

North Curl Curl Surf Life Saving Club Inc.

Huston Parade, North Curl Curl

Board of Directors Meeting - May, 2018

Meeting Date - Wednesday 9 May 2018

www.nthcurlcurlslsc.com.au**Meeting Opened: 7:35 p.m.****5.1 ATTENDANCE**

David Wymer	- President
Simon Prowse	- Director of Finance
Glenn Slater	- Director of Surf Sports / Vice President
Alex Wye	- Director of Education
Mike Rasmussen	- Director of Member Services (proxy for Jamie Howieson)
Carmel Howard	- Director of Junior Activities (acting)
Laura Snyder	- Club Administration Officer
George Lewis	- Club Caretaker (present at beginning of meeting)

5.2 APOLOGIES

Robert Killian	- Director of Administration
Chris Warhurst	- Representing Junior Activities
Matt O'Connor	- Director of Surf Life Saving
Danni Petkovic	- Director of Marketing (proxy to Laura Snyder)
Jamie Howieson	- Director of Member Services (proxy to Mike Rasmussen)
<i>Vacant</i>	- <i>Director of Youth Development</i>

5.3 PROXIES

Mike Rasmussen for Jamie Howieson and Laura Snyder proxy for Dannie Petkovic

5.4 NOTICES OF MOTIONS

5.4.1 Motion to spend \$30K (\$15K grant, \$15K club) to move forward with current garden / BBQ renovations.

Moved – Glenn Slater Second Simon Prowse Carried

5.4.2 Motion To allow use of facilities for boat rowers reunion for late July/ August

Moved – Dave Wymer Second Alex (Wiz) WyeCarried

5.4.3 Motion Purchase new Nippers 1.5m tent, quote \$1450

Moved – Dave Wymer Second Simon Prowse Carried

5.4.4 Motion Need industrial steam clean of carpets and common area floors. Quote \$1766.

Moved – Glenn Slater Second Simon Prowse Carried

5.4.5 Motion Allow Andy Biasi (Catering) to operate an 8 week trial for the following:

- 1) Extension of canteen operating hours during winter
- 2) Extend Bottles inside the clubhouse on wooden floor area by windows for 8am breakfast / coffee service on the weekend. Andy is responsible for ensuring club is ready for opening. Ongoing commercial arrangements to be discussed after trial period.

Moved – Simon Prowse Second Alex (Wiz) Wye Carried

5.4.6 Motion Roller door in kitchen needs fixing / re-installed, Quote from Block Out \$874

Moved – Dave Wyman Second Glenn Slater

5.5 READING AND CONFIRMATION OF PREVIOUS MINUTES

5.5.1 Motion that the minutes be taken as read

Moved - Wye Seconded - Howard Carried

5.5.2 Motion that the minutes are a true and correct record

Moved - Wye Seconded - Howard Carried

BUSINESS ARISING

No Business Arising

Action Items from BOD Meetings and Outstanding - Nil.

5.6 PRESIDENTS REPORT

Business Arising

5.6.1 Glenn and myself have meet with Andy Basi and discussed bottles operations, The outcome of this meeting was the following 2 requests that need board approval.

- We extend the operating hours of the canteen to include the winter months. This will generate additional revenue for the club during the winter period if approved, A contract amendment will be required.
- We open the club on Saturday and Sunday mornings for light breakfast services (winter bottles without alcohol) the operating hours will be limited to 8am-12noon only. A contract amendment will be required.

5.6.2 Lease negotiations with Council

Branch have had two meetings already with Council to progress our agreed position in relation to the Crown Lands Lease. As a result, Council has indicated that they will support the use of the Crown Lands lease template. Council has a different view on 'commercial' activity than we do, and this is the main area for us to continue our negotiations to ensure that clubs' genuine fundraising activities are not confused with 'for profit' commercial activities. Queenscliff SLSC is likely to be the first Club to require a new lease and the Branch has been working closely with the Club and behind the scenes in their negotiations with Council.

It is envisaged that there will be three to four lease versions:

- a) standard lease where the club has no commercial activity nor caretaker
- b) a variation to cover caretakers
- c) a variation to cover commercial activity where a third party is generating profits from a commercial activity within a Club
- d) where required a variation to cover both b) and c) above

Branch have further meetings planned with Council to agree on content for a position paper to go to the elected Council for approval later this year.

5.6.3 Future Beach Management

Branch has had 3 meetings with a Council appointed working group have already taken place whereby SNB has presented its position and justification for future beach management models. The position presented to Council is the agreed position of the SNB Board of Management. SNB has been working closely with SLSNSW and the Australian Lifeguard Service to promote ALS as the preferred supplier of Lifeguard services. A report and recommendations are expected to go to Council within the next few months. This week I received a letter from Ben Taylor notifying us that due to the timing of the recommendations report the exiting beach management agreement will be honoured for the 2018/2019 season.

5.6.4 Branch and state elections

Elections took place last week at both Branch and state levels. The branches president seat was contested at branch by 3 candidates, Doug Menzies (current president) was re-elected in a closed ballot election. Louis Tassone was elected as director of Surf Sports at Branch level.

At NSW state held there board elections on Saturday, The president seat was contested by 3 candidates including NCC life member Dave Murry, Dave was successful and was re-elected to the position of NSW president a closed ballot election.

5.6.5 Bar/bottles

A full stoke take of the bar has been completed and ready for Simon, both the bar and fridge in the store room have been cleaned and are ready for next seasons operations.

5.7 DIRECTORS' REPORTS

5.7.1 DIRECTOR ADMINISTRATION REPORT

- About 20 Gym Members have expired and they will be paying to renew shortly.

Business Arising

5.7.2 Correspondence In and Out - No Correspondence Log received.

5.7.3 Caretakers Report

Many items require repair and will be taken care of as repair and maintenance at end of season. These include but are not limited to the following:

- Locks/door frames – Has to go through council (Ben Taylor)
- Strip on external door to stop breeze
- Swipe pass needs fix
- Camera / security
- Mark on wall from opening / closing
- Disable toilet roll broken
- Urinals pressure clean
- Light switch dimmer switch pulled off
- Men’s room hand dryer
- Vinyl torn near men’s toilet
- Windows at front leaking
- Fire exit doors need fixing (George to Urgently call council as this this a fire hazard)

George sending as a bulk request – end of season R&M. Glen to send as circular motion to approve expenses.

Moved: SLATER Seconded: WYE All in favour Carried

Andy wants us to hold bond because venue hire filled his bins. Advice to Andy is that he needs to lock the bins. We will not hold back bond money.

Opportunity to have NSW corrective resources assigned to help with cleaning / side work. Workers will require supervision. Hours on Saturday / Sunday. George to provide list of jobs which will be adjusted based on the skill of the assigned workers. Dave going to progress discussions with Branch.

5.7.3.4WH&S Report

Nil to Report.

Director Administration Report Accepted

5.7.1.4 Working With Children Advice received:

The Working With Children Check has been operating in NSW for nearly five years and some Working With Children (WWC) numbers will start to expire from 15 June 2018.

Individuals with a WWC number that is about to expire will be able to submit a renewal application online within three months of their expiry date. A reminder email will be sent from the Office of the Children's Guardian to applicants three months before their WWC number expires.

They do not apply for a new Working With Children Check but simply renew and their WWC number will be valid for another 5 years. Information on how to do this is within the reminder email.

If the Office of the Children's Guardian doesn't hold a person's current email address, they won't be able to email the renewal application details. Your members should keep their contact details up to date so they can be alerted about their WWC renewals by going to www.kidsguardian.nsw.gov.au/check.

What needs to be done?

Clubs should review their records for upcoming WWC expiry dates or ask their members if they have renewed their WWC numbers.

When the WWC number has been renewed it needs to be re-verified by the respective Club.

When a Club verifies, they will receive a confirmation email. These emails help Clubs maintain records for compliance and is a process set in place by Office of the Children's Guardian.

A member cannot continue to work or volunteer in a child-related role if they do not renew their WWC number and have it verified by the employer (except where an exemption applies).

It is an offence to work with children in NSW without a valid WWC clearance number or current application by the member to the Office of the Children's Guardian for a clearance.

For more information and downloadable resources about the Working With Children Check renewal go to www.kidsguardian.nsw.gov.au/check/renew

Advice received from Kate Kelly (Registrar NCCSLSC) re Club Status:

I actually reviewed our members with current WWCCs a few weeks ago. There is only one or two who are due for renewal. Having said that, I think a separate check needs to be done in the coming season for those age managers and other relevant members in the club who haven't even applied for a WWCC, yet have been in this role in previous seasons.

Advice Received from Natalia Salzberg (former Director Junior Activities NCCSLSC):

Age managers who age manage a group with their own children in it do not require a wwcc as per SLSA exception rules.

Moved - Prowse

Seconded - Slater

Carried

5.7.2 DIRECTOR FINANCE REPORT

Business Arising - Nil

5.7.2.1 Simon Prowse provided Directors with an overview of Club Accounts.

Moved - Wymer Seconded - Wye All in favour Carried

5.7.3 DIRECTOR SURF LIFE SAVING REPORT

Business Arising NIL

Nil business arising.

Director Surf Life Saving Report Accepted

Moved - Howard Seconded - Prowse All in Favour Carried

5.7.4 DIRECTOR JUNIOR ACTIVITIES REPORT

No Report Submitted

5.7.5 DIRECTOR SURF SPORTS REPORT

Business Arising NIL

5.7.5.1 Slater provided an overview of performance at Nationals. Small but dedicated team of 20 Competitors represented NCCSLSC at Aussies 2018 held at Scarborough Beach April 14- April 21.

Youth Highlights

- Mitchell Stuart - 2nd u15 Board Riding, U15 Male Iron Man Finalist – 12th, U15 Board Semi-finalist
- Eva Gurtata – 10th U15 Female 2km beach run
- Rebecca Harvey – u15 Female Board Semi-finalist
- Eva Gurtata, Rebecca Harvey , Amelia Wegenaar, Gabbie Stuart – u15 Female Cameron Relay Semi- Finalists

Masters Highlights

- Andrew Stuart – 1st Men’s – 55-59 2km Beach run, 6th Men’s 55-59 Board
- Glenn Coltman, Andrew Stuart, Glenn Slater – 4th 130 years Taplin

Opens Highlights

- Oscar Blaikie – Semi-Finalist U17 Men’s Board
- Oscar Blaikie / Harry Prowse – Semi Finalist U17 Mens’s Board Rescue
- A BOAT Crew Dolphins and Junior Donkeys unfortunately didn’t make it through qualifying rounds

5.7.5.2 In Accordance with club reimbursement policy of paying a Daily Expense Allowance for those members who volunteer their services in either IRB CREW, DRIVER or Officials Capacity to meet

STATE SLSA carnival entry criteria, the following club members are eligible for payment of Daily expense allowance. Breakdown of recommended payments provided.

Motion \$2100 be paid as per break down to members as expense allowance for State Nippers & State Opens.

Moved – Prowse Seconded – Wymer All in favour Carried

5.7.5.3 Steve Kulter new member (transferring from Manly) has offered to run training 3x per week at the club at \$5/session for club members. Club to subsidize \$50 / hr for up to 3x 2hr sessions / wk.

Motion \$5000 to cover for 3 months training plus required equipment. Glenn to organize with Steve.

Moved – Wymer Second – Prowse All in favor Carried

Director Surf Sports Report Accepted

Moved - Prowse Seconded - Wymer All in favour Carried

5.7.6 DIRECTOR MARKETING REPORT

Business Arising: Nil

5.7.6.1 Presentation night coming June 16th. Invitations to be sent this week. Run of evening discussed and agreed.

5.7.6.2 Grant Submission for DeeWhy RSL Club Grant submitted April 13. Requesting funds for Nipper board room expansion and first aid room refurbishment. Funds to be confirmed by August 31.

5.7.6.3 Need to schedule 3 Points Challenge committee meeting in coming weeks.

5.7.6.4 Laura to follow up on outstanding invoices for 2017/2018 sponsorships.

Director Marketing Report Accepted

Moved - WYE Seconded - PROUSE All in favour Carried

5.7.7 DIRECTOR EDUCATION REPORT

Business Arising NIL

5.7.7.1 Training Areas Update.

5.7.7.1.1 Bronze Medallion - all ten candidates who comprised the second Bronze Medallion squad conducted during February and March, 2018 have now passed both their “dry” and “wet” Bronze Medallion

assessments, with most of them having already completed a “voluntary” patrol session before the end of this 2017/2018 season. Once again, congratulations go to these candidates and all of them who are not already on a patrol team (as SRCs) are looking forward to being placed on the same during the “off-season” ready for the new 2018/2019 surf patrol season. A further thanks go to our surf club’s Bronze Medallion trainers, Phil Godbee, Steve Atkins, David Jones, Kaitlyn Smith, Michael Jones and Sophie Douneen for their diligent training efforts.

5.7.7.1.2 IRB Crewperson’s Certificate Course - our surf club’s leading IRB Driver/Crew trainer, Steve (Spider) Atkins is conducting an intensive IRB Crewperson’s Certificate training course during the last three Saturdays in May, with the assessment being conducted at our beach at 10.00 a.m. on Sunday, 27th May, 2018. Therefore, e-mails have already been sent to our Bronze Medallion patrolling members who do not have the IRB Crew award, seeking expressions of interest from them in participating in this course and gaining this award. Our gratitude goes to Spider for this excellent initiative so late in the season and already seven of our surf club’s patrolling members have expressed interest in doing this IRB Crewperson’s Certificate course.

5.7.7.1.3 Spinal Management Certificate Course - two Branch conducted Spinal Management Certificate courses will be conducted at our surf club on Sunday, 20th May, 2018, one course from 9.00 a.m. to 11.00 a.m. and the other course from 11.30 a.m. to 1.30 p.m. As the host club, we are being offered a maximum of eight places at each of these courses. E-mails have been sent to all of our surf club’s Bronze Medallion patrolling members who do not hold this award, offering them places on either of those courses on that day (with the maximum number of sixteen places being available), if they wish to gain this SLSA award.

5.7.7.1.4 Silver Medallion Beach Management Certificate - similar to the Spinal Management Certificate courses outlined above, the Education Portfolio is hoping that possibly Silver Medallion Beach Management Certificate courses can also be held at our surf club during the “off-season”, so that more of our surf club’s eligible Bronze Medallion patrolling members can gain this award which enables them to have patrol captain’s status.

5.7.7.2 End Of Season Education Portfolio Meeting.

5.7.7.2.1 An end of season Education Portfolio Meeting will be conducted at our surf club, probably at 7.00 p.m. on Wednesday, 30th May, 2018 and the appropriate hall booking will be made.

5.7.7.2.2 At this meeting the recently completed 2017/2018 surf patrol season will be discussed with respect to SLSA awards gained and annual proficiencies completed, as well as tentative planning for the 2018/2019 season being put in place.

Director Education Report Accepted

Moved - Howard Seconded - Prowse All in favour Carried

5.7.8 DIRECTOR YOUTH DEVELOPMENT REPORT

Vacant position - Not applicable.

5.7.9 DIRECTOR MEMBER SERVICES REPORT

Business Arising NIL

5.7.9.1 Update on LED Screen TV's

- DA Lodged 19 April 2018. Allow 12 week for Council assessment.
- Follow up progress early July 18.

5.7.9.2 Outside BBQ Area Landscaping

- Revised Draft Design drawings have been amended and circulated for comment.
- Discussed that as per last month, broader consultation was required for the internal modifications, but not for the garden area. Agreed to proceed with current proposed garden and fence so that we don't lose funding.

5.7.9.3 Internal modification to Bar & Kitchen

- Board has agreed to delay planning to 2019 to be able to present multiple plans / options and to formally engage community.

5.7.9.4 Sale Pepe Pizza Catering Opportunity

Mike Rasmussen to update the Board on Pizzeria opportunity for the club which could be considered as part of the future internal re-design of the kitchen/Bar and outdoor area. Mike to set up meeting with Dave / Sale Pepe to discuss.

5.7.9.5 Bricklane tap opportunity

New craft brewery from Melbourne, coming in for testing with view to allocate taps for 2018/2019 season. Glenn to invite board.

Director of Member Services Report Accepted

Moved - Wymer Seconded - Prowse All in favour Carried

5.8 GENERAL BUSINESS

General Business

Moved: Stuart Wye and Chris Stoneman nominated for Life Memebers at Branch level. Second Wiz
Moved: Wiz 15 years service honor award at branch level nominated / Glen second

Access to non-financial gym members to be suspended.

Need to finalize plan to launch website. Dave, Laura, Glen, Dannie to discuss and bring on additional resources in need.

Nippers chair is not filled. Need to figure out how to do this before season.

Need to plan for AGM, First Sunday in August. Reports due June 30. Dave to ask Louis to help prepare report.

Meeting Concluded: 10.25pm

NEXT BOARD OF DIRECTORS MEETING: Wednesday, X June 2018