

MINUTES

GENERAL MEETING



Name:	Woolgoolga Surf Life Saving Club Incorporated
Date:	Tuesday, 14 June 2022
Time:	7:00 pm to 9:15 pm
Location:	Woolgoolga SLSC, 1 Ocean Street Woolgoolga NSW 2456
Board Members:	Les Pepper (Chair), Bob Wright, Brian Sedivy, John Eyles, Meggen Matthews-Frederick, Mick Slater, Patrick Mullan, Sue Neil
Attendees:	Colin Morley, Glynis Treuer, Grahame Burgess, Luke Fluechter, Shari Genoli, Ted McCartney, Trevor Clark, Alan Stenning, Geyne Feeney, Ian Thorncroft
Apologies:	John Portsmouth, Bob Hunt, Nicole Slater

1. Opening Meeting

1.1 Confirm Minutes

General Meeting 10 May 2022, the minutes were confirmed as presented.



Confirmed

Confirmed

Decision Date: 14 Jun 2022

Mover: Mick Slater

Seconder: Sue Neil

Outcome: Approved

No changes requested.

2. Action Items from Previous Meetings

2.1 To Do List

Due Date	Action Title	Owner
14 Jun 2022	Send email re: BroadPro to all Members Status: Completed on 7 Jun 2022	Mick Slater
14 Jun 2022	Purchase new cabinet for first aid equipment. Status: In Progress	Les Pepper
14 Jun 2022	Split monies from Country Grant between Seniors & Juniors Status: Completed on 7 Jun 2022	John Eyles
14 Jun 2022	Follow up re: State Refund Status: In Progress	Meggen Matthews-Frederick
14 Jun 2022	Pay outstanding Invoices for the Boats. Status: Completed on 7 Jun 2022	John Eyles
14 Jun 2022	Purchase First Aid Kit Status: Completed on 7 Jun 2022	Mick Slater
14 Jun 2022	O2 Bottles Replaced Status: On Hold	Glynis Treuer

Due Date	Action Title	Owner
14 Jun 2022	Insurance Cover for Associate Members Status: Completed on 11 May 2022	Les Pepper
14 Jun 2022	To complete RSA & Approved Manager Courses Status: In Progress	Meggen Matthews-Frederick
14 Jun 2022	Sign Special Events Form Status: In Progress	Les Pepper
14 Jun 2022	Follow Up On Quotes Status: In Progress	Les Pepper
14 Jun 2022	Purchase new poster Status: Completed on 13 May 2022	Mick Slater
14 Jun 2022	Down pipe leaking Status: In Progress	Les Pepper
14 Jun 2022	Letter to Council - Patrol Shelter Status: Completed on 12 May 2022	Mick Slater
14 Jun 2022	Photo Board Status: In Progress	Mick Slater
14 Jun 2022	Cudgen SLSC Status: In Progress	Ted McCartney
9 Aug 2022	Send Radios for Service Status: On Hold	Mick Slater

LP - Hub Cafe: Breach of lease, business for sale, operating hours, new staff and way forward in future discussed.

To Do List discussed and updated:

LP - First Aid Training Equipment - Test to see if they fit in current cabinets, if not bigger ones need to be sourced.

MMF - State Refund - Meggen to follow up - Tim White has made contact with SLSNSW - George Shales, no reply yet.

SN - New First Aid Kit placed on Surf Guard.

GT - O2 Bottles being done on 17.06.2022.

LP - Associate Members are covered by insurance.

MMF - RSA + Licensee Course done, just need to do Advanced Licensee Course.

GF - LP signed Special Event Form after last meeting.

LP - Quotes and Plans have been received. DA application to be lodged.

MS - Poster replacement - Unable to buy but found them on website and will print and display.

LP - Fix downpipe - Have materials and will repair when able pending weather.

LP - Patrol Shelter update given.

MS - Photo Board - In progress.

MS - Cudgen SLSC Stay at Club - Letter from Club received. However, TM informs meeting Club no longer interested. MS to make contact and confirm.

MS - SLSNSW has issued approved servicing locations - Radios will now be forwarded.



Contact Scott McCartney - Cudgen SLSC

Confirm if Cudgen SLSC still attending WSLSC as per letter.

Due Date: 12 Jul 2022

Owner: Mick Slater



Check size of First Aid Training Kits with Cabinets

SN, GT & LP to test size and report back to Committee.

Due Date: 12 Jul 2022

Owner: Sue Neil



O2 bottles replaced

Take empty bottles to dealer to swap for full ones.

Due Date: 12 Jul 2022

Owner: Glynis Treuer



State refund

Follow up refund from State with SLSNSW.

Due Date: 12 Jul 2022

Owner: Meggen Matthews-Frederick



Complete Advanced Licensee Course

Complete course.

Due Date: 12 Jul 2022

Owner: Meggen Matthews-Frederick



DA Application

Complete and submit DA Application to CHCC for toilet.

Due Date: 9 Aug 2022

Owner: Mick Slater



Downpipe

Fix leak.

Due Date: 12 Jul 2022

Owner: Les Pepper



Posters

Print, laminate and display posters.

Due Date: 9 Aug 2022

Owner: Mick Slater



Radios

Send radios to authorised repairer for service.

Due Date: 12 Jul 2022

Owner: Mick Slater



Photo Board

Produce photo board re: committee.

Due Date: 9 Aug 2022

Owner: Mick Slater

3. Junior Activity Reports

3.1 Junior President

Not present. LP - attended Junior Committee meeting last week and presented following information:

Registration Dates: 17 September 2022 & 8 October 2022

Start Date: 9 October 2022

Xmas Break Date: 18 December 2022 (TBC) - Hiring Big Banana for Fun Day.

Restart Date: 8 January 2023

Inter-Branch Dates: 2 - 4 December 2022 @ Shelley Beach.

3.2 Junior Club Captain

Nothing to report.

3.3 Junior Fundraising

Arrived late. confirmed information provide by LP.

Committee still working out proficiency dates and location due to Woolgoolga Pool closure.

Club has received 5 x foamie boards, still waiting on 2 x fibreglass boards.

Committee approached Seaview Tavern for sponsorship and to conduct raffles there due to the new procedure at Moonee Beach Hotel whereby Club would possibly do raffles there 2 times per month at best. More details to follow.

Registrar view only access to bank account mentioned again - LP to attend BCU.



Attend BCU

To see if Registrar can obtain view-only access.

Due Date: 12 Jul 2022

Owner: Les Pepper

3.4 Director Finance

DOF - JE - Tendered financial report.

4. Board Reports

4.1 President

LP: Follow up re: toilet quotes and received, DA can now be submitted. SLSNSW funding is to follow no details at this stage. Vaccination Policy to remain at this stage which means un-vax members can go to State Conference in Sydney.

4.2 Vice President

BW - Nothing to Report. Apologies for AGM will be away. Fans used in boats discussed and the need to investigate new industrial fans instead of common house fans due to safety concerns.



Investigate industrial fans

Investigate industrial fans.

Due Date: 12 Jul 2022

Owner: Ian Thorncroft

4.3 Director Administration

Presented Awards to BW + TM + SN. SN to pass on Trevor Acason's Award. Correspondence to CHCC re: patrol shelter. The Annual Fire Safety Statement has been completed and submitted. Also, corresponding with solicitor re: Hub Cafe.

4.4 Director Finance

JE - Tendered financial reports. Memberships discussed. LP - Surf Guard details need to be updated ie: email address', as correspondence has not been received due to wrong address being recorded.



Memberships presented

Membership forms presented

Decision Date: 14 Jun 2022

Mover: John Eyles

Seconder: Ted McCartney

Outcome: Approved

4.5 Director Lifesaving

BS - Nothing to report.

4.6 Director Training & Assessment

SN - 18 June 2022 - Up skilling Bronze Medallion Trainers in First Aid 09:00am start. Pre-season Meeting to be held 11 September 2022 at Woolgoolga SLSC. 25 June 2022 - ART Course. Branch courses will be going back through CTO's as nobody is using Branch website. Trainers Course to held DTBF.

4.7 Director Surf Sports

MMF - Nothing to report

4.8 Director Youth

PM - Nothing to report.

5. Other Reports

5.1 Education

GT - 6 x members completed IRB Crews course. 2 x members have signed up to do IRB Drivers course. Emily Burgess (EB) and MS have been asked to assist. EB recommended to do Trainers Course.

5.2 Boat Captain

MMF - The 'Come n Try' day was postponed to another day due to big surf. IT & GF are still chasing the RSL & Toyota Sponsorships.

5.3 First Aid

GT - New first aid kit has been received.

5.4 Registrar

TM - Nothing to report.

5.5 Communication

SLSNSW has communicated approved dealer to have radios serviced. Therefore, they will be packaged and sent for servicing.

5.6 Board & Ski

Not present.

5.7 Silver Salties



Course payments

Move to pay 16 x Silver Salties for Level 1 Food Safe Handling Course + 4 x Silver Salties for RSA.

Decision Date:	14 Jun 2022
Mover:	Colin Morley
Seconder:	Geyne Feeney
Outcome:	Approved

CM - Funding courses for SS out of their monies. Sign written thermometer for fund raising total and placement discussed (not to be placed on outside of building). Food type covered. Risk assessment conducted on Boaties event - Food handling and RSA courses to be completed. Father & sons day went off well. Permission sought to use SS funding to cover cost of Level 1 - Food Handling + RSA Courses for SS members. WSLSC Silver Salties chosen to participate in a promotional video with SLSNSW.

5.8 Social Committee

MMF - After consultation its been decided Friday Nights would be more suitable to hold these events with the first being a Trivia Night on 12 August 2022. A menu has been discussed with the SS and Rachel Kee's Chefs. It will be a ticketed event seating 8/table. Cost/Head TBA pending cost of food/drink requirements.

LP - Awards of Excellence Night cost the Club approximately \$10,000. Food/drinks - \$5,000 & Awards - \$5,000.

5.9 Gear Steward

LP - IRB motors to be taken into Coffs for servicing. Radios to be sent for servicing to Foster.



IRB Motors to Coffs

Transport to Coffs for servicing.

Due Date: 9 Aug 2022

Owner: Les Pepper



Radios servicing

Package & send radios for servicing.

Due Date: 9 Aug 2022

Owner: Mick Slater

6. Branch

6.1 Meeting 18.05.2022

LP - State Conference 22 - 23 July 2022. Accommodation from 21 - 22 July 2022 for NC Branch.
GT - IRB course compensation for fuel discussed. LP - Club Affiliation for Branch needs to be done by 15 June 2022. LP - Branch Dinner on 16 July 2022, 6pm, Coffs Harbour Surf Club discussed with nominations from Club Members taken.

7. General Business

7.1 Jon Lowe - 24 Hour Row

GF - All monies go to Got You For Life Charity event to be run by Jon and Geyne.



Club participation in Event

Jon & Geyne to facilitate event.

Decision Date: 14 Jun 2022

Mover: Geyne Feeney

Seconded: Meggen Matthews-Frederick

Outcome: Approved

7.2 North Coast Boat Series

GF - Dates will be set for NCBS carnival on Friday 17 June 2022.

7.3 New Bus

AS - Buying a new bus had been discussed in previous meetings so where is that up to. LP - Not in near future due to cost.

7.4 AGM

AS - Can AGM be zoomed on the night to allow Members not able to be present to be part of the meeting. Method of conducting a secret ballot discussed. LP to follow up with SLSNSW.



AGM zoomed

LP - To follow up with SLSNSW.

Due Date: 12 Jul 2022

Owner: Les Pepper

7.5 Dave Tierney Event

AS - What happen to the event in respect for Dave Tierney. LP - His wife Susan made the decision not to go ahead with the event. AS - but the Club could still do something. Discussions followed which resulted in questions about other past members - Bill Staff and Peter Brown. LP - If AS & GF can come up with an event that pays tribute to these and other past members the Committee will support it.



Event to pay tribute to past members

AS & GF to come up with an event to pay tribute to all past members of WSLSC.

Due Date: 9 Aug 2022

Owner: Alan Stenning

7.6 Member's Opening Event

SN - When will a Member's Opening Day be held. LP - The Club has been waiting for COVID - 19 restriction to finish and now they have an event of this nature can be planned.

7.7 State Conference Attire

It would be nice to see all Members attending the State Conference wearing the same shirt with club emblem. Discussions followed as event date is fast approaching and there is not much time to organise them and have them arrive in time. SN & GT to organise.



Club Shirts for SC

SN & GT to organise shirts for State Conference.

Decision Date: 14 Jun 2022

Mover: Sue Neil

Seconder: Glynis Treuer

Outcome: Approved

8. Close Meeting

8.1 Close the meeting

Next meeting: General Meeting - 12 Jul 2022, 7:00 pm

New Actions raised in this meeting

Item	Action Title	Owner
2.1	Contact Scott McCartney - Cudgen SLSC Due Date: 12 Jul 2022	Mick Slater
2.1	Check size of First Aid Training Kits with Cabinets Due Date: 12 Jul 2022	Sue Neil
2.1	O2 bottles replaced Due Date: 12 Jul 2022	Glynis Treuer

Item	Action Title	Owner
2.1	State refund Due Date: 12 Jul 2022	Meggen Matthews-Frederick
2.1	Complete Advanced Licensee Course Due Date: 12 Jul 2022	Meggen Matthews-Frederick
2.1	DA Application Due Date: 9 Aug 2022	Mick Slater
2.1	Downpipe Due Date: 12 Jul 2022	Les Pepper
2.1	Posters Due Date: 9 Aug 2022	Mick Slater
2.1	Radios Due Date: 12 Jul 2022	Mick Slater
2.1	Photo Board Due Date: 9 Aug 2022	Mick Slater
3.3	Attend BCU Due Date: 12 Jul 2022	Les Pepper
4.2	Investigate industrial fans Due Date: 12 Jul 2022	Ian Thorncroft
5.9	IRB Motors to Coffs Due Date: 9 Aug 2022	Les Pepper
5.9	Radios servicing Due Date: 9 Aug 2022	Mick Slater
7.4	AGM zoomed Due Date: 12 Jul 2022	Les Pepper
7.5	Event to pay tribute to past members Due Date: 9 Aug 2022	Alan Stenning

Signature: _____

Date: _____