

North Curl Curl Surf Life Saving Club Inc.
Board of Directors Meeting - September, 2017

Huston Parade, North Curl Curl

Meeting Date - 13th September, 2017

www.nthcurlcurlslsc.com.au

Meeting Opened: 7:30 p.m.

9.1 ATTENDANCE

David Wymer	- President
Robert Killian	- Director of Administration
Simon Prowse	- Director of Finance
Matt O'Connor	- Director of Surf Life Saving
Natalia Salzberg	- Director of Junior Activities
Glenn Slater	- Director of Surf Sports
Alex Wye	- Director of Education
Vacant	- Director of Marketing
Vacant	- Director of Youth Development
Vacant	- Director of Member Services
George Lewis	- Club Caretaker
Peta Fairlie	- Club Caretaker

9.2 APOLOGIES

Nil

9.3 PROXIES

Nil

9.4 NOTICES OF MOTIONS

Nil

9.5 READING AND CONFIRMATION OF PREVIOUS MINUTES

9.5.1 Motion that the minutes be taken as read

Moved - Alex (Wiz) Wye Seconded - Robert Killian Carried

9.5.2 Motion that the minutes are a true and correct record

Moved - Alex (Wiz) Wye Seconded - Robert Killian Carried

BUSINESS ARISING

No Business Arising

Action Items from BOD Meetings and Outstandings - Nil.

9.6 PRESIDENTS REPORT

Business Arising

- 9.6.1** Nominations called for the position of Deputy President.
The nomination was received for Glenn Slater to fill this role.

Moved - Simon Prowse Seconded - Natalia Salzberg Carried

- 9.6.2** Nominations received for the positions of Junior Male and Junior Female Club Captains.
The nominations were for Harry Prowse (Male) and Keely Allsop (Female) to fill these roles.

Moved - Glenn Slater Seconded - David Wymer Carried

It was decided that one of these newly elected Junior Club Captains, in turn, would be invited to every second BOD Meeting for the first ten minutes, in order to have a say from the junior club member perspective.

- 9.6.3** The idea was put forth to support the Branch Fundraiser activities as presented by Club President, David Wymer on behalf of Branch CEO, Steve McInnes. It was decided not to support the same, to accept the possible capitation increases if funds or sponsorships cannot be secured by Branch, but to review again these fundraising initiatives put forth around Christmas time.

- 9.6.4** **Motion** - to increase the delegated spending authority of Directors from the current amount of \$300 each per month to \$500 each per month for the next three months and then to review the same.

Moved - David Wymer Seconded - Natalia Salzberg Carried

- 9.6.5** General business discussion was conducted on the three vacant Board Member positions. It was decided that, subject to confirmation from them, that these positions be filled by the following:-
 Director of Member Services - Jamie Howieson
 Assistant Director of Member Services - Mike Rasmussen
 Director of Youth Development - Renee Nero
 Director of Marketing - To be advertised, but hopefully Assistant Director, Richard Smith will cover as an interim measure.

- 9.6.6** It was decided that for future fuel requirements, e.g. for the IRBs, that an account be set up with the Caltex service station at Dee Why.

- 9.6.7** The ordering of new motors from Thundercat Inflatables was discussed, with Matt O'Connor Indicating that he would pursue this matter over the next day or two.

- 9.6.8** **Motion** - to reimburse Ray Merton for his phone that was lost at sea whilst he was performing valuable water safety related duties for our surf club at the Global Swim events

Moved - Alex (Wiz) Wye Seconded - Natalia Salzberg Carried

President's Report Accepted

Moved - Alex (Wiz) Wye Seconded - Natalia Salzberg Carried

9.7 DIRECTORS' REPORTS

9.7.1 DIRECTOR ADMINISTRATION REPORT

Business Arising

9.7.1.1 Correspondence In and Out - Nil to Report

9.7.1.2 Caretakers Report - for future BOD Meetings this is to be given separately before other reports.

- a window crack in Members' Area side of the club house - rated as "vandalism" by Council.
- an open handrail has appeared below the gas bottles - safety adhesive tape is to be used.
- anti bacterial wipes are to be placed in a black container in the gymnasium.
- a new vacuum cleaner and lawn mower are required.
- the pest control personnel are coming to install traps/baits with Council payment for the same.
- the cleaning of the ceiling fans is required
- the concertina door dividing the hall is to be serviced and regularly locked.
- the suggestion of a "swipe" system to access the doors leading to the showers was made.
- a further suggestion of implementing a cost of 20 cents for four minute showers .
- benches and hooks are to be installed in some of the showers.
- the tunnel camera is broken and requires repairing.
- the toilet roll container in the disabled toilet is broken.

9.7.1.3 WH&S Report - these items have been covered in point 9.7.1.2 - that is, in the Caretakers Report.

9.7.1.4 Director of Administration, Robert Killian indicated that our new Club Registrar, Kate Kelly is to be Invited to attend the October BOD Meeting in order to provide a club registrations update.

9.7.1.5 It was confirmed that the deadline for adult club registrations would be the first weekend of patrols and for Nipper family club registrations would be the 1st of December, before a late payment fee of \$50 was imposed per member or per family.

9.7.1.6 All gymnasium use signage forms are to be generated by Kate Kelly with these forms and the gymnasium keys to be issued by Caretaker, Peta Fairlie/George Lewis at the same time delivering the gymnasium usage induction talk.

9.7.1.7 It was mentioned that hard copies of the 2016/2017 Annual Report are now available for club members to receive. These copies are being kept in two cardboard boxes underneath the desk in the surf club office.

9.7.1.8 The position of a paid club administrator was discussed, with Glenn Slater to provide a copy of the Job Description to all Directors for their review and comment by the end of the week.

Director Administration Report Accepted

Moved - Matt O'Connor

Seconded - Glenn Slater

Carried

9.7.2 DIRECTOR FINANCE REPORT

Business Arising

9.7.2.1 Motion to Approve the Payment Listing

It was decided that it is not necessary for this to be moved/seconded as a separate item.

9.7.2.2 Motion to Approve the Accounts for Payment

It was decided that it is not necessary for this to be moved/seconded as a separate item.

9.7.2.3 Director of Finance, Simon Prowse mentioned that he is currently seeking further clarification from former Director of Finance, Chris Stoneman on a few accounts with respect to reconciliations and balances, so the Financial Report will be updated further in the forthcoming periods.

9.7.2.4 The request was made that the two lots of \$5,000 grant that are being made to our surf club arrive in September, 2017 and in the New Year, 2018.

Director Finance Report Accepted

Moved - Glenn Slater Seconded - Robert Killian Carried

9.7.3 DIRECTOR SURF LIFE SAVING REPORT

Business Arising

9.7.3.1 Motion - made by Director of Surf Life Saving, Matt O’Connor, that the option of the “Extreme Marquees” patrol tent valued at \$2,537-55 be purchased by our club for patrol usage.

Moved - Matt O’Connor Seconded - Glenn Slater Carried

9.7.3.2 The recommendation was also made by Matt to replace the outdated foam rescue boards with four fibreglass rescue boards (approximately \$1,500 each) via the Beach Safety Equipment Fund 2017/2018 Season Grant from Sydney Northern Beaches. This was agreed upon by the Board.

Director Surf Life Saving Report Accepted

Moved - Glenn Slater Seconded - Simon Prowse Carried

9.7.4 DIRECTOR JUNIOR ACTIVITIES REPORT

Business Arising

9.7.4.1 Motion - made by Director of Junior Activities, Natalia Salzberg for North Curl Curl S.L.S.C. to fund a lane hire for the seven week team swimming training programme at \$120 per session and totalling \$840.

Moved - Natalia Salzberg **Seconded** - Simon Prowse **Carried**

9.7.4.2 Mention was made that there are still three positions in the Junior Activities Committee that require filling.

Director Junior Activities Report Accepted

Moved - Glenn Slater **Seconded** - Robert Killian **Carried**

9.7.5 DIRECTOR SURF SPORTS REPORT

Business Arising

9.7.5.1 Motion - made by Director of Surf Sports, Glenn Slater that the Board approves expenditure up to \$2,500 for meals and fuel as required at our surf club's Development Camp.

Moved - Glenn Slater **Seconded** - Natalia Salzberg **Carried**

9.7.5.2 Motion - that specialised swim fins for the Australian pool Rescue Championships be purchased at a cost of \$628.

Moved - Glenn Slater **Seconded** - David Wymer **Carried**

9.7.5.3 Motion - for the purchase of up to five Kracka racing boards on half share arrangements for the U/15 and U/17 competitors.

Moved - Glenn Slater **Seconded** - David Wymer **Carried**

9.7.5.4 Motion - that Honorary Club Membership be awarded this season to David Jones, in recognition of his \$15,000 donation to our surf club for the purchase of five adjustable BOS single skis.

Moved - Glenn Slater **Seconded** - David Wymer **Carried**

Director Surf Sports Report Accepted

Moved - Natalia Salzberg **Seconded** - Simon Prowse **Carried**

9.7.6 DIRECTOR MARKETING REPORT

No Report Due To No Director of Marketing

9.7.7 DIRECTOR EDUCATION REPORT

Business Arising

9.7.7.1 Very comprehensive “Training Areas” and “Club Proficiency Days” updates have been presented in the monthly report by Director of Education, Alex (Wiz) Wye.

9.7.7.2 Motion - Board approval is requested for the purchase of 40 SLSA manuals at \$31-20 each (i.e. \$1,248-00) and 36 resuscitation masks at \$14-66 each, (i.e. \$527-76), for a combined total of \$1,775-76, keeping in mind that all of this money will be regained through the course fees paid by the respective Bronze Medallion and Surf Rescue Certificate candidates.

Moved - Alex (Wiz) Wye Seconded - Matt O’Connor Carried

9.7.7.3 Motion - that when the club coloured shirts are purchased for the Board Members and other club personnel, that ten of these same shirts (albeit with the word “Trainer” printed on each) also be purchased for our surf club’s Education Portfolio Team

Moved - Alex (Wiz) Wye Seconded - Natalia Salzberg Carried

9.7.7.4 Motion - for the purchase of “windcheaters” for the Bronze Medallion Trainers when conducting “wet” Bronze Medallion training in adverse weather conditions.

Moved - Alex (Wiz) Wye Seconded - Robert Killian Carried

Director Education Report Accepted

Moved - Matt O’Connor Seconded - Natalia Salzberg Carried

9.7.8 DIRECTOR YOUTH DEVELOPMENT REPORT

No Report Due To No Director of Youth Development

9.7.9 DIRECTOR MEMBER SERVICES REPORT

No Report Due To No Director of Member Services

9.8 GENERAL BUSINESS

No General Business

Meeting Concluded: 10.50 p.m.

NEXT BOARD OF DIRECTORS MEETING: Wednesday, 11th October, 2017

CONFIRMED – PRESIDENT