



**Soldiers Beach Surf Club  
Minutes  
Committee meeting  
Online  
18 08 20**

Attendees: Jim Buckton, Shane Walker, Gail Rixom, Ellen Van Wessel (Minutes), Richard Field, Kellie Maxwell, Phil Walls, Jodie Freeman, Darcy Waller

Apologies: Brent Farnworth, Craig Andrews, John Edwards

Date: 18 August 2020

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Meeting opened at 6.32pm

Move that we accept minutes from July meeting

Moved: Phil Walls, Seconded: Shane Walker

All in favour and carried

**Business arising from previous minutes (per report uploaded onto Google drive)**

Google Drive – suggested process going forward now that we have a new committee in place is to use Google Drive to upload all reports. Potential process going forward:

- Report templates be sent to all Directors along with explanation as to the requirements for standardisation of reporting
- All Directors to post their reports into Google Drive on the Saturday prior to committee meeting – reports to be uploaded into relevant folders pertaining to the month and year
- Phil will send all Directors a link to the drive
- Set up an online training meeting for the Directors to ensure all are aware of what is required and how and where to upload reports

ACTION: All to agree to this process going forward

ACTION: Phil to forward a link to all Directors

Business arising from previous minutes:

1. Jim has advised that he has commenced putting documents into the folder in August meeting folder in google docs
2. HDMI cable in the function room – previous guy no longer works for the company – Jim will follow up this week



ACTION: Jim to follow up

3. TV in the function room – Jim chasing sponsors – TV is broken and we need a new one

ACTION: Jim follow up

4. SENTPOS business – Brent is investigating the options for the old system and this is continuing

ACTION: Brent to follow up

5. Boat captains meeting has occurred and been held live – Shane to provide an update

6. Patrols – discussions around the start date for patrol formats and requirements (this is scheduled to come by 30 August) – details to come from SLNSW – will await details prior to scheduling the roster

7. Carnivals – TBA

8. Events – several events will either be online or cancelled

#### **Treasurers Report (delivered by Jim Buckton on behalf of Craig Andrews)**

1. Financials as at 14/8/20 reports were brought up on screen

2. Jim Buckton ran through the various financial reports sheet providing explanations

3. No questions from the floor

Motion to accept financial statements

Moved: Phil Walls, Seconded: Shane Walker

All in favour, carried

#### **Directors reports**

##### **President report**

All details as per President report – (see attached)

1. Invoice for radios for BSEF grant

- Approval sought - \$3102.00

Moved: Ellen Van Wessel, Seconded Phil Walls

2. Expend SLSNSW retention money by Aug 30

- Approval for purchase of items from SLSA store for members retention for remittal to SLSNSW - \$4594

Approval sought to approve grant spend – needs to be done before 31/8/20

Moved: Phil Walls, Seconded: Ellen Van Wessel

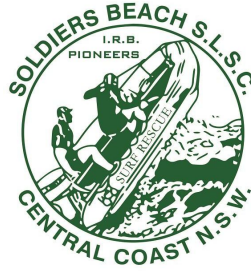
Summary of presidents report:

1. Covid plans now in place, signage/login & cleaning stations installed

2. Covid plans for nippers to be reviewed & finalised for publication

3. All committee members to be sent a report template for monthly meetings . Link to Google Drive for lodging meeting reports necessary for monthly reports & Annual reports

4. Meeting next week to finalise budget for 2020/21



5. No information as yet as to patrols for this season from SLSNSW. Statement by Aug 30
6. Unsuccessful with Surf Club Facility grant for solar. Fed Govt stronger communities grant submission, Bendigo bank community grant TBA & Cat 3 Club grants submission for WRLCG for new IRB submitted 11/08/20
7. SLSNSW return to sport grant received W/ending 14/08/20 for \$1000
8. Kracken Kiosk to open for trade as of Sept 1
9. Sale of equipment now complete & payment made
10. Variation to catering contract now in place & first increased licence fee amount deposited for August.
11. Need to put together a HOW TO sheet & promote online registrations for the season
12. Approval of new members see attached member approval list.

### **General Business**

- Concerns and discussions around how we are going to implement the on-coming season.
- Jim requested that the report template plus links to the Google docs be sent to the committee members.

ACTION: Phil to distribute

- Pending members list tabled at the meeting (attached). Jim requested approval from the committee for pending memberships
- Membership discussion

ACTION: Ellen to progress a “how to – step by step” document to be uploaded to the website

ACTION: Ellen to review payment for the Coppens (review the current credit)

### **Lifesaving**

- Start date for patrols Sept 26
- Tougher guidelines have been handed down from Community Sports
- Waiting on SLSNSW statement re patrols prior to sending out patrol rosters etc. Statement expected Aug 30 as to patrol format.

### **Junior life saving**

- Jodie requested money in the area of \$500-\$800 to pay for trophies and board repairs
- Move a motion for the spend of approx. up to \$800 for trophies and board repairs  
Moved: Jim Buckton, Seconded: Ellen Van Wessel

### **Education (Jim presented on behalf of Lara)**



- New season on-line requal is up and running on the surf life saving website – all can do on-line requals on line this year
  - Run-swim-run
  - Tube and board rescue
  - No face to face at this point in time

Moved that all reports be accepted

Moved Darcy Waller, Seconded: Gail Rixom

### General Business

- Reporting for ACNC and Fair Trading needs to be completed by August 26
- Uniforms – typo in email – needs to be done by June **2021** (not 2020). Lara to do stocktake & order requirement list for order placement.
- Sponsors – Brent asking for current list
- Brent has also asked for access to the SBSLC website to enable updating
- Need to close the gym. Due to updated Covid-19 restrictions, use of the Gym space requires a covid marshal on hand at all times. Due to size & personnel restrictions this is not possible & so the Gym area is to be closed & appropriate signage amended & put in place.
- Action: Kellie Maxwell to amend signage & implement closure.
- Return to sport policy updated. Recommendation to implement Covid meeting for updates & information for Age managers, nipper committee, trainers etc to ensure all are up to date with the latest information. Action: Jim to liase with Kellie to organise.
- Current membership pricing – we have been strongly encouraged not to increase prices
- Motion to move **not** to increase

Moved: Darcy Waller, Seconded; Shane Walker

All in favour, carried

Need to set a date when fees due as per the constitution- All agreed date as 26<sup>th</sup> September 2020

Moved: Phil Walls, Seconded: Gail Rixom

All in favour, carried

Meeting closed 8.00pm



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James Buckton  
President

Ellen Van Wessel  
Director of Administration