



**Soldiers Beach Surf Club
Minutes
Committee Meeting
22/2/22**

(rescheduled from 15/2/22 due to not enough Executive attendance for a quorum)

Attendees: Phil Walls, Brent Farnworth, Jacqui Godier, Coral Raymond, Matt Keys, Jodie Freeman, Ellen Van Wessel (Minutes), Victoria Coppen, Kellie Maxwell, Lara McIntyre, Karen Harvey, Dennis Rickets, Jenny Downing

Apologies: Gail Rixom, Craig Andrews

Date: 22 February 2022

Meeting unable to run on 15 February 2022 due to not enough executive members to run a quorum.
Meeting re-scheduled to Tuesday 22 February 2022 to 7.00pm.

Meeting opened at 7.15pm

Confirmation to accept the December minutes – uploaded onto the SBSLC website

Confirmation to accept the January minutes – uploaded onto SBSLC website

Moved: Karen Harvey Seconded: Phil Walls

Business Arising from previous minutes

- Receipt book – still in progress
 - Telstra Costs – still in progress
- ACTION: Craig to review and advise
- Pass codes – Kellie has contacted Craig Ray and is in progress
 - Lights – Shane Walker has the information, Shawn Ford has advised he can assist if required
- UPDATE: – BOM received from Jim, will provide to Shawn Ford and ask him to place order and progress with installing
- IRB Motors – Spare motors need to be sold
- ACTION: Need to follow up with Shawn
- Liquor licence – Phil needs to get his licence as a representative of the committee of the Surf Club
- UPDATE: Brent to confirm with Service NSW as to who should hold the licence
- Council – we have received information regarding weather shield suppliers, and we have been advised that the suppliers need to have \$20million public liability to be able to progress.
Approved suppliers has been sent to Brent by Phil
- UPDATE: Current supplier has been bought out by another company. Still in progress.



- Board Policy – Mick Crowe has carriage of this and will be undertaking repairs. Jodie would like some money set aside for locks for competition and Education boards and repairs to the value of \$250 + \$250 and Lara would like boards locked up for SRC training

Moved: Coral Raymond Seconded: Lara McIntyre

Director Reports

Financials report

- Financial statements
 - Balance Sheet
 - Profit and Loss
 - Aged payables
 - Aged Receivables
 - Cash at bank
 - Authorisation of payment of accounts
- Phil ran through the:
 - Aged payables
 - Profit and Loss
 - Balance Sheet
 - Aged receivables

ACTION: Shawn to chase up when the new IRB will be coming? We then need to get rid of the old ones plus the old motors

ACTION: Need to have further discussions with Kate regarding the waste invoices for the period (as per previous minutes), JJ waste invoices were suspended – from 19 July – 9 September 2021 in relation to Kraken Kiosk outstanding payments

UPDATE: Coral to check with Emma check JJ invoices to confirm when we were charged and the dates.

ACTION: Phil to discuss with Emma regarding amount sitting on Balance sheet for doubtful debts – how long does this sit on our financial documents? Needs to be removed

ACTION: Items thrown out during working bee – need to check Surfguard to remove from the asset register

ACTION: Ellen to run a report of the asset register – Shana can review and review with Craig to review the items and match up with Surfguard

ACTION: Gail will follow up with regards to signatories on the Greater account

Move to accept the financials

Moved: Coral Raymond Seconded: Jacqui Godier

Move to pay the normal monthly expenses:

Moved: Coral Raymond Seconded: Phil Walls

President Report: Phill Walls (as per written report)

- Notes from Branch meeting – email has come out in relation to COVID policy and how we are to manage Patrols – how are we going to Police regarding medical status? 23 February 2022 is the



date that anyone on the beach who is unvaccinated cannot patrol or compete in any competitions from this date forward.

- Discussions between the committee as to how to move forward in relation to the policy and how it will be progressed – confirming there is no possibility for each individual club to discuss how they are to proceed – each club is to follow the policy.
- Per Shana as a result of her recent meeting - it's not up to the club to check each members policy, there is no way currently to record (although this is coming in the updated Surfguard database). No way for us to enforce.
- Decision made for our Club – no decision made

ACTION: Shana to send out a message to all club members from Surfguard

ACTION: Coral will follow up with Lighting grant to check where the money is

- Council funding decision on maintenance of surf club items is coming on 22 March 2022
- Four year branch plan has been put on hold due to Covid
- We are could be fined \$500.00 for lack of officials – even though we pulled out

Admin Director - Ellen Van Wessel

- Emma bookkeeper has increased her hourly rate (email sent to Exec 2/2/22)
- CCC Tower has now been paid off per our records – Emma has been dealing with Council to confirm payments as some of them are not appearing on Council statements
- Grant submission for Active Kids HART – we were unsuccessful
- 7 News Podcast request – following up (email sent to Exec on 22/2/22)
- **Follow up** BigAss fan (see notes in January minutes)

ACTION: Committee to confirm action

- **Follow up** meeting with Bookkeeper – see note in January minutes

ACTION: Date to be confirmed

- **Follow up** Patrol Operations guide – email sent from Kilcare. (Email sent to Exec on 19/12/21)

ACTION: Committee to confirm who will be responsible for representation from Soldiers Beach Surf Club

- ACNC \$6,100 received due to our compliancy – there were a few non compliant items which are the responsibility of Fortunity.

Director Surf life Saving – Shana Doughney

- Vaccine policy – per previous discussions
- Meritorious awards – Branch are asking for nominees from each club
- BSEF – to progress with purchasing
- Branch have advised that we can still have our beach open even if we don't have an IRB on the beach – discussions around safety relating to the general public

ACTION: Phil will call John Harkness to discuss further

ACTION: Club Captain will contact Branch regarding opening with or without an IRB – this will be at Patrol Captains discretion

ACTION: The current IRB trailer is not roadworthy – can we get it registered? Can we look at buying a new one with the BSEF fund.

Surf Sports Report – Dennis Ricketts



- What is the status of the refunds for the boaties for State
UPDATE: Coral following up, still waiting for all to respond.

Junior Activities Report – Jodie Freeman

- Nippers – we are up to week 3 for 2022
- We got a championships day in – last Sunday 20 February
- We will extend by one week = potentially two
- COVID policy for Nippers – first week there were 8 kids away / second week there were two
- We have been handing out membership cards
- Small issue relating to COVID – eg one of the mums is now unable to enter the sheets into Surfguard – Jodie will forward through the paperwork to Admin
- Still have good numbers attending swim and board training
- Harry Moore Trust fund has accepted the remaining funds \$450 plus can be put towards a nipper board – this plus funds from other grant to be put forward towards two new nipper boards
- Would like racing mal covers @ \$180.00 each
- Jodie has advised the committee that she will not be standing next year to undertake the Junior Activities Coordinator role, also that Rachel and Mick Spring will not be available to undertake the weekly coordination activities

Education report – Lara McIntyre

- Invoice coming through for first aid products
- Can't source saline
- Training in progress flags are being used
- Membership banner is in place
- Lockable pin boards have arrived – just need approval to put up
- Bronze Medallion/SRC course has commenced – will try to run another course over winter
- First Aid course went well at Canton Beach Bowling Club – good location, suggest we use in the future

ACTION: Need to confirm if we still have a sponsorship agreement with Wyong Leagues Club

- Confirming that Lara is responsible for Uniform ordering

ACTION: Ellen to email copy of Uniform allocation \$\$'s to Lara for her records

Sponsorship and Marketing – Matt Kean

- NSW Surf Facility Grant – was submitted on 9th Feb – total value around \$35K – feedback so far, applications didn't match available money
- Marquees – we are now receiving replacement legs for all
- Looking at new sponsorships
- Comedy night – Dunes are happy to be involved, Matt has contacted companies to ask for prizes
- Consensus received from the attendees to go ahead and organise the night
- Four redundant signs have been removed from the entry

Caretaker report – Kellie Maxwell



- Mon 14/2 Tuggerah Lakes Glass came out to fix glass sliding door in Lighthouse Room. Invoice sent to admin email address.
- Thur 10/2 -Front roller shutter in kiosk was not operating, roller shutter guy called who came on Fri 11/2 and was able to get it operational, however, unable to repair due to corrosion. Will need new shutters and these can be purchased from the CBP21 Grant
- Sat 12/2 - The satellite went down for the whole surf club, internet/wifi was unable to be used, Kiosk had to trade cash/bank transfers all weekend - it did not come back till Monday morning
- Tues 1/2 - Plumber came out to fix a couple of issues within the surfclub. Mens basin/tap in craft room, attach a new toilet seat upstairs in ladies restroom and also to fix the hand washing basin in Dunes kitchen.
- Had a chat with Craig/Brent regarding issues with upstairs with Dunes, Phil contacted me as well, spoke to Jon Harkness (branch) to get council on board with these issues asap, took pics, sent to Phil as these need to be sorted, especially with Dunes, upcoming functions ahead.
- The erosion of the beach is startling no sand, no access from stairs near tower. Council has been contacted regarding the issue, with the huge tides, now the boat ramp is inaccessible. There is no vehicle access, council has cordoned off both access from the stairs and boat ramp.
- Rentokill will be out on this coming Fri 18/2/22 to do their quarterly spray for the surf club.

Move to accept director reports

Moved: Shana Doughney Seconded: Matt Kean

General Business

- Lara advised she would like to put a nomination through for a life member – Jacqui advised there is a nomination form. Process that needs to go to the Executive committee and then to the Life Member committee for endorsement. If agreed then it will be submitted at the AGM and voted on by the attendees, and then endorsed if the vote is positive.
- Query are we setting a date for presentation night - looking at June potentially after the long weekend.

Meeting closed at 9.20

Phil Walls
President

Ellen Van Wessel
Director of Admin