

SOLDIERS BEACH SURF LIFE SAVING CLUB INC
EXECUTIVE MEETING
23 April 2017
10.15 am

Attendance: Richard Field, Jim Buckton, Coral Raymond, Jacqui Godier, Dave Waddell, Alex Coppen, Ellen Van Wessel (minutes)

Apologies: Lara McIntyre, Shane Walker, Jodie Freeman, Phil Wall, Craig Wilson

Apologies moved Jim Buckton, seconded Jacqui Godier

As a quorum wasn't met for a Management Committee meeting it was decided to make this an Executive Meeting instead

1. Disclosure of Pecuniary Interest:

- The chairman requests that the members disclose any items of personal interest in matters that are going to be considered at this meeting

2. Confirmation of minutes from the Executive Committee meeting.

Moved Jim Buckton seconded Jacqui Godier, all in favour carried

Issues arising from previous minutes:

4WD

Update 23/4 in Newcastle with the signwriters – discussions on correct logo Signwriters want a PDF of our logo – they need an updated version

Reeds

Another letter has been forwarded to them – Jacqui Godier advised that all correspondence should be copied to the Director of Administration for records purposes.

Update 23/4 – Admin to chase Shane Walker for copies of correspondence

Flag Pole Project

Flag pole is ready – acquittal form can be sent to DVA

ACTION: Jacqui to send form plus photos

3. **Presidents Report** - Richard Field

Update 23/4 – Constitution - No suggestions as yet - Suggest that we review during off season

Update 23/4 – add Member Protection officer to our list of positions at next AGM – course running in August at Branch, we need to send two nominations to attend

Update 23/4 – Memorabilia committee has started, Shane awaiting costing from cabinet makers re cabinet, potential working bee on 6/5 (can't do) – Jim will advise Shane to search for new date

4. **Finance Report** – No report from Treasurer

ACTION : Jim to call Renea to discuss items that need to be completed by end of the financial year

5. **Portfolio Reports**

a) **Lifesaving** – Shane Walker – no report

- Last patrol – Anzac Day – patrols have gone well

b) **Education** – Jim Buckton – report tabled

- Approached to run the SMAR course at Soldiers – 6&7 May – confirmed – using Sunset room

c) **Administration** – Jacqui Godier –

- Correspondence register

d) **Surf Sports** – Alex Coppen – report tabled

- Details per report
- Point score and marathon complete

ACTION: Jim will follow up on Pool usage after June with Council (taking over management from YMCA)

e) **Youth Development** – Jodie Freeman – no report tabled

f) **Caretaker** – Jacqui Godier

g) **WH&S** – Richard Fields – no report

- Light in stairwell needs to be fixed

h) **Sponsorship & Marketing** – Phil Wall – report tabled

- As per report
- Agreed to direct debit out of our account for NBN satellite

MOTION: Jim moved motion to pay identified invoices for WiFi and NBN – Jacqui seconded

ACTION: Administration to set up monthly direct sweep

i) **Bar** – Craig Wilson - no report

j) **House Committee** - Jim Buckton, Richard Field & Renea Donaldson

General Business

1. Awards of Excellence

Update 23/4 – Jim has sent through a list of suggestions – attending committee members viewed and voted on suggestions of nominees to be put forward

ACTION: Jim to compile and submit the templates with updated nominees – needs to be in by Friday 28th April

2. **Planning Day** - date to be set at meeting of 23 April.

Update 23/4 – to be set after the AGM scheduled for 23rd July at 10.30 will then include new committee – suggest Planning Day to be set down for Sunday 6 August 2017 at 10.00am

- Mothers Day lunch – all but sold out
- Need to promote and decide on future events (need to be targeted) eg
 - Christmas in July
 - State of Origin
 - Football
- Discussions around promoting hall hire – should we have a winter and a summer rate due to no bookings in winter.
- Need to discuss Donna's lease – due to expire on 31st May 2017 – EOI has been received to discuss – need to call an extraordinary meeting to deliberate and finalise the Expression of Interest – Extraordinary Management committee meeting to be called Tuesday 2nd May at 7.30pm

ACTION: Jacqui to send out an email advising of meeting and EOI

- We are awaiting a copy of the “new” council lease – due to be received on a date to confirmed – discussions around current lease and breaking
- EOI to come from Donna to open for breakfast – all to review and agree

6. Election of Positions Vacant: (see below)

Positions Vacant

- Vice Director of Youth Development
- Assistant Boat Captain
- Assistant Board & Ski Captain
- Gear Steward
- Social Secretary

Note: Can we have written reports emailed to Jacqui for Portfolio areas.
admin@soldiersbeachsurfclub.com.au

Next meeting set down for Sunday 21 May to commence at 10.00am

Meeting closed @ 11:45 am

Richard Field
President – Soldiers Beach SLSC

Jacqui Godier
Director of Administration