the side, influencing the cylinder's random path.

The supplier's information warned not to crack the cylinder, as the outlet was shrink-wrapped to keep it clean.

Contributing factors

- The cylinder was not restrained in a cradle or support frame.
- Workplace procedures supported cracking the cylinder.
- The worker cracked the cylinder prior to fitting the regulator.
- The valve may have been cracked too far, as there is no indication of how far to turn it when cracking.
- The cylinder behaved unpredictably due to the pressure of the released gas (as the supplier information states) and travelled several metres.

Action required

1. Read the supplier's instructions for all gas products carefully.
2. Comply with the supplier's instructions.
3. Do NOT
 - crack the cylinder; or
 - open the valve before the regulator is fitted to the cylinder.
4. If difficulties occur when fitting the regulator to the cylinder, or if further information is required, contact the supplier of the cylinder and the supplier of the regulator before taking action. Locating pins may be damaged or there may be an equipment mismatch and it is important to identify the problem rather than apply force.