



**SURF LIFE SAVING
LOWER NORTH COAST BRANCH Inc.
BOARD MEETING
MINUTES**

LOCATION: Cape Hawke SLSC

DATE: Tuesday 2 February 2021 starting at 6.00pm

1. Chairperson opened the meeting at 6.00 pm

2. Attendance

- As per attendance sheet.

3. Apologies

- Apologies be accepted if applicable.

4. Minutes of the Previous Meeting.

Minutes from Board Meeting held 1 December 2020

Resolution 40-2020/21

Moved: Terry Aldridge

Seconded: Lorraine Morgan

That minutes from the Board meeting held 1 December 2020 be accepted.

Carried

5. Matters Arising from the Minutes

Nil

6. Reports

❖ President

- On Tuesday 26th January the Pacific Palms call-out team was once again called upon to attend an incident. LNC Duty Officer Nathan De Rooy and Trainee Duty Officer Jerrad Allen, along with LNC Support Operations members also attended. Emergency services were requested to conduct a search for a 17yo male visitor missing in the Sandbar area. Apart from our members, NSW Police, NSW Ambulance and the Westpac Life Saver Rescue Helicopter attended. Of particular interest we were able to utilise the WPac UAV to assist with the search, ably operated by Lindsay Ellis and Gavin Williams. Unfortunately for the family the youth was located by our Support Operations RWC members on the rocks at the north side of Cellito headland, deceased. This operation has had a significant impact on some members who attended, and the follow up of their welfare is of utmost importance over the next few months. The SLS Welfare Officer, Stacey Dun is assisting in this process.

This followed an incident involving an 83-year-old male at Bennetts Head a few days prior on Saturday 23rd January where Duty Officer Nathan De Rooy and members of Cape Hawke and Forster Clubs were called to look for the missing man who was later located deceased at the base of cliffs at Bennetts Head. Conditions were challenging and the search went late into the evening, demonstrating our commitment to our role as an emergency service agency.

There was also an incident on Saturday 16th January at north end Diamond Beach where

a 35yo male nearly drowned and was taken to Manning Base Hospital. This was attended by Duty Officer Nathan De Rooy, ALS life guards and Black Head SLSC members however he had been able to return to shore himself and was assisted by the public and Lifeguards on shore before being transported to hospital. These events highlight the importance of our call-out teams, our Support Operations members, our UAV Operations and our Duty Officers as well as the Police and other emergency services agencies in our community.

I congratulate all those involved in these important operations and the readiness of our members to jump into these roles under some of the worst circumstances.

- It is great to see our patrols going well and we have been so fortunate to have had good beach conditions for the large crowds of visitors over the holiday period which kept rescues to a minimum. Thank you to all of our patrolling members for their significant contribution over this very busy festive season and for backing up week after week to patrol your beach. Well done to the clubs who all have a growing membership which can only mean you are doing a great job of education, surf training, nippers, and social events for people to become involved in as members of your clubs.
- Thank you to Terry Aldridge and Black Head SLSC for running the Fast Five carnivals for our members to get some competition within their own branch when not much is happening across the state in Surf Sports.
- This Thursday 4th February at 6 pm we have the Junior Life Saver of the Year announcement at Cape Hawke SLSC. Thanks to all the clubs that nominated members and a big thanks to Lorraine Morgan and her team of interviewers for this important award in LNC Branch.

Hopefully these kids will go on to be great lifesavers in our clubs and follow the leadership development programs available over the years ahead.

- Tony has been working hard on producing Crown Lands leases for each club which is a very time-consuming task but very necessary to get it right for each club. He has also been working on a design for a new storage facility at Forster break wall near Marine Rescue.

We are hoping to combine our efforts with NSW Waterways and Marine Area Command Port Stephens for a storage and response facility that we will all share. This is a big project and a lot of work for Tony, and we are thankful that we have him and his experience as our LNC Branch Administration officer.

- After an extremely busy summer holidays I cannot stress more highly not to become complacent as most of the incidents in our area tend to happen from now until the season finishes.

Easter will likely be an extremely busy time on the coast during school holidays.

- It is important now to start thinking about your awards nights at the end of the season and making sure you recognise your members and the great role they perform in your club so that we keep them coming back, along with attracting new members. A big part of this is taking photos where possible of all aspects of Club life and we encourage you to not leave this until the end of the season.
- Thank you to the presidents of the clubs and your teams that make your clubs such a great place to be and keeping our communities safe at the beach.

Brian Wilcox
President

Resolution 41-2020/21

Moved: Nathan de Rooy

Seconded: Janne Moran

That the President's Report as tabled be accepted.

Carried

❖ Administration Officer

Agenda Items as listed;

1. Draft Lease between MidCoast Council and SLS LNC Branch Clubs. (Draft copy attached with schedules identifying title and location of Clubs on Crown Land.)

Resolution 42-2020/21

Moved: Janne Moran

Seconded: Terry Aldridge

That the recommendation as listed in the Agenda Item 1 relating to the proposed Lease with MidCoast Council be accepted.

Carried

2. Forster Harbour Emergency Facility. (Concept plans attached.)

Resolution 43-2020/21

Moved: Lorraine Morgan

Seconded: Nathan de Rooy

That the recommendation as listed in the Agenda Item 2 relating to Forster Harbour Emergency Facility be accepted.

Carried

Further discussion was held on having a more accessible facility at Crowdy Head for the Branch Support Operations equipment. It was decided that the disused slipway and attached building would be ideal in resolving concerns relating to access and maintenance.

Resolution 44-2020/21

Moved: Nathan de Rooy

Seconded: Janne Moran

That the Branch make representation to MidCoast Council as trustees of the Crown Land on which the slipway is located to make good the slipway and adjacent building to house the Branch Support Operations equipment.

Carried

3. Remote Rescue Devices – Letter seeking assistance from the Surf Lifesaving Foundation to fund the supply and installation of remote rescue devices. (Letter of approval from MidCoast Council and quote from Riverside Aluminum and Stainless.)

Resolution 45-2020/21

Moved: Terry Aldridge

Seconded: Lorraine Morgan

That the recommendation as listed in the Agenda Item 3 relating to the Remote Rescue devices be accepted.

Carried

❖ Director of Finance

Reports as listed;

1. Budget
2. Bank Transactions – Cash Management Account
3. Bank Transactions – Club Cheque Account
4. Bank Statements – Cash Management
5. Bank Statements – Club Cheque Account
6. Profit & Loss – Year to Date

Resolution 46-2020/21

Moved: Nathan de Rooy

Seconded: Lorraine Morgan

That the Finance Report as tabled be accepted.

Carried

	May	May	June	June	July	July	Aug	Aug	Sept	Sept	Oct	Oct	TOTAL	TOTAL
INCOME	Budget	Actual	Budget	Actual		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
Affiliation Fees											\$330.00		\$330.00	\$0.00
Branch Allocations	\$1,179.41		\$54.06		\$1,000.00	\$1,000.00	\$1,000.00		\$1,000.00				\$4,233.47	\$1,000.00
Capitation Fees													\$0.00	\$0.00
Donations					\$1,500.00								\$1,500.00	\$0.00
Grants			\$445.50										\$445.50	\$0.00
Insurance Refunds													\$0.00	\$0.00
Interest Received	\$12.81		\$66.80	\$66.15	\$50.30	\$12.44	\$52.72		\$51.84		\$36.88		\$271.35	\$78.59
Profit on Sale of Non-current Assets													\$0.00	\$0.00
Sponsorship			\$550.00				\$29,500.00					\$27,500.00	\$30,050.00	\$27,500.00
Bank Transfer													\$0.00	\$0.00
TOTAL	\$1,192.22	\$0.00	\$1,116.36	\$66.15	\$2,550.30	\$1,012.44	\$30,552.72	\$0.00	\$1,051.84	\$0.00	\$366.88	\$27,500.00	\$36,830.32	\$28,578.59
EXPENSES														
Auditor's			\$2,054.40			\$2,057.00							\$2,054.40	\$2,057.00
Carnival Expenses	\$972.70						\$140.00						\$1,112.70	\$0.00
Computer Expenses	\$1,029.25	\$234.25			\$65.82	\$417.00					\$21.92		\$1,116.99	\$651.25
Development Camp					\$168.00	\$1,800.00	\$231.00						\$399.00	\$1,800.00
DHL Funding		\$699.68				\$699.68	\$11,194.96	\$12,396.30					\$11,194.96	\$13,795.66
Insurance			\$550.00							\$518.00			\$550.00	\$518.00
Inter Branch Team	\$163.90						\$658.00						\$821.90	\$0.00
Jet Ski Expenses	\$1,130.00	\$231.80	\$304.67		\$2,785.40	\$2,633.48	\$1,119.79	\$4,745.98		\$19.80	\$188.26	\$710.15	\$5,528.12	\$8,341.21
Motor Vehicle Expenses				\$19.80		\$1,020.29			\$25.81				\$25.81	\$1,040.09
Officials & Meeting Expenses					\$1,460.40	\$389.55	\$2,013.58	\$534.80	\$39.90				\$3,513.88	\$924.35
Presentation & Award Dinners					\$2,881.50								\$2,881.50	\$0.00
Printing, Stationery & Postage			\$93.50		\$179.50	\$394.00				\$643.25		\$158.00	\$273.00	\$1,195.25
Rent													\$0.00	\$0.00
Repairs & Maintenance													\$0.00	\$0.00
Telephone	\$20.00		\$20.00		\$20.00	\$75.00	\$20.00	\$75.00	\$25.00	\$25.00	\$50.81	\$25.00	\$155.81	\$200.00
Training tools, Competition & Patrol Equipment	\$593.95								\$207.00	\$294.42	\$900.00	\$60.00	\$1,700.95	\$354.42
Trophies & Prizes					\$1,500.00	\$2,106.70	\$90.00				\$1,910.08		\$3,500.08	\$2,106.70
Uniforms														
	\$3,909.80	\$1,165.73	\$3,022.57	\$19.80	\$9,060.62	\$11,592.70	\$15,467.33	\$17,752.08	\$297.71	\$1,500.47	\$3,071.07	\$953.15	\$34,829.10	\$32,983.93
NET PROFIT	-\$2,717.58	-\$1,165.73	-\$1,906.21	\$46.35	-\$6,510.32	-\$10,580.26	\$15,085.39	-\$17,752.08	\$754.13	-\$1,500.47	-\$2,704.19	\$26,546.85	\$2,001.22	-\$4,405.34
Open Balance	\$2,122.74	\$2,122.74	-\$594.84	\$957.01	-\$2,501.05	\$1,003.36	-\$9,011.37	-\$9,576.90	\$6,074.02	-\$27,328.98	\$6,828.15	-\$28,829.45	\$4,123.96	
Balance CWFD	-\$594.84	\$957.01	-\$2,501.05	\$1,003.36	-\$9,011.37	-\$9,576.90	\$6,074.02	-\$27,328.98	\$6,828.15	-\$28,829.45	\$4,123.96	-\$2,282.60	\$6,125.18	

	Nov	Nov	Dec	Dec	Jan	Jan	Feb	Feb	March	March	April	April	TOTAL	TOTAL
INCOME	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
Affiliation Fees	\$110.00				\$220.00	\$110.00							\$330.00	\$110.00
Branch Allocations	\$11,839.05		\$4,992.38	\$8,197.13							\$774.89		\$17,606.32	\$8,197.13
Capitation Fees						\$5,813.90			\$8,123.50		\$2,348.50		\$10,472.00	\$5,813.90
Donations													\$0.00	\$0.00
Grants		\$8,197.13									\$10,176.00		\$10,176.00	\$8,197.13
Insurance Refunds													\$0.00	\$0.00
Interest Received	\$22.82		\$24.06	\$10.84	\$24.06		\$23.24		\$18.98		\$23.88		\$137.04	\$10.84
Profit on Sale of Non-current Assets		\$2,921.94											\$0.00	\$2,921.94
Sponsorship				\$4,897.79									\$0.00	\$4,897.79
GST		\$2,465.00											\$0.00	\$2,465.00
TOTAL	\$11,971.87	\$13,584.07	\$5,016.44	\$13,105.76	\$244.06	\$5,923.90	\$23.24		\$8,142.48		\$13,323.27		\$38,721.36	\$32,613.73
EXPENSES														
Auditor's													\$0.00	\$0.00
Carnival Expenses		\$276.00		\$491.48			\$379.50						\$379.50	\$767.48
Computer Expenses											\$41.95		\$41.95	\$0.00
Development Camp									\$222.39				\$222.39	\$0.00
DHL Funding						\$2,798.72							\$0.00	\$2,798.72
Insurance		\$1,547.33						\$503.02		\$820.00			\$1,323.02	\$1,547.33
Inter Branch Team	\$2,632.00		\$2,014.00					\$3,130.45		\$3,131.45			\$10,907.90	\$0.00
Jet Ski Expenses	\$134.00	\$783.12	\$308.33	\$333.63	\$1,202.24	\$997.90	\$344.61	\$52.47		\$447.34			\$2,488.99	\$2,114.65
Motor Vehicle Expenses			\$1,006.16	\$32.68		\$0.00			\$639.62		\$99.97		\$1,745.75	\$32.68
Officials & Meeting Expenses (Stipend)	\$1,850.57	\$40.00	\$1,860.92	\$120.00	\$105.12	\$80.00	\$405.00		\$1,246.00				\$5,467.61	\$240.00
Presentation & Award Dinners											\$1,200.00		\$1,200.00	\$0.00
Printing, Stationery & Postage	\$1,498.60		\$709.50						\$1,153.07		\$153.00		\$3,514.17	\$0.00
Rent					\$237.18								\$237.18	\$0.00
Repairs & Maintenance				\$33.42									\$0.00	\$33.42
Telephone	\$25.00	\$50.00	\$25.00	\$25.00	\$25.00	\$50.00	\$25.00		\$25.00		\$25.00		\$150.00	\$125.00
Training tools, Competition & Patrol Equipment	\$518.10	\$460.50	\$105.74	\$314.55	\$1,029.64		\$1,821.00		\$1,399.36		\$699.68		\$5,573.52	\$775.05
Trophies & Prizes				\$70.00							\$2,552.00		\$2,552.00	\$70.00
Uniforms	\$1,827.49			\$792.00		\$0.00							\$1,827.49	\$792.00
Suppoort Ops Expenses						\$98.46								
	\$8,485.76	\$3,156.95	\$6,029.65	\$2,212.76	\$2,599.18	\$4,025.08	\$2,975.11	\$0.00	\$8,371.38	\$0.00	\$9,170.39	\$0.00	\$37,631.47	\$9,296.33
NET PROFIT	\$3,486.11	\$10,427.12	-\$1,013.21	\$10,893.00	-\$2,355.12	\$1,898.82	-\$2,951.87	\$0.00	-\$228.90	\$0.00	\$4,152.88	\$0.00	\$1,089.89	\$23,317.40
Open Balance	\$6,125.18	-\$2,282.60	\$9,611.29	\$8,144.52	\$8,598.08	\$19,037.52	\$6,242.96	\$20,936.34	\$3,291.09	\$20,936.34	\$3,062.19	\$20,936.34	\$7,215.07	\$20,936.34
Balance CWFD	\$9,611.29	\$8,144.52	\$8,598.08	\$19,037.52	\$6,242.96	\$20,936.34	\$3,291.09	\$20,936.34	\$3,062.19	\$20,936.34	\$7,215.07	\$20,936.34	\$8,304.96	\$44,253.74

NPBS Club Cheque 982774207 Transactions									
SURF LIFE SAVING LOWER NORTH COAST BRANCH INCORPORATED									
For the period 28 November 2020 to 31 January 2021									
Date	Source	Description	Reference	Debit	Credit	Running Balance	Gross	GST	
NPBS Club Cheque 982774207									
Opening Balance				36,063.53	0.00	36,063.53	0.00	0.00	0.00
02 Dec 2020	Pavable Pavment	Pavment: Robert Chappell	Awards of Excellence	0.00	70.00	35,993.53	(70.00)	0.00	
02 Dec 2020	Pavable Pavment	Pavment: Roads & Traffic Authority	Jet Ski Trailer Reao - TD40TB	0.00	67.00	35,926.53	(67.00)	0.00	
02 Dec 2020	Pavable Pavment	Pavment: Roads & Traffic Authority	Jet Ski Trailer Reao - TF22EF	0.00	67.00	35,859.53	(67.00)	0.00	
02 Dec 2020	Pavable Pavment	Pavment: Robert Chappell	Gear Shed Maintain	0.00	33.42	35,826.11	(33.42)	0.00	
09 Dec 2020	Pavable Pavment	Pavment: Terrv Aldridge #54935162	Carnival Exøenses	0.00	49.63	35,776.48	(49.63)	0.00	
09 Dec 2020	Pavable Pavment	Pavment: WEX Australia	RWC Fuel	0.00	132.63	35,643.85	(132.63)	0.00	
09 Dec 2020	Pavable Pavment	Pavment: Terrv Aldridge #54935162	Stipend	0.00	120.00	35,523.85	(120.00)	0.00	
09 Dec 2020	Pavable Pavment	Pavment: DEAS Screenprinting	Officials Uniforms	0.00	792.00	34,731.85	(792.00)	0.00	
09 Dec 2020	Pavable Pavment	Pavment: Roads & Traffic Authority	Jet Ski Trailer Reao - TE21NZ	0.00	67.00	34,664.85	(67.00)	0.00	
09 Dec 2020	Pavable Pavment	Pavment: Terrv Aldridge #54935257	00000091	0.00	1.00	34,663.85	(1.00)	0.00	
09 Dec 2020	Bank Transfer	Bank Transfer from NPB Cash Mat 982774602 to NPBS Club Cheque 982774207		8,197.13	0.00	42,860.98	8,197.13	0.00	
18 Dec 2020	Pavable Pavment	Pavment: Pacific Palms SLSC	Carnival Exøenses	0.00	440.85	42,420.13	(440.85)	0.00	
30 Dec 2020	Pavable Pavment	Pavment: Lindsav Ellis	Drone Bracket	0.00	165.39	42,254.74	(165.39)	0.00	
30 Dec 2020	Pavable Pavment	Pavment: Brian Wilcox	Fuel LNC Vehicle	0.00	32.68	42,222.06	(32.68)	0.00	
30 Dec 2020	Bank Transfer	Bank Transfer from NPB Cash Mat 982774602 to NPBS Club Cheque 982774207		4,897.79	0.00	47,119.85	4,897.79	0.00	
30 Dec 2020	Pavable Pavment	Pavment: BOC limited	Oxvaen Medical Cvylinder	0.00	149.16	46,970.69	(149.16)	0.00	
30 Dec 2020	Pavable Pavment	Pavment: Brian Wilcox	Support Ops Phone	0.00	25.00	46,945.69	(25.00)	0.00	
04 Jan 2021	Pavable Pavment	Pavment: Janne Moran	Monthlv Stipend	0.00	80.00	46,865.69	(80.00)	0.00	
14 Jan 2021	Pavable Credit Note Refund	Pavment: Pacific Palms SLSC	Carnival Exøenses	440.85	0.00	47,306.54	440.85	0.00	
18 Jan 2021	Pavable Pavment	Pavment: Blackhead SLSC	DHL Uniform	0.00	699.68	46,606.86	(699.68)	0.00	
18 Jan 2021	Pavable Pavment	Pavment: WEX Australia	RWC Fuel	0.00	19.80	46,587.06	(19.80)	0.00	
18 Jan 2021	Pavable Pavment	Pavment: Telstra	Support Ops Phone	0.00	50.00	46,537.06	(50.00)	0.00	
18 Jan 2021	Pavable Pavment	Pavment: Cape Hawke SLSC	DHL Uniform	0.00	699.68	45,837.38	(699.68)	0.00	
18 Jan 2021	Pavable Pavment	Pavment: Taree Old Bar SLSC	DHL Uniform	0.00	699.68	45,137.70	(699.68)	0.00	
18 Jan 2021	Pavable Pavment	Pavment: Mat Caves Marine Services	RWC Repairs	0.00	123.85	45,013.85	(123.85)	0.00	
18 Jan 2021	Adjustment	Reconciliation adjustment		0.00	0.30	45,013.55	(0.30)	0.00	
26 Jan 2021	Pavable Pavment	Pavment: Pacific Palms SLSC	DHL Uniform	0.00	699.68	44,313.87	(699.68)	0.00	
26 Jan 2021	Pavable Pavment	Pavment: Nathan De Roov	Support Ops Meals	0.00	39.96	44,273.91	(39.96)	0.00	
26 Jan 2021	Pavable Pavment	Pavment: Pacific Palms SLSC	Support Ops Meals	0.00	58.50	44,215.41	(58.50)	0.00	
Total NPBS Club Cheque 982774207				13,535.77	5,383.89	44,215.41	8,151.88	0.00	
Closing Balance				44,215.41	0.00	44,215.41	0.00	0.00	
Total				13,535.77	5,383.89	8,151.88	8,151.88	0.00	

NPB Cash Mgt 982774602 Transactions									
SURF LIFE SAVING LOWER NORTH COAST BRANCH INCORPORATED									
For the period 28 November 2020 to 31 January 2021									
Date	Source	Description	Reference	Debit	Credit	Running Balance	Gross	GST	
NPB Cash Mgt 982774602									
Opening Balance				130,110.75	0.00	130,110.75	0.00	0.00	
30 Nov 2020	Receive Money	Newcastle Permanent		10.16	0.00	130,120.91	10.16	0.00	
07 Dec 2020	Receivable Payment	Pavment: Surf Life Saving NSW #54935049	INV-001	4,897.79	0.00	135,018.70	4,897.79	0.00	
09 Dec 2020	Bank Transfer	Bank Transfer from NPB Cash Mat 982774602 to NPBS Club Cheque 982774207		0.00	8,197.13	126,821.57	(8,197.13)	0.00	
30 Dec 2020	Bank Transfer	Bank Transfer from NPB Cash Mat 982774602 to NPBS Club Cheque 982774207		0.00	4,897.79	121,923.78	(4,897.79)	0.00	
31 Dec 2020	Receive Money	Newcastle Permanent		10.84	0.00	121,934.62	10.84	0.00	
15 Jan 2021	Spend Money	WEX Australia		0.00	19.80	121,914.82	(19.80)	0.00	
19 Jan 2021	Receivable Payment	Pavment: Cape Hawke SLSC #54935043	INV-0011	2,949.10	0.00	124,863.92	2,949.10	0.00	
19 Jan 2021	Receivable Payment	Pavment: Blackhead SLSC #54935042	INV-0005	110.00	0.00	124,973.92	110.00	0.00	
21 Jan 2021	Receivable Payment	Pavment: Taree Old Bar SLSC #54935047	INV-0012	2,864.40	0.00	127,838.32	2,864.40	0.00	
Total NPB Cash Mgt 982774602				10,842.29	13,114.72	127,838.32	(2,272.43)	0.00	
Closing Balance				127,838.32	0.00	127,838.32	0.00	0.00	
Total				10,842.29	13,114.72	(2,272.43)	(2,272.43)	0.00	

Bank Statement							
NPB Cash Mgt 982774602							
SURF LIFE SAVING LOWER NORTH COAST BRANCH INCORPORATED							
From 27 November 2020 to 27 January 2021							
Date	Description	Date imported	Reference	Reconciled	Source	Amount	Balance
27/11/2020	Opening Balance						\$121,913.62
27/11/2020		27/11/2020	SLS NSW:SLS LOWER NORTH CO	Yes	Bank Feed	\$8,197.13	\$130,110.75
30/11/2020		3/12/2020	INT-CREDIT THIS ACCOUNT	Yes	Bank Feed	\$10.16	\$130,120.91
7/12/2020		9/12/2020	SLS NSW:SLS LOWER NORTH CO	Yes	Bank Feed	\$4,897.79	\$135,018.70
9/12/2020		9/12/2020	IB TRANSFER TO 982774207 Trans RW	Yes	Bank Feed	-\$8,197.13	\$126,821.57
30/12/2020		1/01/2021	IB TRANSFER TO 982774207 DHL Fund	Yes	Bank Feed	-\$4,897.79	\$121,923.78
31/12/2020		1/01/2021	INT-CREDIT THIS ACCOUNT	Yes	Bank Feed	\$10.84	\$121,934.62
15/01/2021		16/01/2021	Wex Australia	Yes	Bank Feed	-\$19.80	\$121,914.82
19/01/2021		19/01/2021	SLS LNC Affiliation	Yes	Bank Feed	\$110.00	\$122,024.82
19/01/2021		19/01/2021	SLS LNC Capitation	Yes	Bank Feed	\$2,949.10	\$124,973.92
21/01/2021		21/01/2021	TAREE OLD BAR SL:Old Bar Surf Club	Yes	Bank Feed	\$2,864.40	\$127,838.32
	Closing Balance						\$127,838.32

Bank Statement							
NPBS Club Cheque 982774207							
SURF LIFE SAVING LOWER NORTH COAST BRANCH INCORPORATED							
From 27 November 2020 to 27 January 2021							
Date	Description	Date imported	Reference	Reconciled	Source	Amount	Balance
27/11/2020	Opening Balance						\$36,389.53
27/11/2020		27/11/2020	Telstra	Yes	Bank Feed	-\$50.00	\$36,339.53
27/11/2020		27/11/2020	Radio Branch Champ:TFR Wireless 2-	Yes	Bank Feed	-\$276.00	\$36,063.53
2/12/2020		3/12/2020	Awards of Exc:TFR Robert Chappell	Yes	Bank Feed	-\$70.00	\$35,993.53
2/12/2020		3/12/2020	Gear Shed Maint:TFR Robert Chappell	Yes	Bank Feed	-\$33.42	\$35,960.11
2/12/2020		3/12/2020	BPAY: 247353Service New South	Yes	Bank Feed	-\$67.00	\$35,893.11
2/12/2020		3/12/2020	BPAY: 247353Service New South	Yes	Bank Feed	-\$67.00	\$35,826.11
9/12/2020		9/12/2020	Officials Shirts:TFR DEAS Screenpr	Yes	Bank Feed	-\$792.00	\$35,034.11
9/12/2020		9/12/2020	Service NSW (Haymarket - Head Office) :	Yes	Bank Feed	-\$67.00	\$34,967.11
9/12/2020		9/12/2020	IB TRANSFER FROM 982774602 Trans R	Yes	Bank Feed	\$8,197.13	\$43,164.24
9/12/2020		9/12/2020	Stipend Oct/Nov/De:TFR Terry Aldri	Yes	Bank Feed	-\$120.00	\$43,044.24
9/12/2020		9/12/2020	RWC Fuel:TFR Wright Express PtyL	Yes	Bank Feed	-\$132.63	\$42,911.61
9/12/2020		9/12/2020	Outstand A/c:TFR Terry Aldridge	Yes	Bank Feed	-\$1.00	\$42,910.61
9/12/2020		9/12/2020	Carnival Costs:TFR Terry Aldridge	Yes	Bank Feed	-\$49.63	\$42,860.98
18/12/2020		1/01/2021	Carnival Expenses:TFR Pacific Palm	Yes	Bank Feed	-\$440.85	\$42,420.13
30/12/2020		1/01/2021	Fuel Nissan:TFR B & J Wilcox	Yes	Bank Feed	-\$32.68	\$42,387.45
30/12/2020		1/01/2021	BOC Gas : North Ryde, NSW	Yes	Bank Feed	-\$149.16	\$42,238.29
30/12/2020		1/01/2021	Support Ops Phone:TFR B & J Wilco	Yes	Bank Feed	-\$25.00	\$42,213.29
30/12/2020		1/01/2021	IB TRANSFER FROM 982774602 DHL Fu	Yes	Bank Feed	\$4,897.79	\$47,111.08
30/12/2020		1/01/2021	Drone Bracket:TFR Lindsay Ellis	Yes	Bank Feed	-\$165.39	\$46,945.69
4/01/2021		4/01/2021	Monthly Stipend:TFR Janne E Moran	Yes	Bank Feed	-\$80.00	\$46,865.69
8/01/2021		9/01/2021	PACIFIC PALMS SU:PPSLSC refund	Yes	Bank Feed	\$440.85	\$47,306.54
18/01/2021		19/01/2021	DHL Uniform:TFR Black Head Surf Li	Yes	Bank Feed	-\$699.68	\$46,606.86
18/01/2021		19/01/2021	DHL Uniform:TFR Cape Hawke SLSC	Yes	Bank Feed	-\$699.98	\$45,906.88
18/01/2021		19/01/2021	DHL Uniform:TFR Taree-Old Bar SLSC	Yes	Bank Feed	-\$699.68	\$45,207.20
18/01/2021		19/01/2021	BPAY: 23796TELSTRA CORPORATION	Yes	Bank Feed	-\$50.00	\$45,157.20
18/01/2021		19/01/2021	RWC Fuel:TFR Wright Express PtyL	Yes	Bank Feed	-\$19.80	\$45,137.40
18/01/2021		19/01/2021	RWC Repairs:TFR Mathew Caves Marin	Yes	Bank Feed	-\$123.85	\$45,013.55
26/01/2021		26/01/2021	Support Ops Meals:TFR Pacific Palm	Yes	Bank Feed	-\$58.50	\$44,955.05
26/01/2021		26/01/2021	DHL Uniforms:TFR Pacific Palms SLS	Yes	Bank Feed	-\$699.68	\$44,255.37
26/01/2021		26/01/2021	Support Ops Meals:TFR Nathan de Ro	Yes	Bank Feed	-\$39.96	\$44,215.41
	Closing Balance						\$44,215.41

Profit and Loss
SURF LIFE SAVING LOWER NORTH COAST BRANCH
For the period 1 May 2020 to 27 January 2021

Account **1 May 2020-27 Jan 2021**

Trading Income	
Affiliation Fees	600.00
Capitation Fees [43200]	15,323.00
First aid courses	(100.87)
Freight Charges	(14.00)
Fuel Reimbursement	280.97
Grants	8,128.42
Interest Received	841.21
Jet Ski	4,358.26
Other [41500]	0.01
Sale of patrol uniforms	(636.07)
Sponsorship	29,452.54
Training Courses	(486.18)
Total Trading Income	57,747.29

Cost of Sales	
DHL Funding to Clubs	12,721.52
Total Cost of Sales	12,721.52

Gross Profit **45,025.77**

Operating Expenses	
Accounting & audit fees	1,870.00
Bank Charges	(0.24)
Branch Carnival Expenses	185.25
Club disbursements grants	3,180.35
Competition Expenses	(136.36)
Computer Hardware [60720]	270.91
Computer Software	379.09
Council fees	59.55
Course meals	127.25
Duty Officer phone	113.64
Education resources	691.34
Floral Tributes	45.45
Fuel Management Fee	13.50
Gear shed repairs and maintena	30.38
Insurance	927.54
Insurance office bearers	471.00
Internet	212.95
Jet Ski No.1	67.00
Jet Ski No.2	134.00
Motor Vehicle	29.71
Motor Vehicle maintenance	72.72
Officials uniforms	720.00
Post box rental	87.27
Printing Postage & Stationery	728.42
Purchase Uniforms & Clothing	1,272.50
RWC equipment	5,087.05
RWC Fuel and Oil	852.45
RWC registration & insurance	1,467.57
RWC repairs and maintenance	1,836.84
Stipend Payments	218.18
Support Operations equipment	1,600.91
Support Operations Training	16.35
Trailer Maintenance	8.17
Trainers and assessors uniform	542.68
Training tools	54.55
Trophies & Prizes	63.64
Youth Development Camp	1,636.36
Total Operating Expenses	24,937.97
Net Profit	20,087.80

❖ Director of Life Saving

The December-January period has been extremely busy for not only our branch but the entire NSW coastline with visitors that don't typically visit coastal areas. I wish to congratulate all members for their hard work and effort over this period. The statistic below sums up the season so far.

Attendance: 101, 341

Rescues: 25

First Aid: 96

Preventative Actions: 609

Support Operations have seen an increase in responses and call outs compared to previous years. More noticeable was the 4-day period between Saturday Jan 23rd and Tuesday 26th 2021. Our Support Operations team and clubs had 3 searches over the 4 days. I am unable to comment further as 2 of these matters are now with the coroner. However, I'd like to thank and acknowledge the hard work of those that attended all the callouts for help.

I am still attending the Local Emergency Management Committee fortnightly over the holidays, which are now scaled back to monthly. All agencies that attend these meetings are grateful for gaining an insight into our organization and for the assistance provided to them at various times over the past 2 years.

We are still waiting for the new jetroll to be delivered and installed at the pontoon. Tony is doing a fantastic job communicating with the company and reporting back to the exec on this.

We have sustained significant damage to the ski that state office gifted us for the palms area. Initial investigations show that it is due to how the ski was being launched and recovered over the summer school holidays. This means that we are now short 1 RWC as the repairs will take a significant amount of time. The cost involved and timeframe will be discussed with the branch exec.

Reminder that all clubs should now have the board stands similar to Forster and Cape Hawke. This was a recommendation that came out of the Coroner findings from the Port Mac drownings a few years ago. It's now been over 12 months since SLSNSW communicated that these board stands should be at all clubs. If you do not have them, please look at purchasing them. They are to hold the board, a tube, flippers and a radio can be hung from them. Cape Hawke has a really good example of the stands.

Duty Officer roster for rest of the SLS season:

February - Jim Tyrpenou & Allan Davis

March – Dave Ellis

April – Brian Wilcox & Jerrad Allen

Nathan de Rooy
Director of Life Saving

Resolution 47-2020/21

Moved: Nathan de Rooy

Seconded: Terry Aldridge

That the Director of Surf Life Saving Report as tabled be accepted.

Carried

- A verbal report was then given by the Surf Life Saving Director concerning the Support Operations Jet Ski which recently suffered major damage. Matt Caves was consulted on the extent of damage and based on observations made during the school holidays it was determined that the Jet Ski had been incorrectly loaded and unloaded from the Jet Ski trailer, causing damage to the hull under the motor mount blocks. Given these circumstances the following resolution was adopted.

Resolution 48-2020/21

Moved: Nathan de Rooy

Seconded: Lorraine Morgan

That based on the above verbal report, the cost of repairs to damage on the Australian

Lifeguard Services Jet Ski caused by incorrect docking procedures by Life Guards during the school holidays be paid for by the Australian Lifeguard Services. **Carried**

Nathan De Rooy
Director of Life Saving

❖ Director Youth and Member Services

The nominees for the 2020/21 season are:

Sophia Blomgren	Cape Hawke SLSC
Luke Mc Neil	Cape Hawke SLSC
Hannah Carmichael	Forster SLSC
James Williams	Forster SLSC
Phoenix Austin	Pacific Palms SLSC

The interviews were held at both Black Head and Cape Hawke Surf Clubs and I would like to thank both clubs for their assistance. All the awards have been organised. The presentation will be held this Thursday 4th February, at 6.00 pm at the Cape Hawke Surf Club, all parents have been contacted regarding the presentation, also Mr Craig Fuller and Brett Will from The Newcastle Permanent will be both attending

Lower North Coast Nippers.

I have been visiting our Nipper Programs and I can say how wonderful all our Nipper Programs look on the beach and our Nippers seem to be having a great time as well. All Age Managers in their blue shirts, looking very professional with our Water Safety personnel in the regulation rashies.

It has been a concerning season for all with COVID 19 and I would like to thank all our Junior Activities Coordinators, Age Managers and their Assistants, parents and parent helpers, water safety and all our Nippers for all their hard work, patience and co-operation in adapting to the requirements of all the COVID restrictions placed. Well done everyone!!

Youth Opportunity Makers Workshop (15 to 17 years)

SLS NSW are still organising this Development Program with all of last season's juniors being contacted to attend this season. I will be informed who is going to attend as soon as this is organised. Apparently, everyone from our Branch are still keen to go, which is great.

2021 Lifesaving Development Camp

In 2021 Surf lifesaving will win its first Lifesaving Development Camp for surf lifesavers aged 16-21 years. This is a live-in program focusing on developing and enhancing the knowledge and skills of young people, while at the same time preparing them to take on more responsibility in their patrol teams, their own clubs, and the wider community. The program cost is \$250 for participants and \$100 for management, and the clubs will be in-voiced for this amount at the completion of the program. SLS NSW will be coordinating and covering the cost of travel, including flights, accommodation, meals and program collateral.

Active surf lifesavers who are aged between 16-21: Who hold a Bronze Medallion. Members who are proactive, keen to get stuck into award training, education and frontline lifesaving roles.

The Management team, again active lifesavers who are aged between 18 and 30 years. This team will be skilled communicators, keen educators and looking to support other young members enjoy their surf lifesaving journey.

Entries Close:

For Candidates, 22nd Feb 2021

For Management Team, 17th February 2021.

When and Where:

Sunday 4th April 2021 to 10th April 2021

Accommodation:

At the Sydney Lakeside Holiday Park Narrabeen and the program run out of the Narrabeen SLSC on the Sydney Northern Beaches

Applications are being sent to all our clubs for those who are interested in attending.

Resolution 49-2020/21

Moved: Lorraine Morgan

Seconded: Janne Moran

That the Director of Youth and Member Services Report as tabled be accepted. **Carried**

Lorraine Morgan

Director of Youth and Member Services

❖ Director of Surf Sports

LNC Carnival dates:

- Participation Carnival Taree Old Bar 6th March
- Registration 8.00 am events start at 8.45 am
- Kellie has notified officials
- Referee Kellie Connolly
- Flyer sent to clubs

Deputy Director Surf Sports - Kellie Connolly:

- 5 new officials completed online
- 2 new officials completed SS SLS NSW have been sent documents
- 13 renewals documents sent to SS SLS NSW
- 2 more officials waiting on papers to re-accredit
- Good turn-out of officials at Black Head SLSC Fast 5
- Contact Tony re Kellie's SurfGuard access -completed

Black Head SLSC Fast 5:

The event was well attended with competitors from Central Coast, Hunter, Lower North Coast, Mid North Coast and North Coast Branches attending.

General Business:

- Have emailed Narelle Duggan & Don Van Keimpema seeking support to have Battle of the Boats date locked in each year 2 weeks before State titles.
- Next Surf Sports meeting scheduled for weekend, if this cannot be arranged a Zoom meeting will be arranged.
- 2021 Battle of Boats 27th & 28th February at Pacific Palms have been postponed.

Ocean Swims:

- Rock 2 Rock 4th April 2021 Pacific Palms
- Club 2 Club 11th April Cape Hawke to Forster

Board Riding date TBA

Resolution 50-2020/21

Moved: Terry Aldridge

Seconded: Nathan de Rooy

That the Director of Surf Sports Report as tabled be accepted.

Carried

Terry Aldridge

Director of Surf Sports

❖ Director of Education

1. Training and education – courses are underway SRC, BM and IRB C with most completed or close to being done.
2. Priority; to run ARTC and FA before end season. Will contact clubs and get these happening. If required the academy will be engaged and candidates charged the \$70 unless they are PC or Call out crews as per earlier branch agreement.
3. SMAR planning discussions are happening no definite date as yet but given call outs of late Palms still a good option with possible use of Cellito in training.
4. Network meeting for State DoE's, Wednesday 27th. I missed the meeting
5. Meeting agenda included
6. Schedule for TOC will be sent to all clubs the course involves 6 online sessions and then submission of tasks each week and videos. My opinion a huge ask for volunteers in busy lives. I will send through access code to enrol to all clubs. They are running groups of about 22 candidates over Feb, March, April and May.
7. I have asked for face to face to be available.
8. Planning for a DoE Sydney based Network Forum 20th March.
9. BM Inductions ongoing offers not being followed up and all clubs have trainers who are compliant. So, we are covered.
10. Most TAFS have completed the re endorsement, those not done appear to have ceased to be TAFS by choice.
11. Assessing App only used for proficiencies to date, next support meet I have with Sam Jefferies will go over how BM, SRC etc. can be included.

Resolution 51-2020/21

Moved: Lorraine Morgan

Seconded: Janne Moran

That the Director of Education Report as tabled be accepted.

Carried

Janne Moran

Director of Education

❖ General Business

1. As indicated previously the Branch Support Operations group was involved in a number of events recently which unfortunately ended in tragic circumstances. In order to assist members in dealing with these event Stacey Dunn who is the Member Welfare Officer from SLS NSW will be running a Mental Health Day at Pacific Palms. Any Support Operation members who wish to attend should contact Michelle Ellis.

Resolution 52-2020/21

Moved: Nathan de Rooy

Seconded: Janne Moran

That Surf Life Saving Lower North Coast Branch support the Mental Health Day to be held at Pacific Palms Surf Life Saving Club.

Carried

2. The current computer being used by the Director of Surf Sports is approximately 12 years old and is struggling to adapt to current technology. On this basis it was decided that a new computer be purchased to replace the existing computer.

Resolution 53-2020/21

Moved: Terry Aldridge

Seconded: Janne Moran

That a new Surface Laptop computer be purchased to replace the existing Surf Sports

computer at a cost of no more than \$1,500.00.

Carried

❖ Next Meeting

Next Branch Board Meeting to be held on Tuesday 13 April 2020, at Cape Hawke SLSC starting at 6.00 pm.

❖ Close

Brian Wilcox

.....
Brian Wilcox - Chairperson



**SURF LIFE SAVING LOWER NORTH COAST BRANCH
EXECUTIVE MEETING ATTENDANCE SHEET**

Meeting: Board Meeting

Meeting Date: 2 February 2021

Chairperson: Brian Wilcox

Place/Room: Cape Hawke SLSC

NAME	POSITION	SIGNATURE
Brian Wilcox	President	<i>Brian Wilcox</i>
	Director of Finance	
Nathen de Rooy	Director of Life Saving	<i>N de Rooy</i>
Terry Aldridge	Director Surf Sports	<i>Terry Aldridge</i>
Lorraine Morgan	Director Youth and Member Services	<i>Lorraine Morgan</i>
Janne Moran	Director of Education	<i>Janne Moran</i>
Tony Summers	Branch Administration Officer	<i>Tony Summers</i>