



# March 2023

Soldiers Beach Surf Club  
Committee Meeting

Attendees: Simon Falconer, Darcy Waller, Gail Rixom, Tony Axford, Brent Farnworth, Matt Keys, Jennifer Falconer, Annie Vandertouw, Dennis Ricketts, Shana Doughney, Tori Coppen, Emma Griffiths, Matt White.

Apologies: Shaun Ford, Doug Fife, Jacqui Goddier, Coral Raymond, Kellie Maxwell,  
, Brad Halicek Kate Halicek, Glenn Coppen, Lachlan Coppen, Karen Harvey

Date: 19/03/23

Welcome: By Simon Falconer, President

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Meeting opened at: 11.50am

## **Item 1: Declaration of any Conflict of interest:-**

Does anyone have a conflict of Interest that is not registered below?

Name: Matt Keys	Interest: Wife owns Kraken
Name: Brent Farnworth	Interest: Owns Dunes
Name: Matt White	Interest: Sister owns Kraken
Name: Shawn Ford	Interest: Contractor Light of Installation
Name: Kelly Maxwell	Interest: Employed by Kraken

## **Item 2: Confirmation to accept the Previous Minutes**

Moved by: Tony Axford

Seconded by: Annie Vandertouw

Carried



## Item 6. Business arising from previous minutes /outstanding action items

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### 1. Lights

- a. Update
- b. Ongoing

### 2. IRB

- a) Fuel Locker – need to check what to keep and what to throw out.
- b) Spare Wheel for IRB trailer-Shaun to check if compatible

### 3. Board Policy

- a. Ongoing – Simon Blakely

### 4. Council Building Inspection;

- a. Kitchen Tiles: Being done tomorrow
  - b. Fan:
    - Under investigation. To be at Council's expense.
    - Air-con too expensive according to Council. Louvre windows an option.
    - Tony A suggested we put in 3 x air-con units approx. \$8K and maintain ourselves.
  - c. Roller Doors: Finished. Club had to pay \$4.5K, waiting on Government to fund us .
  - d. Solar/Grant: Done
  - e. Lift Repair/Replace:
    - Quote and inspections have been carried out. Council to follow up.
    - Ongoing
    - Done in off-season – date to be advised.
    - Main entrance closed for 2 weeks. Cost \$180K
5. Draft Constitution: - Ongoing
- Suggest adding "Community Membership" – \$10 p.a.to receive 10% discount at Dunes.
  - Report more next meeting.

6. Website/IT: Ongoing

7. Ski Storage: Ongoing. Neville Bunn has some ideas

8. Surf Sports: Budgets need to be developed – delay till next meeting



9. Club Sports Trainers: Ongoing. Still asking for people.  
We need to get our own people trained to be trainers and then branch out.

10. Shower Partitions: Received quote - \$2,200. Arcadia Kitchens

**MOTION:** To approve installation of shower partitions.

Moved by: Tony Axford

Second: Simon Falconer

CARRIED:

11. Fund Raiser 11<sup>th</sup> March;

- 3 tables confirmed. Need at least 5 tables.

- Agreed to change to \$100 per head and re-advertise so people don't have to get tables of 10. Matt K. to invite sponsors

12. Ramp issues: On going

- Council said we need a meeting first as there are 50 stakeholders – waiting for a date

- Should be complete by October

- 1<sup>st</sup> Grant – fix main stairs – bottom part

- 2<sup>nd</sup> grant – ramp & north stairs to start July




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Director Reports

Item 7 Director of Finance

Profit and Loss Cash  
(attached)

Age Payables (attached)

Age Receivables (attached)

Bank Ledger (attached)

Current Financial Position

	Income	Outgoings
Gross Profit to date	\$253,966.57	
<b>LESS EXPENSES</b>		<b>\$163,525.84</b>
Operating profit	\$89,452.19	
Less Grants		\$33,620.00
Working Capital	<u>\$55,832.19</u>	
Age Receivables	<u>\$25,625.60</u>	
Age Payables Balance New IRB		\$ 9,850.00
Age Payables		\$ 1,934.50
Less Term Deposit		\$ 15,041.15
Less Grant payable for Solar		\$ 14,625.60
Less Grant		\$11,000.00
Budgeted Expenditure		\$23,564.74
Sub Total		<u>\$76,015.99</u>
	<u>\$81,457.79</u>	
Total working Cash	<u>\$ 5,441.80</u>	

Budgeted items Nipper Pres	\$ 3,500	Paid
Budgeted items Rookie Camp	\$2,700	
Budgeted Item Club camp BBQ	\$500	
Budgeted Items Auditor	\$ 3,600	
Budgeted items Sen Pres	\$4,000	

**The Bunning BBQ Clear profit was \$2,075.76.**

5. Meetings attended.

- Simon and I meet with Brent Farnworth we discussed,
  - a. Issues with the Kitchen Floor
  - b. The Cleaning of the Toilet grout and Tyles, also the timber floors need polishing. It was agreed that the Toilets and the Floor need a detailed Clean, the cost of which will be \$2,500. I believe it is neglect of Club Maintaince and as such the Club should pay. I have this in the Budgets for the Club's New Financial Year 1<sup>st</sup> of May 2023.
  - c. Dunes will be taking over the cost of the Internet.



- **Note the passwords will be changed Brent will be the person responsible for the WIFI connection..Not the Club.**

Move the financial report be adopted.

Moved By: Shana Doughney

Second By: Kellie Maxwell

CARRIED.

Move that the above Bank Register Payments be approved as a legitimate expenses to the Club.

Moved By: Gail Rixom

Second By: Shana Doughney

Carried

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### **Item 8: President Report: Simon Falconer**

Back Ground:

1). Meetings with council:

- i. stainless in kitchen and bar completed
  - ii. Air conditioning a no go due to expense. Alternate Louvers added to windows to allow even air flow.
  - iii. quote received to replace all external doors and 2 office doors, waiting on outcome.
  - iv. gas bottle enclosure waiting on boiler maker.
  - v. external pit covers have started to be repaired. The existing ones will take more work due to special size.
  - vi. stainless covers for downpipes are being made.
  - vii. Lift will not be replaced until the 2024/25 financial year due to cost.
- 2). Received Quote to get inside of building painted. Foyer, upstairs hallway, sunset room and lighthouse room. Waiting on successful grant application through Emma McBride.
- 3). Contacted by Burns Support Foundation: would like to hold a surf awareness program in November for approx. 25-50 people.
- 4) NHSF: held a meeting with Brett Court President of NHSF regarding incidents on 4<sup>th</sup> March.
- Both parties agreed to better communication. We have a copy of permit conditions and will monitor for future contests
- 5). End of season reports need to be finalised ASAP and sent to Jacqui for inclusion in Annual Report. Photos need to be sent of committee members for addition to report.
  - 6) Congratulations to Matt White and all his helpers on a successful season, Look forward to the presentation on the 26th March.



- 7). A reminder that our 65<sup>th</sup> anniversary and senior presentation is being held on 17<sup>th</sup> June. Dinner and comedy show.
- 8). Craig Hely from council has said a meeting will be held by end of month to discuss Ramp and Stairs with all stakeholders, hoping to have started in winter and completed by start of next season.
- 9). We will be receiving a new HD9 CanAm SSV by seasons end. We were successful in the grant applied for.

**Item 9. Admin Director – Darcy Waller**

- a. Incoming and Outgoing Correspondence as per Register
- b. Membership for October register (see attached)

**Jacqui Godier**

Information required for Annual Report

**Recommendation:**

- I encourage everyone to submit their End of Season Reports for the Annual Report as soon as possible, when the season finishes on 25th April.
- It is a quite a process to pull this report together so the sooner you get the info to me the better.
- Who is looking after Sunday Point Score? I need those results as well.
- I encourage everyone to submit their End of Season Reports for the Annual Report as soon as possible, when the season finishes on 25th April.
- I require a head shot photo from everyone who is submitting a report for the Annual Report.
- Grab your phone now while you are reading this and take a selfie...easy.  
Thanks Simon, Darcy, Tony & Kelly for your photos.

**Assistant Admin report Coral Raymond**

- The Clubs new phone number 0438 021 446 has been updated onto Surf Guard and SLSCC, SLSNSW and SLSA all have been notified.

**Transfers FEB 23 TO 14 MARCH 23**

**Transferring In**

To From

**Transferring Out**

To

From

**Motion**



Move approve the transfers and the membership register.

No Transfers

Moved By:

Second By:

Carried

#### **Item 10 . Director Surf life Saving – Shana Doughney**

- 1) 4 x new IRB Drivers on our patrols following assessment on 4<sup>th</sup> March.  
- Many Thanks to Paul Dowdell and Ramzy Fawzy from Shelley Beach SLSC.
- 2) 5 of our members have been submitted for Patrol Captains course to be held here April 22<sup>nd</sup> and 23<sup>rd</sup>.
  - Jackson Blacksaw
  - Simon Falconer
  - Matthew White
  - Matthew Griffiths
  - Em Griffiths
- 3) There is a fridge in the tower following the previous meeting, with cold water for our members. Many Thanks to Tony for organising.

Issues:

1. Some of our members are still wearing old uniforms (old sponsorship)  
Do we have a plan to ensure all members receive up to date shirts next season? (I know we have previously had limitations with what we get given).

#### **Item 11. Surf Sports Report – Dennis Ricketts**

No Report

#### **Item 12. Junior Activities Report - Matthew White**

- 1) Last day of nippers next Sunday 19th
- 2). Presentation awards, medals are all in.
- 3 will be ordering new fins for foam nipper boards
- 4) Next year's program being written, with a 15y to 17 being proposed
- 5) Need to order medium/ small water safety shirts.
- 6) Presentation to be held outside if weather permits
- 7) Nippers to start earlier next year and finish earlier in 24 as numbers have dropped in the last few weeks due to other sports.



### **Item 13. Education Report- Doug Fyfe**

1) Soldiers Beach to host Silver Medallion Course 22/23 April 2023

2) No Branch meeting this month

- There is a Patrol Captains Course coming up
- Need to ask Branch about the date and a budget.
- Shana to action

**MOTION:** That we offer to host the Patrol Captain's Course.

Moved by: Shana Doughney

Second by: Simon Falconer

CARRIED.

### **Item 14. Sponsorship and Marketing – Matt Keys**

Solar panel installation has now been completed 25<sup>th</sup> January 2023. **Milestone 2 submitted 17/2/23**

**Resubmitted 10/3/23 as file size too large**

**Have been advised payment will be made by end March (\$13,296.00 + GST)**

2) Original grant application for club maintenance was unsuccessful.

After meeting with Halekulani for debrief on reasons we were unsuccessful, a second grant application for \$20,000.00 has been submitted to Halekulani Bowling Club to purchase 16 x new fibreglass nipper boards.

Quotes from Bennetts and Infront very similar in price

**Submitted 21/2/23 - Pending**

3) I have submitted an invoice to Surf Life Saving Australia for \$10,000.00 for BCEF grant.

**Action: Club needs to confirm items we will be purchasing between April to September. Eligible items only as per approved Gear and Equipment list**

**Invoice submitted 17/2/23**

4) Potential new sponsor Link Legal & Conveyancing

**Looking at sponsorship after June 30<sup>th</sup> as no funds available this financial year**

5) I have submitted a variation to the successful Community Building Partnership grant for SSV in lieu of ISUZU 4 x 4 and submitted the funding deed along with bank details.

**Due to the backlog of funding deeds lodged in January payment is expected to be delayed until end April.**

**5.1 We have been successful in grant for SSV from SLSA**

6) Have lodged grant application to Ausgrid for \$5,000.00 with the assistance from Mark Lamphee - **Pending**

7) We have now placed an order with Archilles for another new IRB. Rotary have paid SBSLSC **\$6,000.00 deposit**





- 8) Our major sponsor Rotary is hosting annual charity race day at Wyong Race Club Saturday 25<sup>th</sup> March. Please support this event as funds raised will be directed to SBSLSC
- 9) Have lodged an EOI for Dobell Stronger Communities Program Round 8 funding.

Application for \$16,993 being for internal painting of foyer and upstairs area. Club will be required to make co-contribution of \$1,699.30

Total quote \$18,692.30

#### **Item 15. Rookie Report:-**

No Report

#### **Item 16. Boat Captain- Report Glen Coppen**

- 1) All carnivals have finished for the season.
- 2) Both crews señoritas and 9 volters finished 3<sup>rd</sup> in the boat series.

Issues:

- 1) Helmets seem to be going missing or damaged all started after the nippers had the jet ski will cause a problem when we turn up to a carnival where helmets are required and we have non compliant safety gear

#### **Recommendation**

Helmets to be stored in lockable cupboard and missing one's replaced

Motions that may be required: Approval to spend money on replacement helmets

Moved By Glen Coppen

Second By Lachlan Coppen

A discussion on cost and numbers required.

Tony to action a email to Glen requesting the costs and supplier details before the Club approve the above motion. Once the Club has those details, the Club will be more informed to vote.

It was agreed that they do need replacing.

Vote was postponed until next meeting.

#### **Item 17. IRB Report – Shawn Ford**

**MOTION:** To purchase an Achilles IRB.

Moved by: Shaun Ford

Second by: Tony Axford

CARRIED.

#### **Item 18. Junior Club Captain – Victoria Coppen**

- Agreed to make a \$200 donation to Cape Hawk.
- Victoria to work out who will hire transport and where and who the drivers will be.

#### **Item 19. Caretaker Report – Kellie Maxwell**

**No Report**

**Motion**



**To receive and adopt all reports.**

**Moved by Matt Keyes**

**Second by Annie Vandertouw**

**Carried**

**General Business**

1. From Kellie Maxwell:
  - Parking behind roller doors: Kel has tried to get bollards – need to do a service request to Council
  - Need specified motorbike parking
  - Need “Lifeguard” parking
  - Side access gate: has been fixed. Waiting on padlocks. Kel will lock off once she has key.
  - Please note: no one is allowed to park in front of the gate on the sandhill. People seem to be unaware of this.
  - At a function on the 18<sup>th</sup>, kids were playing in the lift and some of the buttons are now broken.
2. Kitchen – grease problem
  - We need to put down some non-slip mats in the corridor to cover the grease problem coming from the kitchen when staff go back and forth across the corridor to storage area.
  - Suggest also mats be put down in the kitchen to reduce the problem.
3. Matt Keyes – BSEF Grant list being sent to committee to select items we would like.
4. Equipment fault: on the ATV – Shana to action.
5. Tony Axford – suggested we set up a Whats App group for Patrolling members as not everyone is using Facebook.
  - Shana to action and monitor.
6. Shana – raised the need to get all the old photos in boxes digitised and put on website.
  - Need to send out a note to the membership through SurfGuard to ask people to help with this task and also help identify people in the photos.

**MEETING CLOSED: 12.40pm**

Simon Falconer

President

Darcy Waller

Director of Admin