



**Soldiers Beach Surf Club  
Minutes  
Online Club Meeting  
20/4/21**

Attendees: Jim Buckton, Phil Walls, Jacqui Godier, Kellie Maxwell, Lara McIntyre, Craig Andrews, Gail Rixom, Ellen Van Wessel (Minutes), Coral Raymond (late attendance)

Apologies: Brent Farnworth,

Date: 20 April 2021

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Online Meeting opened at 6.35pm

Confirmation to accept the March minutes  
Moved Phil Walls/Seconded Craig Andrews

**Business Arising from previous minutes**

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Floors – will be done during May (10-19 May) shutdown. Approx cost will be \$9K  
Brent to withhold sponsorship donation for Mar, Apr, May to pay for the floors to be sanded & revealed.  
(include as record of payment)

**Financial statements**

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Craig Andrews talked to financials

- Rent payment from the Kraken Kiosk has been received, Jim has followed up with regards to their portion of the services levy
- Sponsorship money from Central Coast Council (2020/2021 season) negotiated through SLS Central Coast (for all 15 surf clubs) regarding approx. \$7K still waiting – email has been received from CCC advising has been processed and should arrive soon)
- Financial documents tabled
- Motion needs to be moved to pay outstanding accounts at each meeting. Per Jim Buckton The details of the financial statements must be presented for the committee's consideration, balance sheet, profit & loss, aged payables, aged receivables & cash at bank to the monthly meetings. A motion must be moved to accept the financial reports and authorise payment of accounts.



**ACTION:** Craig will bring the summary to all future meetings.

Moved To accept the financial reports & that outstanding accounts be paid

Moved: Jacqui Godier, Seconded: Coral Raymond

All in favour, Carried

## **Director Reports**

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### **President: Jim Buckton**

- As per written report
- Approval required for:
  - Senior presentation – see Admin Director Update
  
- Jim raised issue of potential nominations for awards at senior presentation – refer to Presidents report
- Suggestions for awards (Note for the minutes: names have been removed to avoid any potential viewing via the SBSLC website prior to presentation night).
  - Club Person OTY
  - Patrol Person OTY
  - Associate OTY
  - Master Competitor OTY
  - Junior Club Person OTY
  - Young Lifesaver OTY
  - Patrol Captain OTY
  - Rookie OTY
  - U23 Boat rower OTY
  - Official OTY
  - John Axford Meritorious Service Award
  - Greg Martin Award
  - Greg Irvine award

**ACTION:** Jim/Ellen to follow up with Jodie Freeman and Shane Walker

### **Constitution**

Final draft of constitution has been amended to the new Dept of Fair Training template, Jim has compared with Umina & Shelly beach constitutions to ensure it is in same format and that all areas have been addressed.

A few items have been changed

- Format of meetings
- Format of executive and committee requirements for executive and committee meetings



- o Executive and management committee meeting will not be open to general members
- o Meetings to which the general membership can attend has been proposed to run quarterly (one of which will be the AGM)
- o A document has been produced outlining the changes – what has been done and why
- o Decision to remove the wording “board” – keep Executive and Management committee wording
- o Needs to be put out to membership before the AGM to enable members to question at the AGM regarding the changes
- o Needs to be a special notice of motion (in the AGM notice) that there will be a special notice of motion
- o In agenda – notice of motion needs to be added to the AGM agenda (Under Notices of motion – eg Life member nominations/amendment to the constitution)
- o Any change to the Constitution can only be done at an AGM
- o Agreement to changes will come from a majority vote

**ACTION:** Phil to put document onto the website for all to read – needs to include what we need to change and why we are changing it

Jim has advised he will not be standing for President again.

End of season reports for the AGM

- Need to be done by mid May – if not received then won't be added to the Annual report

**ACTION:** All to commence writing their reports

Stock take

- Gail Rixom is undertaking the **stocktake**)

Letter from Beachcomber hotel – regarding querying if we would like to run two-up on Anzac day – and to collect donations for the club. Jim has raised the issue of Conflict of Interest and the fit with the public image of Surf Life Saving

All agreed we decline the offer.

Awards of Excellence for Branch – updated since meeting held (see below)

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- o Trainer of the year updated – Dennis Williams
- o Administrator – Ellen Van Wessel
- o Volunteer Of the year– Rachel Howieson
- o Team – Nipper team (Jodie Freeman, Rachel Howieson, Mick Spring and Niki Whited)
- o Life Saver of the Year – Neville Bunn
- o Rookie of the year – Jackson Vandertouw



- o Young lifesaver of the year – Jackson Blackshaw

#### End of season requirements

- ACNC
- Liquor licencing – Jim will speak to Brent
- Patrol – roster done for next season (loaded onto Google Dr under lifesaving)
- Budget – Jim has spoken with Emma and is working to put into place for 21/22 (loaded to google drive under financials when complete)
- Gear Inspection – in progress (to be finalised by mid May & loaded onto Google Drive)
- Grants – all will be done by end of April – any new applications between now and AGM will be loaded onto the Google drive under grants
- Constitutional review – has been actioned (review & associated docs are on Google on drive)
- Strategic plan – has been updated and reviewed and has been updated into Google drive
- Patrol logs – all have been updated and logged
- Competition transfers for IRB – applications have been authorised and processed
- Two new sponsors have come on board – supply of three new beach tents – will be for 21/22 season
  - o LJ Hooker Toukley
  - o LJ Hooker Budgewoi
  - o **Brian Glasgow for Bulls Pick up & Removals**
- Annual services form has been signed by Jim to commence with the audit process

#### Admin Director

- Notes for Senior Presentation night
  - o Sit down dinner – 2 courses plus welcome drink
  - o Date confirmed as Saturday 5 June
  - o 6.30pm for a 7.00pm start
  - o Need to confirm if hiring a juke box or using Spotify
  - o Need to confirm if balloons, glitter and chocolates on tables
  - o Need to acknowledge newly nominated life members Mick Crowe, Shawn Ford and Gail Rixom
  - o Recognition including photos of members who have passed away
  - o Invites to be sent to the following dignitaries:
    - Emma McBride
    - David Harris
    - Sponsors – need an updated list
    - Toukley RSL – invite to be sent to the board
    - Fortunity - invite to be sent to the company
    - Branch President – invite to be sent to Branch
    - Life members – list to be obtained from Surfguard



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**ACTION:** Coral to send invitations

**Education – Lara McIntyre**

- Still chasing banners from Good Gear (Lara to follow up)
- Looking for approval to purchase a lockable information board – to put between the roller shutter doors(price required for approval)
- Seeking approval to new white boards(see previous double entry)
- Lockable notice board to advise of impending carnivals / education (see previuos)
- Seeking approval for an open day flyer and proposed format day(approved by Craig & Phil Surf Ed team to construct for approval)
- IRB driver/Assessor( sean ford to continue to train for assessor award. Use other club assesors in the meantime)

**Juniors: Jodie Freeman – not in attendance(no report)**

**Club Captain: Shane Walker – not in attendance(no report)**

**IRB: Shawn Ford – not in attendance(no report)**

**Caretaker Report: Kellie Maxwell**

- The floor treatment for tiled areas upstairs in the public areas are now complete
- Still waiting for the painters – need to come back
- Lift – no issues this week
- Internet – capacity issue

Moved that reports be accepted

Moved: Craig Andrews, Seconded: Phil Walls

All in favour, carried

**General Business**

No general business

Meeting closed at 8.40pm



Jim Buckton  
President

Ellen Van Wessel  
Director of Admin