

North Curl Curl Surf Life Saving Club Inc.

Huston Parade, North Curl Curl

Board of Directors Meeting - September, 2018

Meeting Date - Wednesday 12th September, 2018

www.nthcurlcurlslsc.com.au

Meeting Opened: 7:30 p.m.

9.1 ATTENDANCE

David Wymer - President

Glenn Slater - Director of Surf Sports

Simon Prowse - Director of Finance

Natasha Spencer - Director of Education

Louis Tassone - Director of Marketing (standing in for Danni)

Alex Wye - Director of Surf Life Saving

Warren Hodge (Hodgie) - Director of Junior Activities

Madeleine Keene - Junior Activities

Andrew Stuart - Junior Activities

George Lewis - Club Caretaker (left after their report)

Peta Fairlie - Club Caretaker (left after their report)

Kevin Martin - Member and Club Historian (for first part of meeting)

Lucy Russell - Administration Officer (minutes)

9.2 APOLOGIES

Danni Petkovic

9.3 PROXIES

Louis Tassone (for Danni)

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 - Dave Wymer Seconded - Simon Prowse Carried

9.5.2 Motion that the minutes are a true and correct record

Moved - Dave Wymer Seconded - Glenn Slater Carried

BUSINESS ARISING

Kevin Martin provided his feedback as follows:

- Annual Report
 - 3 articles supplied by Kevin were missing from previous annual report
 - Use of nicknames could cause confusion
 - Photos need to be identified and acknowledged
- Trophy Cabinet
 - Kevin concerned it is too small. Board agreed to note this for future of funds allow for a larger cabinet.

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- Wall displayed photos
 - Kevin wanted to know if the wall photos are being protected from the sun/light. And all wall mounted pictures should have names added to help with identification.

Dave thanked Kevin for his time and feedback. All his comments have been duly noted and recorded.

Caretakers WH&S Report

- Rusted bolt on Kiosk needs replacing
 - Exit sign has fallen out of light above fire exit in club house (south door in training room)

ACTION ITEM: George and Peta will add these to the log to be dealt with

Also: No wifi access upstairs in the Caretakers living quarters **Action: Dave to look into this**

SCC venue hire online form **Action: Peta to contact Danni regarding mirroring the SCC online Venue Hire system**

Action Items from BOD Meetings and Outstandings - Nil.

9.6 PRESIDENTS REPORT

Business Arising - refer to report

9.6.1 Michael Creuse to be the new Director of Administration from October 2018

Moved - Simon Prowse Seconded - Glenn Slater All in favour Carried

9.6.2 Replace broken computer in the office (not monitor or keyboard) and purchase a high quality printer and scanner. Motion to purchase new PC and printer with budget of \$1600

Moved - Alex Wye Seconded - Natasha Spencer All in favour Carried

9.7 DIRECTORS' REPORTS

9.7.1 DIRECTOR ADMINISTRATION REPORT

VACANT POSITION - NOT APPLICABLE

Business Arising

9.7.1.1 Correspondence In and Out - Nil to Report

9.7.1.3 WH&S Report - these items have been covered in **Business Arising** - that is, in the **Caretakers Report**.

Director Administration Report Accepted

Moved - Seconded - Carried

9.7.2 DIRECTOR FINANCE REPORT

Business Arising - refer to report

9.7.2.1 Change in banking authorisation. 2 step authentication to be set up at Bendigo Bank in Freshwater. Nominated persons to be able to authorise banking transactions are:

- Simon Prowse
- Colin Wilson
- Dave Wymer
- Glenn Slater
- Eri (Ellie) Kinoshita

The following names to be removed from the account:

- Audrey Bruen
- Stuart Wye
- Chris Stoneman
 - Julie Tassone **ACTION item : Lucy Russell to follow up and complete process**

Moved - Glenn Slater Seconded - Hodgje All in favour Carried

9.7.2.2 Motion to introduce 'Vend' a POS and EFTPOS system at a cost of \$2k/annum

Moved - Glenn Slater Seconded - Hodgje All in favour Carried

Director Finance Report Accepted

Moved - Glenn Slater Seconded - Hodgje Carried

9.7.3 DIRECTOR SURF LIFE SAVING REPORT

Business Arising - refer to report

9.7.3.1 Motion for the Club to cover the costs of the First Aid course for current members to either renew the qualification or complete the first aid course for the first time. (New members will pay to do this course.)

9.7.3.2 Natasha agreed to help Wiz with the ordering of the patrol uniforms

9.7.3.3 Wiz gave feedback from the Leadership Course for Patrol Captains and Vice Captains which took place on September 8th. 30 people attended, with very positive feedback from most. A small minority were not so keen on the games in the afternoon.

Director Surf Life Saving Report Accepted

Moved - Natasha Spencer Seconded - Glenn Slater Carried

9.7.4 DIRECTOR JUNIOR ACTIVITIES REPORT

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Business Arising - refer to report

9.7.4.1 Motion to make the club website a destination for all information regarding NCCSLSC and all its activities. Strategy to be decided on what the website should contain **ACTION ITEM - All Board members have 7 days to put forward their proposal, and send to Danni**

9.7.4.2 Request to approve purchase of new boards (kracka and Sonic as per report). Dave queued why a NZ brand and not Australian. Andrew explained the Sonic boards are a better weight and design. **ACTION ITEM: Andrew to research alternative (Australian) board supplier to the NZ Sonic Boards before a decision can be reached.**

9.7.4.3 Request to buy parachute for junior nippers, resistant bands and boogie boards (see report) at cost of \$1200-1300 (using Rebel insert credit) and teardrop banners for the age groups.

Moved - Hodgje Seconded - Natasha Spencer Carried

9.7.4.4 Request for brightly coloured Age Group teardrop banners (no spikes)

9.7.4.5 Initiatives to increase Age Manager numbers by encouraging parental involvement via mentoring during the initial weeks of the season.

9.7.4.6 proposal for a Nippers Social event on Saturday November 3rd hosted by Hodgje

Moved - Simon Prowse Seconded - Natasha Spencer Carried

Director Junior Activities Report Accepted

Moved - Hodgje Seconded - Simon Prowse Carried

9.7.5 DIRECTOR SURF SPORTS REPORT

Business Arising - refer to report

9.7.5.1 Motion to purchase new club BBQ at a cost of \$2581 (less \$1k as donated by the mayor)

9.5.7.2 Motion to increase competition levy from \$150 to \$175 to cover gym member (as well as entry fees, coaching and PT)

Director Surf Sports Report Accepted

Moved - Simon Prowse Seconded - Wiz Carried

9.7.6 DIRECTOR MARKETING REPORT

Business Arising - refer to report

9.7.6.1 3 Points Challenge site due to go live in 2 weeks. Louis Tassone assisting Danni to progress this. Simon Prowse suggested additional text to be added regarding who to contact should anyone would like to hep out or sponsor the event.

Director Surf Sports Report Accepted

Moved - Simon Prowse Seconded - Wiz Carried

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9.7.7 DIRECTOR EDUCATION REPORT

Business Arising - refer to report

9.7.7.1 motion to improve Internet access. **Action item - Dave to set up new modem as sent by Telstra. If it doesn't improve, then he will look into 4G network access.**

9.7.7.2 Request to minute who the delegated authority for proficiencies will go to.

Recommendations (in addition to our endorsed assessors ie Phill Godbee, Steve Atkins, Clare Hagon, Ray Merton) would be:

BRONZE:

Kaitlyn Smith
Natasha Spencer
Alex (Wiz) Wye
David Jones
Michael Jones
Sophie Douneen
Ben Hickey

This covers all our endorsed trainers as far as Natasha aware. Max is not on the list as he hasn't started his Training Officer's Certificate.

Steve 'Spider' Atkins to confirm if IRB

Matt O'Connor can assess as IRBC

9.7.4.3 Initiatives and Incentives to keep SRC and Patrolling members ree involved

- Natasha gathering more information about Wet'n'Wild day out for SRC's
- Trybooking/social media apps
 - Rostered on Patrollers to assist with courses (if spare) **Action Item - Dave to send Natasha list of Patrol Captains contact information**

9.7.4.4 SRC mentor program Deferred to next board meeting when there is a new Director of Youth

9.7.4.5 Wiz acknowledged and thanked Natasha for her brilliant start at NCCSLSC and all that she has done so far.

Director Education Report Accepted

Moved - Wiz Seconded - Simon Prowse 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

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9.8 GENERAL BUSINESS

9.8.1 Simon P requested information of all members from Surf Guard. Dave to provide

9.8.2 Discussion regarding best communication channels to sue. Is Team App working well enough for everyone?

9.8.3 Can system be improved regarding keys and fobs for access to boards

9.8.4 There are 2 tickets available for the Directors and Officer course at Branch

9.8.5 Club clothing system needs overhauling. Louis Tassone to provide his spreadsheet detailing what sells and what doesn't. Ann to hand over role to who - tbc Motion to spend up to \$5180 on new clothing **Moved - Seconded - Carried**

9.8.6 Motion to spend \$2.5k on new tent too replace the broken one
Moved - Wiz Seconded - Simon Prowse Carried

9.8.7 Governance Minutes of previous AGM must be handed out to all members prior to the next AGM meeting to be approved officially.

9.8.8 Natasha is seeking approval for a refreshment allowance for the trainers when they are running courses at the club. **ACTION ITEM: Natasha will document who will be running courses and when, in order to cost it and present to board for approval.**

Meeting Concluded: 21.55

**NEXT BOARD OF DIRECTORS MEETING: Wednesday, 10th
October**

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