

Surf Life Saving Lower North Coast Branch Inc.
Minutes of General Committee Meeting
Held 2nd May 2011, at Black Head SLSC

The meeting was opened at 7:35pm with President Phil Spicer in the Chair.

Attendance:

Branch Officers

| | | | |
|---------------------|----------------|------------------------|---------------|
| President: | Phil Spicer | Dir of Education: | Stuart Small |
| Dir of Admin: | Jim Tyrpenou | Ass Dir of Lifesaving: | Brian Wilcox |
| Dir of Surf Sports: | Terry Aldridge | Dir of Finance: | Brett Willing |

Club Delegates

| | | | |
|-----|--------------------------------|-----|--------------------------------|
| CrH | Allan Davis and Steve Burgess. | F | Dave Keating and Dave Kernick. |
| TOB | Richard Everingham. | CaH | Paul Scott. |
| BH | Mike Bartlett. | PP | Kel McCredie. |

Visitors

Andrew Jones (SLSNSW).

Apologies: Bruce White, Julie Wilcox, John Quinn.

Motion: That the Apologies be accepted. **CARRIED**

Minutes of last Meeting: held 4th April 2011.

Business arising from the Minutes:

Motion: That the LNC Branch accepts the recommendation from SLS NSW to adopt the new water safety signs and beach safety flags. **CARRIED**

Motion: That the Minutes from 4th April 2011 be adopted. **CARRIED**

Reports

President

The written report submitted by the President was circulated prior to the meeting.

- Awards of Excellence – the President suggested to the meeting that the date for the Awards of Excellence be changed to 9 July 2011.

Motion: That the LNC Branch Awards of Excellence for 2010/2011 be held on Saturday 9 July 2011. **LAPSED**

Motion: That the LNC Branch Awards of Excellence for 2010/2011 be held on Saturday 18 June 2011, subject to availability of venue. **CARRIED**

- Annual General Meeting: to be held on Monday 1 August 2011, commencing at 7:00 pm, at Black Head SLSC. Terry Aldridge to organise catering.

Motion: That the report submitted by the President be accepted. **CARRIED**

Member Services

The written report submitted by the President was circulated prior to the meeting.

- *Recruitment and retention:* President, Phil Spicer, to liaise with local employers, such as McDonalds Restaurants, regarding flexible work hours for cadets.
- Presidents Dinner to be held at the Reef Restaurant, Forster on Tuesday 17 May 2011, at 7:00 pm. Club Presidents (or their delegate) and Branch Executive to attend.

Motion: That the report submitted by the President be accepted. **CARRIED.**

Administration

The list of Correspondence was circulated at the meeting.

Motion: That the Directors report as tabled be accepted.

CARRIED

Finance

The Reconciliation Reports for LNC Branch accounts for the month ended 31 March 2011 were circulated prior to the meeting, with the Reconciliation Reports for the month ended 30 April 2011 being circulated at the meeting.

Motion: That LNC Branch Life Members not be included in their Club's membership numbers for capitation purposes.

CARRIED

Motion: That Club Life Members not be included in their Club's membership numbers for capitation purposes.

CARRIED

Motion: That \$15,000 be added provisionally to the sinking fund at the meeting after the books are audited.

CARRIED

Uniforms: discussion on potential conflict regarding Newcastle Permanent sponsorship and proposed allocation of part of the DHL funding for the purchase of uniforms for the inter branch team. Phil to obtain copy of agreement with DHL.

Motion: That the Finance report as submitted be accepted.

CARRIED

Lifesaving

The written report submitted by the Director was circulated prior to the meeting.

- Board of Lifesaving meeting held on 28 April 2011 resolved to hold a Patrol Captains meeting on 4 September 2011, commencing at 9:30 am, at Black Head SLSC (*subject to availability*);
- SurfGuard course required for next season;
- *Quartered Cap review:* The Board of Lifesaving meeting was in favour of retaining the patrol cap;
- *Club of the Year:* concerns raised at Board of Lifesaving meeting regarding the Club of the Year as the criteria is yet to be finalised and sponsorship has not been secured for all of the prizes. Phil Spicer to send out the criteria for Club of the Year.
- *Proficiencies:* recommendation from the Board of Lifesaving meeting that all Clubs run their own proficiencies next season, with all Club proficiency dates to be advertised by Branch so that other Club members can attend: to be considered by the Board of Education on 18 May 2011.
- *Patrol Inspections:* minimum of four (4) to remain, in accordance with SLS NSW procedures.

Motion: That the Directors report as tabled be accepted.

CARRIED

Education

Verbal report presented to the meeting by the Director.

- Agenda for Board of Education meeting: to be held at Cape Hawke SLSC on 18 May 2011 at 7:00 pm – standard Education agenda plus:
 - Club of the year;
 - Proficiencies 2011/2012;
 - Trainer and Assessor Workshop;
 - Review of courses.
- Senior First Aid course to be held at Forster SLSC on 21 May 2011.

Motion: That the Directors verbal report be accepted.

CARRIED

Surf Sports

Verbal report presented to the meeting by the Director.

- Board of Surf Sports meeting to be held on 11 May 2011 at Black Head SLSC
- Level One Surf Coach course to be held at Crowdy Head SLSC on 2 – 3 July 2011;
- Level Two Surf Coach course: dates yet to be set for next season.

Motion: That the Directors verbal report be accepted.

CARRIED

Club Reports

- Crowdy Head:** written report circulated prior to the meeting. IRB and Bronze Medallion training courses set.
- Taree-Old Bar:** written report circulated prior to the meeting.
- Black Head:** verbal report submitted: Presentation: 11 June 2011; AGM 21 August 2011. Concern regarding GTCC approval for function centre.
- Forster:** written report circulated at the meeting: Presentation: 7 May 2011; AGM 26 June 2011.
- Cape Hawke:** written report circulated at the meeting: Presentation: 2 July 2011; AGM 23 June 2011 (to be confirmed).
- Pacific Palms:** verbal report submitted: Rock to Rock swim successful; IRB round 28 May 2011; Lowering of the Flags.

Motion: That the Club reports as tabled be accepted.

CARRIED

SLSNSW Support Officer

The written report submitted by the Support Officer was circulated prior to the meeting.

- *Quality Clubs* – Forster and Cape Hawke have now achieved Bronze level status;
- *Quality Clubs* – applications from Crowdy Head SLSC and Forster SLSC for Silver level submitted to SLS NSW;
- *SurfGuard*: end of season procedures – refer to SLSA Circular 68/2010-2011;
- *Audited Financial Reports*: Clubs to ensure that they are familiar with the SLS NSW Memo - Surf Club Financial Statements (released April 2010).

General Business

- **Crowdy Head SLSC:** review of assessment procedure required to encourage member retention. More flexibility required. Branch should be providing greater assistance to Clubs.
- **Forster SLSC:** dates for local surf carnivals should be planned so that they do not conflict with carnivals in nearby Branches (Crowdy Head carnival held on the same day as Scotts Head carnival in November 2010). Dave Kernick was advised by the Director of Surf Sports that the dates for LNC Branch carnivals were set well before MNC Branch carnival dates;
- **Brian Wilcox:** night operations
Motion: That LNC Branch support the recommendation from Far South Coast Branch that SLS NSW provide all equipment necessary for night operations. **CARRIED**
- **Brian Wilcox:** 500 watt PA system – approximate cost \$2,500
Motion: That LNC Branch purchase the 500 watt PA system as detailed at the meeting, at an approximate cost of \$2,500. **CARRIED**

Next Meeting

The next meeting will be held on Monday 4th July 2011, at Black Head SLSC, commencing at 7:30pm.

Close

There being no further discussion, the Meeting was closed at 9:35pm.

These minutes were adopted as a true and correct record of the General Committee Meeting of Surf Life Saving Lower North Coast Branch Inc. held 2nd May 2011 at Black Head SLSC.

Phil Spicer – Chairperson.