

North Curl Curl Surf Life Saving Club Inc.
Board of Directors Meeting - July, 2019

Huston Parade, North Curl Curl

Meeting Date - Monday 8th July 2019

www.nthcurlcurlslsc.com.au

Meeting Opened: 7:30pm

1.1 ATTENDANCE

David Wymer	- President
Mick Crews	- Director of Administration
Alex Wye (Wiz)	- Director of Surf Life Saving
Natasha Spencer	- Director of Education
Louis Tassone	- Director of Marketing
Chris Sparkes	- Asst. Director of Member Services
Warren Hodge (Hodgie)	- Director of Junior Activities
Lucy Russell	- Assistant

1.2 APOLOGIES

Glenn Slater	- Director of Surf Sports
Simon Prowse	- Director of Finance
Frederic Leforestier	- Asst. Director of Marketing
David Quinn	- Director of Member Services
Julia Higgs	- Director of Youth Development
Andrew Stuart	- Asst. Director of Junior Activities
George Lewis	- Club Caretaker
Peta Fairlie	- Club Caretaker

1.3 PROXIES

Nil

1.4 NOTICES OF MOTIONS

Nil

1.5 READING AND CONFIRMATION OF PREVIOUS MINUTES

Action Item

- Include an action item list from the previous month's meeting each month, to review and check off as appropriate (see Business Arising)

1.5.1 Motion that the minutes be taken as read

Moved - Wiz Seconded - Hodgie Carried

1.5.2 Motion that the minutes are a true and correct record

Moved - Wiz Seconded - Hodgie Carried

BUSINESS ARISING

No Business Arising

Action Items from BOD Meetings and Outstandings

June Action Items:

Caretakers

- 'Exit' signs need to be replaced - **DONE**
- The urinal in the men's bathroom need to be fixing - **DONE**
- Members area fob is currently not working and needs to be fixed - **DONE**

President

- Sell the ATV. Advertised on Gumtree for \$5k - **SOLD for \$5,500 and shipped to Tasmania July 3rd**
- Look into having a club mobile - **Ongoing**

Administration

- gather quotes for new storage cupboards for the uniform stock - **DONE - see 1.8.1.2 below**

Marketing

- Review all sponsorship agreements in the next few weeks - **DONE**
- Target sponsorships that are close to expiring and also sponsors we may have missed out on this season - **Ongoing**

Education

- Report of awards attained for season to be given to DW for presentation night - **DONE**
- Inventory list for S Prowse of training equipment. **TBC**
- Draft budget for S Prowse for 2019/20 season **TBC**
- Working on Gant chart for upcoming season **TBC**
- AGM report - all reports to be submitted ASAP - **Ongoing**

General Business

- Amend errors on the Mark Watson Memorial Board - **TBC**
- Internet and phone due to be fixed by the end of the week (Friday 14th june) - **DONE**
- Date has been set for the AGM - August 4th 2019 - **DONE**
- Date has been set for Registration day - September 7th 2019 - **DONE**

1.6 CARETAKERS REPORT

No Business Arising

No report

Caretaker's Report Accepted

Moved - Seconded - Carried

1.7 PRESIDENTS REPORT

Business Arising

1.7.1 Motion to put Julie Tassone forward for Life Membership at this years AGM. Unanimously approved by the Board.

Moved - DavidSeconded - Wiz Carried

Action Items:

- Dave to approach Stu Wye, Keith Smith, David Murray and Richard with a view to forming a sub committee regarding the future development of the surf club building and it's facilities.
- Dave to approach Tim to agree time to talk to the Board about ideas for the Club's future development and to discuss how his company could help the Club financially and strategically

1.7.2 Motion to form a Centenary Committee (Stuart Wye, Chris Stoneman, Julie Tassone, Barbara Smith) to plan and organise the Clubs 100 year anniversary in 2022 with Board representation from Member Services

Moved - Dave Seconded - Wiz Carried

President's Report Accepted

Moved - Mick Seconded - Wiz Carried

1.8 DIRECTORS' REPORTS

1.8.1 DIRECTOR ADMINISTRATION REPORT

Business Arising

Note - circular resolution was approved for 30% payment (of \$4215) to Catfish

1.8.1.1 Correspondence In and Out - Nil to Report

1.8.1.2 Motion to purchase new storage from IKEA for Club Clothing at a cost of \$1852

Moved - Mick Seconded - Hodgie Carried

1.8.1.3 Deferred Motion to 'purchase' a Music Licence from 'One Music' to enable us to play both live and background music at any function within the club, minimum cost \$280.00. ACTION: Hodgie to action.

1.8.1.4 Motion to form interview panel for the new caretakers positions, to consist of the current caretakers committee, of Mick, NS Simon Prowse, Dave Murray and Stuart Wye. Decision to agree on new caretakers by the 1st September. Move in date October 6th for time to clean and decorate as required.

Moved - Mick Seconded - Hodgie Carried

Action Item:

- Board to review roles and responsibilities of Caretaker position as circulated by Mick, to be signed off by the close of business on Sunday July 14th, ready for an expression of interest advertisement to be produced and published with Club EDM and social media for the following Thursday 18th July. Application enquiries to be directed through Lucy.

Director Administration Report Accepted

Moved - Wiz Seconded - Hodgie Carried

1.8.2 DIRECTOR FINANCE REPORT

Business Arising

1.8.2.1 Motion to Approve/Agree – Month Payments (June)

Payments list for June attached totalling \$33,120.94 All expenses previously approved or approved under expenditure allowances/circular resolutions as received during the month

deferred until August 2019 Board Meeting

Moved - Seconded - Carried

1.8.2.2 Motion to Approve – Creditor Payments (Balance - June)

Accounts for Payment attached in the management report. See Creditors - Total \$6,359

deferred until August 2019 Board Meeting

Moved - Seconded - Carried

Director Finance Report Accepted - All motions deferred until August 2019 Board Meeting

Moved - Seconded - Carried

1.8.3 DIRECTOR SURF LIFE SAVING REPORT

Business Arising

9.7.3.1 Motion - For Adam Monnock to come to NCCSLSC to service all 6 IRB motors in order to have them ready for the upcoming Branch Annual Gear Inspection at a total cost of up to \$2,000, pending the provision of Adam Monnock's business information. **ACTION: Wiz**

Moved - Wiz Seconded - Dave Carried

Director Surf Life Saving Report Accepted

Moved - Mick Seconded - Louis Carried

1.8.4 DIRECTOR JUNIOR ACTIVITIES REPORT

Business Arising**Action Item:**

- Lucy to work with Hodgie and Kate to upload clear registration steps and nippers information to the club website

Director Junior Activities Report Accepted

Moved - Wiz Seconded - Louis Carried

1.8.5 DIRECTOR SURF SPORTS REPORT

Business Arising

1.8.5.1 Motion - Board of Directors Approve Expenditure of Blinds total \$5246 for western windows of Members area pending mock up

Moved - Glenn Seconded - Dave Carried

1.8.5.2 MOTION Aussies Official Compensation - Motion BOD Approve expenditure of \$750 for Clare Hagon. Clare officiated for 5 days at \$150 per day = \$750

Moved - Louis Seconded - Mick Carried

Director Surf Sports Report Accepted

Moved - Dave Seconded - Wiz Carried

1.8.6 DIRECTOR MARKETING REPORT

Verbal Report - No Business Arising

Moved - Dave **Seconded - Wiz** **Carried**

1.8.7 DIRECTOR EDUCATION REPORT

Business Arising

1.8.7.1 MOTION Approval to purchase new green trainer rashies in various sizes. To spend up to \$1000 on the purchase of these.

Moved - Natasha **Seconded - Dave** **Carried**

1.8.7.2 Motion to offer pre-season training to help patrolling members prepare for proficiencies and look into hiring lanes in a heated pool (WAC or Manly swim centre) with club trainers for this purpose.

Action Item:

- **Mick to speak to Tony and Julia about coaching.**

Moved - Wiz **Seconded - Hodgie** **Carried**

Director Education Report Accepted

Moved - Hodgie **Seconded - Mick** **Carried**

1.8.8 DIRECTOR YOUTH DEVELOPMENT REPORT

Business Arising

Action Items:

- **Dylan and Julia to discuss ways to open up the youth group to newer members (13 yrs and over) to encourage them to be involved.**
- **Include youth group communications on Club facebook page and weekly EDM**

Director Youth Report Accepted

Moved - Wiz **Seconded - Dave** **Carried**

1.8.9 DIRECTOR MEMBER SERVICES REPORT

Verbal Report

Action Items:

- **Dave to call Stuart to confirm official conditions of usage for the store room.**
- **Dispose of the two fridges in the store room**

Director Member Services Verbal Report Accepted

Moved - Wiz **Seconded - Dave** **Carried**

1.9 GENERAL BUSINESS

Action Items:

- **Board members to Confirm board meeting availability in advance of monthly meeting**

- Board members are to submit their reports 48hrs in advance of board meetings
- Locate 3 missing medium-sized life jackets. Wiz to check trailer.
- Locate missing rescue tubes.
- All board members to submit their Annual reports promptly

1.9.1 Defer Motion to discuss whether club coaches/trainers need to be bronze proficient

Meeting Concluded: 10.13pm

NEXT BOARD OF DIRECTORS MEETING: Wednesday, 14th August

CONFIRMED – PRESIDENT