



August 2024 - Minutes
Soldiers Beach Surf Club
Committee Meeting

Attendees: Simon Falconer, Annie Vandertouw, Matt White, Emma Griffiths, Jennifer Falconer, Tony Axford, Rachel Sloane, Lee Rogers, Darcy Waller, Kell Maxwell, Kate Keys, Jackson Vandertouw, Matt Keys, Mick Crowe.

Apologies: Brad Halicek, Coral Raymond, Matt Griffiths, Simon Blakely.

Date: 18 August 2024

Meeting opened at: 10am

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. Motion to Adopt Previous Minutes

Moved By: Tony Axford
Second by: Annie Vandertouw
CARRIED.

Item 3. Business arising from previous minutes

NIL



Item 4. President – Simon Falconer

1. Council:
 - i. most renovations have been completed: floors, ceiling, painting and some minor repairs.
 - ii. Lift is scheduled to be replaced at the end of May 2025.
 - iii. Some further major repairs will be needed around the club in the near future due to issues discovered during recent works. Date and works to be confirmed.
 - iv: Ramp and stairs are set to be finished by mid-September, in time for season launch.
2. Congratulations to all members who were nominated for positions for season 2024/25
3. Attended State conference with Annie, Sam and Emma.
*Soldiers has been named as a priority club, a meeting with state in the near future to discuss how they can help. (we are 1 of 5 clubs on the coast in this category)
4. Soldiers has been nominated as black spot, we have been asked to install AI surf cams at no cost to us to help monitor our beach. See attached information.
5. Attended meetings in regard to future sponsorships. Looks promising. Matt Keys has more information.
6. The club has received our LSA (lifesaving agreement) it is a big improvement on previous years: we need to work on recruitment and retention.
7. We were successful in applying for Branch Lifesaving Carnival in February 2025. Some slight adjustments with events see attached.
8. Working Bee organized to freshen up internal club on the 18th August.

Item 5. Director of Finance – Tony Axford

- a. Attached Bank Register Payments
- b. Profit and Loss
- c. Balance Sheet

Current Financial Position

Gross Profit to date 10/08/24	\$124,784
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LESS EXPENSES	\$66,000
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Operating profit	\$58,784
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Less Grants	\$49,422
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Working Capital	\$9,362
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Age Receivables	\$ 15,357
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LESS Age Payables	\$ 11,018
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Term Deposit	\$ 65,016.60
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Total unbudgeted Working cash \$3,701

As of the 18/03/24 Cash in Bank

Main account	\$12,688.64 budgeted expense
100 Account	\$14,131.41 budgeted expenses
Investment Account	\$65,016.60 Note: 12 months term at 5% = \$3,250.83 interest.
Grant Account	<u>\$49,422.94 budgeted expenses</u>
Total Cash	<u>\$ 141,259.59</u>



Motion 1:

Move that the Attached Payments be approved as legitimate expense to the Club.

Moved By: Tony Axford

Second By: Annie Vandertouw

CARRIED.

Other issues

1. No Debt current, as all bills are paid when they fall due.
2. Budget is on track no overspends.

Item 2. Dunes meeting.

Salient points from our meeting.

1. Water Usage bill. It was agreed that Dunes is responsible for the water usage which averages to \$240.00 per month. The Club is responsible for the balance of the water and sewerage invoice.
2. The Liquor License will be a contra deal. Where Dunes will donate vouchers equal to the amount of the of the Liquor Lic fee.
3. The Current Service Agreement has Monthly increase starting the 1st of September 2024. Being the third year of the Agreement.
4. The Club is responsible for cleaning all common areas of the Club and the Sunset room. Dunes is responsible for all other areas: Lighthouse room, Bar and Kitchen. Dunes requires a copy of the Caretakers job description, to ensure no duplication occurs.
5. Dunes is looking at relocating the walk-in fridge from the old Gym to the top storeroom. Dunes request the Club to look at if there are any grants to help in this. Dunes will relinquish this area as a contra for helping with this project.
6. Dunes will be exercising its option for a further 3 years in April 2025 but wishes to negotiate some wording in the schedule.
7. The Club is responsible for Council Trade waste invoice as Dune's pays for private waste via JJ Richards.
8. Dunes will not be able to close down for any further major works on the building. Council and the Club needs to come up with a plan and include Dunes in those discussions.

ACTION:

Brent & Kate must be part of any discussions held with Council re building works in the future.

Item 3. Donation Seagull Surf Boat.

- ☐ The Club will be in receipt of a substantial donation to cover the cost of 3-year-old Surf Boat to replace the Freemason boat. It has been a joint effort to source this boat from my old Club South Maroubra, subject to inspection from Mick Crowe, who has approved the purchase.
- ☐ The donation of \$5,000 from Lynnie Edwards has been used as a deposit and further donations below have been raised.

1	Ian Unsworth	\$100.00	
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2	Helen & Alan Barrie	\$100.00	
3	Paul Wilkinson	\$150.00	
4	Charlotte Gilbert	\$200.00	
5	W.Ray	\$25.00	
6	Michael Johnson	\$250.00	
7	Percic	\$100.00	
8	Jenny Downing	\$25.00	
9	Kenneth Mills	\$1,000.00	
10	Lisa Paslawsky	\$100.00	
11	George Bacskay	\$100.00	
12	Carl Emerton	\$75.00	
13	L Grossmann	\$500.00	
14	Peter Johnson	\$25.00	
15	Shaun Edwards	\$40.00	
16	Winton Gale	\$150.00	
17	Richard Cagen	\$100.00	
18	Hayley Cavill	\$100.00	
19	Rowenna Lagden	\$200.00	
20	Darcy & Sandra Waller	\$250.00	
21	Boris Fretze	\$50.00	
22	Tony & Lucy Axford	\$200.00	
23	M Llyod- Jones	\$200.00	
24	GroundSearch Pty Ltd	\$5,000.00	
25	MtterDofer Pty Ltd	\$100.00	
26	Robert Federick	\$50.00	
27	Gregory Simmons	\$35.00	
28	PD Gresham	\$30.00	
29	Andrew Night	\$50.00	
30	Jaclyn Hennessy	\$200.00	
31	Cash Donation	\$50.00	
31	Jennifer Hennessy	\$50.00	
32	Jontril Pty Ltd	\$100.00	
33	Leanne Clalaghan	\$100.00	
34	Cliff and Barbara Gentle	\$100.00	
35	Jim Hazel	\$100.00	
36	Ken and Cathy Baker	\$250.00	
37	Chris Baker	\$1,000.00	
	Total	\$11,255.00	
	Target	\$6,600.00	
	Surplus for Sign writing and Oars		\$4,655.00

☐ The Balance \$6,000 will have been paid out of the 100 account on Monday 12/8/24.

Item 4.



Bendigo Bank

- ❑ The Club has received the Membership Support Sponsorship funds for the first of a 3 year agreement. A huge thank you to Matt Keys and Mark Cooper from Bendigo Bank.
- ❑ The Club has set up a Special Events Account with Bendigo Bank Wyong. This account is used for spending against an approved budget.
- ❑ e.g. IRB Gold Coast Trip which has raised over \$10,000 in cash and \$3,000 of in-kind donations. These funds will be transferred into the Special Events Account and funds will be paid out against the budgeted items, utilising a Debit Card. Which will be held by the Director of Finance or their nominee.
- ❑ This account will only have \$1.00 in the account when it is not in usage.
- ❑ In October the Club will be moving its 100 account and Grants account over to Bendigo.
- ❑ In November the Club will move the Working Account over to Bendigo.
- ❑ The Investment will stay at the Greater until it matures.

Please Note: I'm away overseas for the Month of September. I can gain access to the accounts and email. If urgent I'm on WhatsApp.

Motion

To adopt the above report.

Moved By Tony Axford

Second by Matt Keys

CARRIED.

Item 6. Director of Administration – Annie Vandertouw

1. Incoming/outgoing Correspondence as per Register (copy supplied upon request).
2. Monitor inbox and distribute emails.
3. Website updates – ongoing.
4. Membership flyers & FB updates/posts
5. Minutes on website – ongoing.
6. Calendar entries – ongoing.

(Please remember to advise me via email of any meetings you attend or events we are participating in so I can add to our main calendar – this is a compliance requirement.)



7. Surfguard Transfers as follows:

Transfer In										
ID	Member ID	Name	Winning Club	Losing Club	Transfer Type	Create Date	Most Recent Action Date	Age	Status	Action
159202	6043735	Hunter Da Silva	Soldiers Beach	The Lakes	Full Transfer	30/07/2024	01/08/2024	17 days	Approved	Complete Refuse
153722	3632243	Rebekkah Grounsell	Soldiers Beach	North Entrance	Full Transfer	17/10/2023	18/10/2023	304 days	Approved	Complete Refuse
Total: 2										
Transfer Out										
ID	Member ID	Name	Winning Club	Losing Club	Transfer Type	Create Date	Most Recent Action Date	Age	Status	Action
159604	3663705	Bianca Smith	Secret Harbour	Soldiers Beach	Full Transfer	08/08/2024	08/08/2024	8 days	New	Endorse Not Endorse
Total: 1										

8. Surfguard Pending Memberships as follows:

Request ID	Request Date	Member ID	Member Name	Sub-Membership Category	Season	Request Type
1558551	24/07/2024 07:36:02	5992224	Da Silva, Bridget	Associate	2024/2025	Renew Club Membership, Update Personal Details
1560683	27/07/2024 12:56:51	5713518	Maughan, Lucy	Junior Activity Member (5-13 years)	2024/2025	Renew Club Membership, Update Personal Details
1560682	27/07/2024 12:56:51	5858589	Maughan, Sadie	Junior Activity Member (5-13 years)	2024/2025	Renew Club Membership, Update Personal Details
1560684	27/07/2024 12:56:51	5858596	Maughan, Sarah	Associate	2024/2025	Renew Club Membership, Update Personal Details
1562409	30/07/2024 04:25:42	6043735	Da Silva, Hunter	Junior Activity Member (5-13 years)	2022/2023	Update Personal Details
1563156	30/07/2024 22:47:21	6133243	Fischer, Shaye	Probationary	2024/2025	New Club Membership
1563157	30/07/2024 22:47:24	6133244	Fischer, Salula	Probationary	2024/2025	New Club Membership
1563158	30/07/2024 22:47:25	6133243	Fischer, Shaye			New Family Group
1564721	01/08/2024 10:18:49	6118492	St Mart, Azaliah	Junior Activity Member (5-13 years)	2024/2025	Renew Club Membership, Update Personal Details
1564723	01/08/2024 10:18:49	6118490	St Mart, Boaz	Junior Activity Member (5-13 years)	2024/2025	Renew Club Membership, Update Personal Details
1564724	01/08/2024 10:18:49	6118489	St Mart, Eliora	Junior Activity Member (5-13 years)	2024/2025	Renew Club Membership, Update Personal Details
1564722	01/08/2024 10:18:49	6118491	St Mart, Isaac	Junior Activity Member (5-13 years)	2024/2025	Renew Club Membership, Update Personal Details
1567195	02/08/2024 20:43:24	6083833	Haley, Isabel	Junior Activity Member (5-13 years)	2024/2025	Renew Club Membership, Update Personal Details
1567196	02/08/2024 20:43:24	5848046	Haley, Kye	Junior Activity Member (5-13 years)	2024/2025	Renew Club Membership, Update Personal Details
1567197	02/08/2024 20:43:24	5848047	McGrory, Emma	Associate	2024/2025	Renew Club Membership, Update Personal Details
1572044	07/08/2024 09:01:59	5872589	Nicholls, Cooper	Junior Activity Member (5-13 years)	2024/2025	Renew Club Membership, Update Personal Details
1572045	07/08/2024 09:01:59	5872590	Nicholls, Summer	Junior Activity Member (5-13 years)	2024/2025	Renew Club Membership, Update Personal Details
1572046	07/08/2024 09:01:59	5872588	Royle, Michelle	Associate	2024/2025	Renew Club Membership, Update Personal Details
1572329	07/08/2024 12:31:11	5642316	Lourens, Keanu	Cadet Member (13-15 years)	2024/2025	Renew Club Membership, Update Personal Details
1572330	07/08/2024 12:31:12	5564656	Lourens, Indianna	Active (15-18 yrs)	2024/2025	Renew Club Membership, Update Personal Details



Request ID #	Request Date #	Member ID #	Member Name #	Sub-Membership Category #	Season #	Request Type #
1572331	07/08/2024 12:31:12	5403553	Lourens, Jaydee	Active (15-18 yrs)	2024/2025	Renew Club Membership, Update Personal Details
1572332	07/08/2024 12:31:12	5401590	Lourens, Suzanne (Suz)	Active (18yrs and over)	2024/2025	Renew Club Membership, Update Personal Details
1573741	08/08/2024 14:10:44	6079615	Lisle, Zander	Junior Activity Member (5-13 years)	2024/2025	Renew Club Membership, Update Personal Details
1573752	08/08/2024 14:20:43	6134933	Lisle, Matthew	Probationary	2024/2025	New Club Membership
1573753	08/08/2024 14:20:46	6134934	Lisle, Ivy	Probationary	2024/2025	New Club Membership
1573754	08/08/2024 14:20:46	6134933	Lisle, Matthew			New Family Group
1574901	09/08/2024 15:44:24	6135184	Jessop, Ashalina	Probationary	2024/2025	New Club Membership
1577154	12/08/2024 07:07:55	3663127	Bunn, Neville	Active (18yrs and over)	2024/2025	Renew Club Membership, Update Personal Details
1578241	12/08/2024 18:07:16	6043133	Kirkman, Emma	Associate	2024/2025	Renew Club Membership, Update Personal Details
1578240	12/08/2024 18:07:16	6043134	Rummens, Gretta	Junior Activity Member (5-13 years)	2024/2025	Renew Club Membership, Update Personal Details
1580018	13/08/2024 18:34:29	5830118	Carroll, James	Active (18yrs and over)	2024/2025	Renew Club Membership, Update Personal Details
1580030	13/08/2024 18:46:45	5830118	Carroll, James	Active (18yrs and over)	2023/2024	New Family Group
1580031	13/08/2024 18:48:30	5941700	Preston-Carroll, Hugh	Junior Activity Member (5-13 years)	2024/2025	Renew Club Membership, Update Personal Details

5: 33

MOTION:

To approve transfers and pending as per above lists.

Moved by: Annie Vandertouw

Second by: Emma Griffiths

CARRIED.

Item 7. Vice President/Sponsorship – Matt Keys

Grant from Freemasons for First Aid room. \$5,000. Will require signage on the door for this for 5 years.

Club Grants for 5 new radios has been received (The Ari). Also written to them for \$9K training equipment grant. Waiting to hear back.

\$25K funding towards IRB trip - now fully funded.

Kate Keys has done a huge amount of work behind the scenes getting everything organised etc. Well done to Kate and thank you.

Item 8. Director of Lifesaving – Brad Halicek

1. Brad Halicek - away during first meeting. I send an apology for attendance. If I can do the meeting online, I will be available from Tasmania (Teams/ video chat etc)
2. Neville Bunn - Roving patrol. Is doing a bit of travelling this year and will jump on patrol 2 if he has availability.
3. Updated from Emma, first aid room will be good to go for season start
4. Roster template has been completed. Will book a meeting with all patrol captains and run through surf lifesaving agreement. What are flexible hours, what is expected of SRC's and logging of hours/ events etc.
5. Each patrol will be allocated 17 patrols

- Patrol captains can review and request changes before the season starts. Otherwise patrol swap will be required once patrol starts.

Recommendations:

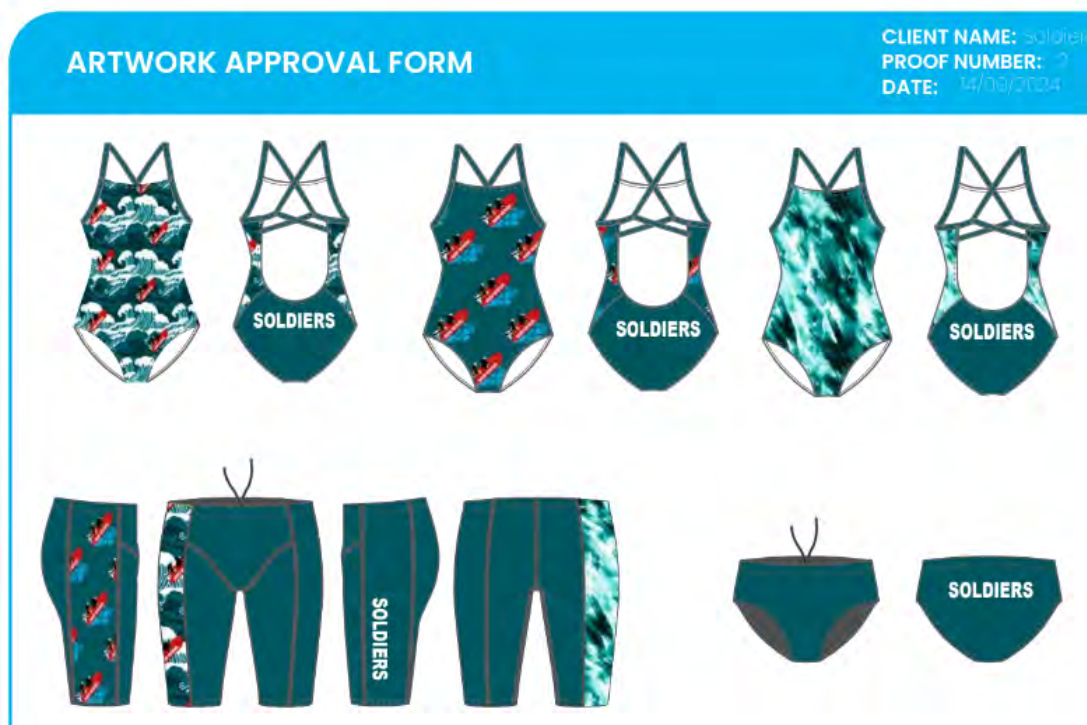
Request education to run requals so we have consistency with all patrols and run them in the first few weeks of patrols. Patrol Captains to assist if required.

Item 9. Director of Education – Emma Griffiths

Proficiency day
 Rookie Co-ordinator want to get youth day going including proficiencies
 ART course
 Bronze/SRC (early season)

Item 10. Director of Surf Sports – Rachel Sloane

- Fashion Fish Swimwear – I have just received the latest designs from Sally. Please see below. If we can approve a design and let her know by next week she will have enough time to have samples available for the start of the season. I have asked Sally if she would be available to attend our registration day, I will need to confirm a date with her on Monday and she will let me know if she is available. To finalise a design with the IRB Sally will require the image to be a “Vector File” if we do not have one she can organize one, she estimates they are around \$150 to create. I will need the go ahead on this if that’s what is needed and will let her know on Monday. I would also like to suggest we approve whichever design fabric we choose be available in all styles they make including legsuits, period swimwear and 1 and 2 pieces for females and both briefs and jammers for males.





2. Foster weekend of surf is coming up, more details will be sent in the coming weeks. Entries open 28/08/24 and the carnival will be held 5th and 6th October 2024.
3. Kracka Challenge is on again at Swansea Belmont 17/11/2024, I have posted the info on our communications page. Individuals are to enter via the link it is not done through SEMS
4. Soldiers has nominated once again to hold Branch Champion lifesaver and First Aid comp which will be a great opportunity to showcase our great club like last year. Sat 1st Feb - First Aid. Sunday 2nd - Champion Lifesaver

Item 11. Board & Ski report – Simon Blakely

3 new Gardner race mals were added to our collection. These are for anyone to use.

Item 12. Director of Youth Development – Matt White

1. Nipper registration day and come and try day is on the 22nd september
2. Nippers commence on the 20 October 24 to the 15th December. Return on the 19th January 25 to 2 march 25
3. Club Champs is on the 10 November, 1st December, 9 February
4. JAC conference was held on the 11 August
5. 28th September raising of the flags at Avoca
6. 8 November Rookie Disco
7. 15th -17th November Rookie Camp at point Wolstoncroft sport and rec camp
8. 17th Jan 25 Rookie challenge at Umina.
9. Start Youth Committee led by Sam who then takes ideas to Matt W.
10. Crowdy Head asking for volunteers. We are looking at going up for a weekend to help.

Item 13. Boat Captain – Mick Crowe

1. We have started training with 4 crews. Under 19 girls, under 19 boys, reserve women and masters men. We have tried to find a 4th rower for the under 19 boys within our members with no luck so will start the process of looking outside the club.
2. Our 2 old boats have been advertised for sale and hope to sell quickly.
3. With the proceeds of the sale I would like to purchase gym equipment, including ergos, if the grant applications are unsuccessful.
4. I would like to look at some options of building racks to store spare oars as we will be down to one boat with, hopefully, 3 sets of oars. I will liaise with the club to come up with some options.
5. Have spoken to Croker regarding appropriate oars for our junior crews. Their suggestion, for best results, is to go with a slightly shorter oar. Once we have an operating budget we will look at options.
6. The team is keen to get their own uniforms so will liaise with the club In regards to suppliers to use and sponsor artwork.

7. Just needing some clarification on carnival entry fees, as to whether the club will be paying all or part of the costs?

Item 14. Caretakers Report – Kel Maxwell

Painting is just about completed, only 2 coats to be applied above Entry way into Surfclub. Dependent on the weather, hopefully within the next week.

Dunes and The Kiosk have been opened for the last week, Dunes, especially the Chef's, Niko and Gail are very pleased with the outcome of the new floors in kitchen and bar area.

The Boat ramp is close being completed, hopefully within the next 3-4 weeks, weather dependent as well, the northern stairs will be finished after the Boat Ramp.

Also just wanted to give Simon a big shout-out for being here, keeping up to date with the Building contractors while I was away in sunny Vietnam. Thanks Simon.

Item 15. Childsafe Co-ordinator – Jennifer Falconer

NIL to report this month.

Item 16. OHS Report – Darcy Waller

NIL to report this month.

MOTION:

To receive and adopt all reports.

Moved by: Tony Axford

Second by: Emma Griffiths

CARRIED.

Item 6. General Business

1. Host Agreement - First Aid & Lifesaving Branch Champs
2. Defect Correction Notice - Heartsine Samaritan AED - 350P, 360P & 500P – Are ours OK??
3. Casting call request - The Dog House Australia' TV show. They would like to put this flyer up on our noticeboard. Do we have the capacity to do this?





4. Beach Cameras - Surfline

Motion

To accept installation of Beach monitoring Camera.

For = 2

Against = 6

Unsure = 3

Motion declined.

5. Tony Axford - reminded everyone you need to be financial to be covered by insurance.
6. Kel - North Steyne Amanda Collins, nipper camp. late september. 0417 459 467.
7. IRB - room now organised with all gear. Whiteboard up for anyone to write information on there if things need to be repaired etc. Yellow motor now re-certified and is now to be used as IRB training motor. IRB trailer has new carpet. Barings/lights all done.

Meeting closed: 11.35am

Simon Falconer
President

Annie Vandertouw
Director of Administration