



Soldiers Beach Surf Club
Minutes
Management Committee meeting
Online
19 05 20

Attendees: Phil Walls, Jim Buckton, John Edwards, Jenny Downing, Jacqui Godier, Craig Andrews (via phone), Darcy Waller (via phone), Brent Farmworth, Gail Rixom, Lara McIntyre, Jodie Freeman, Coral Raymond, Shawn Ford (late attendee), Ellen Van Wessel (minutes)

Non attendees: Richard Field, Kellie Maxwell, Craig Ray, Shane Walker, Kate Keys

Date: 19 May 2020

Meeting opened at 6.50pm

Confirmation of previous minutes
Moved Craig Andrews, Seconded Phil Walls

Business arising from minutes

Items arising

1. Jim Buckton advised that January minutes are up on web page
Note: For minutes that March meeting did not occur due to COVID-19, therefore April needs to be uploaded once finalised
2. Jim Buckton advised that John Edwards had forwarded advice from Clubs Guide, SLSNSW & the SLSA Constitutions on the circulation of minutes. Jim Buckton advised that clubs take guidance from the Clubs Guide as it sets out guidelines for best practice for clubs. The clubs guide states that minutes should be circulated within 1 week of the meeting however this is not a practical solution for Soldiers Beach. Discussion on practical time frame for the circulation of minutes.

Motion put forward from Darcy Waller that minutes be distributed within 14 days – put up on website, noted they are in DRAFT, then amended or finalised at the following meeting.



Meeting attendees asked for a seconder for the motion
No response received, therefore motion not accepted.

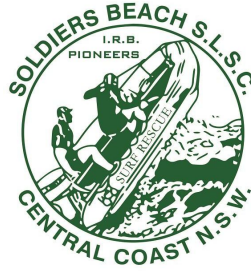
Motion put forward from Phil Walls that minutes be distributed via web page within 21 days of the meeting and at least 7 days prior to the next meeting, noted they are in DRAFT, then amended or finalised at the following meeting.

Seconded: Lara McIntyre

Motion passed by majority of the attendees.

For noting in minutes – Darcy Waller voted against the motion for 21 days

3. Re seeking to minimise costs from CC Council raised by John Edwards at the April meeting. Noted that Jim Buckton is attending an out of session branch meeting on Thurs 21 May where this along with other issues re Covid-19 will be raised & discussed. Report to follow at the June committee meeting.
4. Query from John Edwards on breakeven costs for the club. Budgets & cash flow projections have been prepared out to 2022 in conjunction with our bookkeeper & Fortunity. Jim Buckton has a meeting with Fortunity & SLSCC to discuss assistance & once these discussions have taken place & the budgets reviewed & finalised they can be tabled. Estimate the June meeting.
5. Account for Programmed Maintenance services has been set up and the work has commenced on the painting of the building
6. As per the motion at the April meeting re credit cards & reduction of costs. The 2 credit cards for the director & assistant director of admin have been cancelled & the director of finance has the sole card for the club
7. The questions tabled at the April meeting from John Edwards, Darcy Waller & Tony Axford have been answered all bar 1 regarding accrued wage liability which Jim Buckton will attend to and answer when the facts are researched. See answers accompanying the presidents report
8. Surf Club Facilities grant submitted. See presidents report
9. Stronger communities grant has been credited to the Soldiers Account & the scope of works amended and approved. See presidents report



10. AGM documents & notice needs to be finalised & sent out to comply with constitution timeframes for July 27 date.

Treasurer report - Craig Andrews

All details as per Financial reports

Profit and Loss brought up on screen for all attendees to see. Biggest debt is CCC

Letter has been sent to HD – we are awaiting a response prior to writing off the debt.

Craig Andrews advised that both himself and Jim Buckton will be meeting with Branch this week to discuss strategies with regards to seeking financial assistance.

Attendees queried if any other questions

Motion: to accept financial statements – moved Phil Walls, Seconded Jacquii Godier
All in favour

Directors reports

President report

All details as per President report

ACTION: All reminded that we need portfolio reports submitted to enable us to pull the annual report together.

Education Report

Nil report

All reports

Motion to accept all reports

Accept: Shawn Ford, Seconded: Craig Andrews

All in favour

General Business

Thunder Cat invoice – query on status raised by Sean Ford

Action: Jim to follow up on the invoice.



Meeting closed: 7.45

A handwritten signature in black ink that reads 'J.R. Buckton'.

A handwritten signature in blue ink that reads 'Ellen Van Wessel'.

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James Buckton
President

Ellen Van Wessel
Director of Administration