

DEE WHY SURF LIFE SAVING CLUB

MANAGEMENT COMMITTEE MINUTES FOR MEETING

WEDNESDAY 21 OCTOBER 2009

Betty Barry Room

Commencing 7.00 p.m.

Attendance: Adrienne Lowe, Steve Haggett, Craig Barnes, Sam Skinner, Matt Molinia, Gary Beauchamp, Maz Troop, Sue Cheney, Steve Scott, Gary Yabsley, Phil Thomas, Kate Berry, David Lang, Allen Lakeman and Greg Punch.

Also in attendance: Rob Stephens (Nippers Committee) and Simon Moriarty (Building Committee).

Apologies: Denise Gammie, Martin Quinn, Nic Booth and David Spink.

1. Adoption of Minutes of last minutes

Barnes/Haggett moved and carried without dissent.

2. Matters arising from the minutes

No matters arising.

3. Reports.

Reports from the Nippers Committee; trainers meeting; bronze costs, and financial reports were accepted without comment.

In respect of the voting entitlements Kate Berry suggested the constitution should be changed. Allen noted the Constitution Committee had been inactive. Simon Moriarty advised that the Constitution Committee and reactive not pro-active.

Matt Molinia advised that the competition details for the Bennett Craft Carnival were being finalised.

4. Child Protection Officer.

Matt advised that Krisztina Eglesz was no longer at the club. He advised that Jenny Lloyd was qualified as child carer and would complete the declaration and forms to be appointed as the club Child Protection Officer.

5. Surf Boat Incident – 5 July 2009

Craig Webb's response to the incident to the meeting and advised that a copy would be sent to branch. He also noted that an incident report should be completed. His report to Branch was tabled.

6. Long Service

Allen Lakeman advised the meeting of the inconsistencies between the club policy and the Surf Life Saving Australia Regulations. Craig Barnes advised that the long service award should be based on proficiencies over the ten year period.

Further discussions took place concerning long service, the entries in Surfguard and roles in the club other than patrolling.

Motion was put by Craig Barnes seconded by Matt Molinia.

“That Michael Crawford, Nanette Crawford, Geoffrey Crittle, Joerg Listberger and Allen Lakeman be accepted as long service members”.

Carried without dissent.

7. Coolangatta Gold

A debate on this issue was adjourned to General Business.

8. SLSNSW Twilight Carnival – 5 December 2009

Adrienne Lowe advised that she had requested that SLSNSW for further details and her request had been met with silence. Adrienne offered to contact Surf Life Saving NSW.

9. Golf Day

Steve Haggett advised there had been a good response and urged members to spread the word.

10. First Aid Competition – 19 December 2009.

Phil Thomas noted that the proposed date clashed with the Ocean Thunder event and that this event was an all day event. The 20 Beaches Ocean Classic is on that day also. Steve Haggett advised that the opportunity was a good get together for Branch first aid teams and that it would commence at approximately 3.00pm. Simon Moriarty advised that he was surprised the date had been changed and that the Swan Lounge and bar would be open. Steven advised that the first aid venue was flexible and that tents could be erected in the car parking area. Steve advised that he expected 5 to 6 teams to enter and that he was pushing for younger competitors.

11. Youth

Steve Scott addressed the meeting and advised that he had contacted a list of people and had received eight replies. He advised that his policy was to attract new members between 14-18 years of age as a target group. They are formative years. It is a time in life where youth needed community activities other than drinking and smoking. Steve said that participation in life saving activities could do a lot of good for the community. He said that members could be well educated in the Dee Why style for long term membership and form excellent life savers. He reviewed his written report.

Matt Molinia advised in respect of the Junior Committee. All under 13's were doing their SRC this year. There were 9 age managers from the cadet group. It showed that once members finished Nippers they would have somewhere to go. The age managers' role could appeal to cadets other than competitors where from age 10 they were not just doing competition and where they could do resuscitation, first aid, radio and develop their life saving activities. Phil Thomas said there were community grants available for youth development and should be looked at. He said the grants were advertised. Steve Scott said the plan was to work from the top down with a comprehensive plan saying to juniors, "Let's work on this model." He referred to the model as being a big friendly family. He said that anyone interested in assisting should contact him.

12. Layne Beachley Classic

Gary Yabsley addressed the meeting. He said the club made approximately \$10,000 and that it would have been double had it been good weather. He congratulated Mike Crawford and Simon Moriarty for their effort and time. He advised there was an autographed surfboard that could be available for auction at the centenary function. He said that he had already been offered \$3,500 for the board. Simon suggested that the board be kept by the club. Simon said that he had received good feedback from officials some saying that it was the best club that they had ever worked with and commenting on what the club did voluntarily. Simon noted that more could be made with increased prices and with more time resulting in more money. It was noted that only three books out of the 5,000 raffle tickets have been left unsold. Adrienne advised that she had received an email from Layne Beachley thanking the Club and indicating her desire to have the event at the Club next year. Gary Yabsley tabled a breakdown of the figures received from the event including a comparison of what the club would normally expect to take in revenue over the whole year.

13. OH & S

Sam Skinner spoke about OH&S issues and noted one incident had occurred already this year. She had prepared two flowcharts one for Nippers to be left with the age managers' sheets and another to be placed in the first aid room indicating the reporting procedure. Sam distributed an emergency service brochure which she said should be distributed to patrol members. Sam said there was an OH&S folder which would not be left in the office (as it is locked) and is to be placed in the first aid room. Simon noted that the lifeguards do OH&S reports and that there had been criticism of two yellow tents being left in the surf life saving area. Craig advised the two yellow tents would be moved to the power boat shed.

Simon said the boat and the trailer left to the north of the Club were an OH&S issue. Matt Molinia noted that the trailer had been padlocked. Further discussion took place about the movement of the boat and trailers to Terrey Hills. Dave noted that the club was in credit with the landlord.

14. Transfers

Adrienne noted that Laura Brisbane was staying with the club but transferring as a competitor to another club. Sue Cheney advised that waiting a month to approve the transfers was too long. She offered to circulate the names to the club captain, secretary, competition manager, chief instructor and treasurer. Maz advised that transfers should be ratified and minuted. Dave said the transfers should be part of the Registrar's duties and Sue should report on transfers to the Management Committee.

15. Club Development Meeting – Wednesday 28 October 2009

David Lang queried what Sally Mulligan intended to do and wanted an agenda provided to the participants.

GENERAL BUSINESS

16. Membership Fees

Adrienne advised that an email had been sent to her and Sue from Lisa Jones, SLS NSW WorkCover/awards coordinator. It was noted that Clubs have 2-3 months grace time from their AGM date to ensure that all members have paid their membership. Most people are under the impression that the cut-off date of membership is 31 December. This date is only for the end of proficiency expiries. Dave advised the club rules provided for the season to end on 31 August each year with the season beginning on 1 September. He noted that fees were due by the end of the month with a further 30 days grace to pay. Simon advised there was no requirement in the Australian Surf Life Saving Constitution to pay fees. It was only a club obligation. He referred to clause 18.9 of the SLSA Constitution to the effect that if a member was in default and within three months of being required to do so (to pay fees) the membership should cease. He said that the obligation to pay by 31 October is quite clear. Phil Thomas said people should be shown how to join and pay online. Dave Lang said that the online payment gives no feedback and there is no correlation between the computer system and the banking record.

17. Caretaker

Adrienne advised that she had spoken to the caretaker. She looked at reviewing the caretaker arrangements as to whether to have a facilitator for the Swan Lounge and a separate tenant. Adrienne advised that she wanted a separate facility manager for the hiring/cleaning and for contacts. She thought the current market rental for the flat was \$330.00 per week which she said should be reduced to \$300 per week as the tenant would have to secure the club and turn off the lights at night as well as removing the rubbish.

Simon said the Council policy required a caretaker to be in the premises but there is no requirement to clean downstairs. Craig advised that the noise level in the flat on function nights was like being in a drum. He said the Club could not rent it because of the noise factor. Gary advised that he had a contactor that would clean the whole clubhouse for \$165 per week and clean the windows inside and out once a month. He was in favour of splitting the caretaker and facilitator roles. Adrienne offered to circulate the guidelines and invite proposals and comments.

Phil noted although the answering service/fax was not working and that an answering service should be applied for by the club and checked on a regular basis.

18. Patrol Mentoring for smaller clubs

Craig advised of a register to assist smaller clubs with their patrols.

19. Use of equipment by junior members

Rob Stephens spoke on the junior members (“SRCs”) and their use of equipment. Peter Hatfield said that it was important that members check with him before using the skis and boards which were quite often replaced damaged without being reported.

Rob Stephens requested a motion giving him direction in relation to the SRC’s supervision. Gary advised that it was surf policy that the juniors must be supervised in a training environment. Simon said the whole policy required supervision after Nippers. Steve Haggett advised that once proficient, members do not need to be supervised. Steve Scott also advised that once proficient, members did not require supervision. Greg Punch spoke on equipment being noted for recreational use. Craig Barnes advised that all boards used by the Club were now scrutinised and that there were no

recreational boards. Peter Hatfield advised that there were three boards available for general use.

20. Social Events

Maz advised of possible social events. Adrienne suggested social events could be on the first Saturday of each month starting on 7 November 2009 with a BBQ. Maz offered to send out a flyer with a starting time of 5-6pm.

21. Newsletter

The newsletter is to go out by email with a link to the website. Sue said that the email package was too large to send to some email addresses and she sent emails with a link to the newsletter on the website. Phil Thomas suggested the use of the SMS system to advise the newsletter was available.

22. Section 96 Application

Simon advised that he had had a meeting with the council officer Lashta Haidari and there had been difficulty with two letters on Warringah Council letterhead advising different requirements. Simon advised that there was discussion around three issues including the chair-lift and driveways. Simon advised that he and Martin Quinn had attended this meeting approximately three weeks ago. Steve Haggett queried why this had not been raised with the Management Committee earlier. Adrienne Lowe requested that Simon appoint a meeting of the Building Committee.

23. Sponsorship obligations with Coca Cola

Simon reminded the Club of the obligation to not only sell but use Coca Cola products exclusively in view of their sponsorship. There is an issue as to whether gifts as well as sales are included in the policy agreement. Dave noted the club had forty cases of water left over from the Layne Beachley Classic and queried whether it would be appropriate to sell it at the Ocean

Thunder or whether they should be disposed of by the club.

24. IRB Training

Simon and Craig raised an issue of an IRB being launched when the beach was closed. Some discussion took place as to whether the IRB can be used in such circumstances for training or only in emergencies.

25. Further Boat Report

Steve Scott advised that the proposed sponsorship deal with Dee Why Grand had a very disappointing result. He noted that repairs were required to two boat covers and offered to provide quotes to Dave Lang. He also raised the need for a new boat and noted the agreement with the executive last year said to be minuted in the executive meetings. Steve Scott wanted a sponsorship committee appointed by the club. The following resolution was proposed by Steve Scott and seconded by Dave Lang.

“That the Club formulate a sponsorship committee to meet at least once a month to advise the Management Committee of its plans to raise money.”

No-one spoke against the motion. Matt speaking in favour of the motion noted that this was an area for expertise. Gary advised that he was disappointed that during the Layne Beachley Classic that no-one from the club’s executive or office bearers came near the sponsors and that Gary had been able to raise \$25,000 for another charity on the last day. Steve Haggett said he had spoken with the managers of the Commonwealth Bank. Allen advised that entry into the VIP area was by invitation only and that he had had difficulty as had Dave Lang in even getting to the club office while the event was on. Craig also noted difficulties he had in getting to the VIP area.

The motion was put and carried without dissent.

26. Sale of old IRB Hull

Matt had advised that the hull had been sold for \$2,500. Phil Thomas advised that the Management Committee had the sole responsibility for the sale. Dave Lang advised that the sale would be recorded in the October minutes.

27. Men's changing room.

The code number to the men's changing room was noted. The code is to be circulated through the SMS system.

28. Bar Manager

The bar manager has resigned. A roster system will probably be necessary for Sunday drinks with the RSAs rostered on. Simon suggested that each month an RSA be rostered on as the person in charge.

29. World Masters Championships

Greg Punch noted that the club had achieved great results in the World Masters Championships. Gary advised that masters events would commence in approximately four weeks.

30. Building Committee

Allen Lakeman requested that Simon appoint a meeting of the Building Committee. Simon said that there was no reason for the Committee to meet. Allen Lakeman advised that it was necessary for the Committee to meet to consider the recent developments since the Mayor's address to the club at the AGM and requested Simon arrange the meeting. Simon agreed to convene a building committee meeting.

31. Unfinished Business

In view of the hour two matters were stood over to the next meeting being:

- (a) Coolangatta Gold
- (b) The Building Committee.

The meeting closed at 10.10pm

Signed as a correct record

Adrienne Lowe

11 November 2009.