



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

LOCATION: Cape Hawke SLSC

DATE: Tuesday 10 August 2021 starting at 6.00pm

1. Chairperson opened the meeting at 6.20pm

2. Attendance

- Brian Wilcox – Chairperson
- Terry Aldridge – Director Surf Sports
- Lorraine Morgan – Director of Youth and Member Services
- Nathan De Rooy – Director of Life Saving
- Suzanne Gerrish – Director of Education

3. Apologies

- Tony Summers – Administration Officer

4. Minutes of the Previous Meeting.

Resolution 01-2021/22

Moved: Terry Aldridge

Seconded: Terry Aldridge

That minutes from Board Meeting held 1 June 2021 be accepted as a true and accurate record of the meeting **Carried**

5. Matters Arising from the Minutes

- Nil

6. Reports

❖ President

- Newcastle Permanent sponsorship agreement coming up in the next few weeks for signing for another 3 years with a 2-year option.
- Branch Council meetings moving to Zoom platform to get greater attendance especially with the NSW Health restrictions in place.
- All portfolios to hold Zoom meetings prior to start of season and when required during the season.
- All portfolio meetings to provide an agenda for club representatives to discuss with their members prior to meetings being held so that feedback and decisions are representative of the club members.

Resolution 02-2021-2022

Moved Brian: Wilcox

Seconded: Lorraine Morgan

That the Presidents Report as tabled be accepted. **Carried**

❖ Administration Officer

Surf Life Saving Lower North Coast Branch Constitution - Section 29

Recent amendments have been made to the Surf Life Saving New South Wales (SLS NSW) Constitution which requires that those Clubs and Branches which are deemed to be small or medium, need only to have their financial statements reviewed by a Chartered or Certified Practising Accountant as may be required under the *Corporations Act 2001* and the Australian Charities and Not for Profit Commission Regulations.

Currently Section 29 of the current Surf Life Saving Lower North Coast Branch (the Branch) Constitution requires that a properly qualified auditor must be appointed at each Annual General Meeting to examine the financial dealings of the Branch in accordance with the *Corporations Act 2001*. Therefore, to reflect the amendments made to the SLS NSW Constitution, will require that Section 29 of the Constitution be altered.

As Section 29 is classified as a By-Law any amendments can be made by the Branch at any sanctioned Board meeting provided that due notice has been provided. Given these circumstances, it is recommended that Section 29 of the Branch Constitution be amended as follows:

(a) The Branch as deemed to be small to medium, shall appoint a qualified Chartered or Certified Accountant to conduct as a minimum a review of the Branch finances and produce those financial statements that meet with those that are required under the *Corporations Act 2002* and the Australian Charities and Not for Profit Commission, and further that the conduct of the Branch comply with those generally accepted principles, and/or any applicable code of conduct.

(b) The accounts of the Branch shall be examined by the Chartered or Certified Practising Accountant to include a profit and loss and/or any other account thought to be compliant with the regulations at the conclusion of each Financial Year.

Resolution 03-2021/22

Moved: Suzanne Gerrish

Seconded: Terry Aldridge

That Section 29 of the Surf Life Saving Lower North Coast Branch Constitution be mended and replaced with the following:

(a) The Branch as deemed to be small to medium, shall appoint a qualified Chartered or Certified Practising Accountant to conduct as a minimum a review of the Branch finances and produce those financial statements that meet with those that are required under the *Corporations Act 2002* and the Australian Charities and Not for Profit Commission, and further that the conduct of the Branch comply with those generally accepted principles, and/or any applicable code of conduct.

(b) The accounts of the Branch shall be examined by the Chartered or Certified Practising Accountant to include a profit and loss and/or any other accounts thought to be compliant with the regulations at the conclusion of each Financial Year. **Carried**

❖ Finance Reports

Reports as listed;

1. Updated Cash Flow Budget
2. Bank Statement – Club Cheque Account
3. Bank Reconciliation Report – Club Cheque Account
4. Bank Statement – Term Deposit Account
5. Bank Reconciliation Report – Term Deposit Account
6. Bank Statement – Cash Management Account
7. Bank Reconciliation Report – Cash Management Account
8. Bank Statement – Term Deposit (2) Account
9. Bank Reconciliation Report – Term Deposit (2) Account

10. Bank Statements – Club Debit Card Account
 11. Bank Reconciliation Report – Club Debit Card Account

INCOME	Nov		Dec		Jan		Feb		March		April		TOTAL	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
Affiliation Fees	\$110.00				\$220.00		\$550.00				\$774.89	\$110.00	\$880.00	\$110.00
Branch Allocations	\$11,839.05		\$4,992.38				\$11,040.00					\$0.00	\$17,606.32	\$0.00
Capitation Fees									\$1,527.00				\$12,567.00	\$0.00
Donations													\$0.00	\$0.00
Grants											\$10,176.00		\$10,176.00	\$0.00
Insurance Refunds													\$0.00	\$0.00
Interest Received	\$22.82		\$24.06				\$23.24		\$18.98		\$23.88		\$137.04	\$851.18
Profit on Sale of Non-current Assets													\$0.00	\$14,693.37
Sponsorship													\$0.00	\$0.00
GST													\$0.00	\$0.00
TOTAL	\$11,971.87	\$0.00	\$5,016.44	\$0.00	\$244.06	\$0.00	\$11,613.24	\$0.00	\$1,545.98	\$0.00	\$10,974.77	\$15,654.55	\$41,366.36	\$15,654.55
EXPENSES														
Auditor's														\$0.00
Bank Fees														\$0.31
Carnival Expenses							\$379.50						\$379.50	\$0.00
Computer Expenses											\$41.95		\$41.95	\$0.00
Development Camp									\$222.39				\$222.39	\$0.00
DHL Funding													\$0.00	\$570.00
Insurance									\$503.02		\$820.00		\$1,323.02	\$0.00
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		\$308.33		\$1,202.24		\$344.61		\$52.47		\$447.34		\$2,488.99	\$4,191.20
Motor Vehicle Expenses			\$1,006.16						\$639.62		\$99.97		\$1,745.75	\$668.32
Officials & Meeting Expenses (Stipend)	\$1,850.57		\$1,860.92		\$105.12		\$120.00		\$1,246.00				\$5,182.61	\$0.00
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	\$240.00
Repairs & Maintenance									\$25.00		\$25.00		\$0.00	\$211.80
Telephone	\$25.00		\$25.00		\$25.00		\$25.00						\$150.00	\$0.00
Training tools, Competition & Patrol Equipment	\$518.10		\$105.74		\$1,029.64		\$1,821.00		\$1,399.36		\$699.68		\$5,573.52	\$82.31
Trophies & Prizes											\$2,552.00		\$2,552.00	\$0.00
Uniforms	\$1,827.49												\$1,827.49	\$0.00
Support Ops Expenses														\$416.30
GST														\$623.00
	\$8,485.76	\$0.00	\$6,029.65	\$0.00	\$2,599.18	\$0.00	\$2,690.11	\$0.00	\$8,371.98	\$0.00	\$9,170.39	\$7,003.24	\$37,346.47	\$7,003.24
	\$3,486.11	\$0.00	-\$1,013.21	\$0.00	-\$2,355.12	\$0.00	\$8,923.13	\$0.00	-\$6,825.40	\$0.00	\$1,804.38	\$8,651.31	\$4,019.89	\$8,651.31
PROFIT														
Open Balance	\$6,125.18	\$13,198.64	\$9,611.29	\$13,198.64	\$8,598.08	\$13,198.64	\$6,242.96	\$13,198.64	\$15,166.09	\$13,198.64	\$8,340.69	\$13,198.64	\$10,145.07	\$13,198.64
Balance CWFD	\$9,611.29	\$13,198.64	\$8,598.08	\$13,198.64	\$6,242.96	\$13,198.64	\$15,166.09	\$13,198.64	\$8,340.69	\$13,198.64	\$10,145.07	\$21,849.95	\$14,164.96	\$21,849.95

INCOME	May		June		July		August		September		October		TOTAL	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
Affiliation Fees														
Branch Allocations	\$1,179.41		\$54.06	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00		\$1,000.00				\$330.00	\$0.00
Capitation Fees				\$1,500.00										\$0.00
Donations														\$0.00
Grants		\$0.00	\$445.50										\$445.50	\$0.00
Insurance Refunds														\$0.00
Interest Received	\$12.81		\$66.80	\$50.30	\$0.00	\$52.72	\$51.84		\$36.88				\$271.35	\$19.80
Profit on Sale of Non-current Assets					\$0.00									\$7,251.21
Sponsorship		\$7,251.21	\$550.00		\$945.48	\$29,500.00						\$0.00	\$30,050.00	\$945.48
Sale of Patrol		-\$2,308.95												-\$2,308.95
TOTAL	\$1,192.22	\$4,942.26	\$1,116.36	\$2,550.30	\$945.48	\$30,552.72	\$1,051.84	\$0.00	\$366.88	\$0.00	\$36,830.32	\$5,907.54		
EXPENSES														
Auditor's			\$2,054.40		\$1,720.40									\$2,054.40
Carnival Expenses	\$972.70					\$140.00								\$1,112.70
Computer Expenses	\$1,029.25	\$291.00		\$65.82		\$231.00				\$21.92				\$1,116.99
Development Camp				\$168.00										\$399.00
DHL Funding						\$11,194.96								\$11,194.96
Insurance		\$8,396.20	\$550.00		\$145.95									\$550.00
Inter Branch Team	\$163.90					\$658.00								\$821.90
Jet Ski Expenses	\$1,130.00	\$67.21	\$304.67	\$2,785.40	\$153.49	\$1,119.79			\$188.26				\$5,528.12	\$220.70
Motor Vehicle Expenses														
Officials & Meeting Expenses					\$15.95				\$25.81					\$25.81
Presentation & Award Dinners				\$1,460.40	\$274.00	\$2,013.58			\$39.90					\$3,513.88
Printing, Stationery & Postage				\$2,881.50	\$2,040.00									\$2,881.50
Rent			\$93.50	\$179.50	\$80.00								\$273.00	\$130.00
Repairs & Maintenance		\$187.96											\$0.00	\$0.00
Telephone	\$20.00	\$25.00	\$20.00	\$20.00	\$30.00	\$20.00			\$25.00				\$155.81	\$217.96
Training tools, Competition & Patrol Equipment	\$593.95				\$200.00				\$207.00					\$1,700.95
Trophies & Prizes														\$0.00
Uniforms				\$1,500.00		\$90.00							\$1,910.08	\$3,500.08
Bank Transfers			\$2,650.00		\$147.00									
	\$3,909.80	\$8,967.37	\$3,022.57	\$9,060.62	\$3,224.86	\$15,467.33	\$0.00	\$297.71	\$0.00	\$3,071.07	\$0.00	\$34,829.10	\$15,153.62	
PROFIT	-\$2,717.58	-\$4,025.11	-\$1,906.21	-\$6,510.32	-\$2,279.38	\$15,085.39	\$0.00	\$754.13	\$0.00	-\$2,704.19	\$0.00	\$2,001.22	-\$9,246.08	
Open Balance	\$2,122.74	\$21,849.95	-\$594.84	\$17,824.84	-\$2,501.05	-\$9,011.37	\$9,806.87	\$6,074.02	\$9,806.87	\$6,828.15	\$9,806.87	\$4,123.96	\$9,806.87	
Balance CWFD	-\$594.84	\$17,824.84	-\$2,501.05	-\$9,011.37	\$9,806.87	\$6,074.02	\$9,806.87	\$6,828.15	\$9,806.87	\$4,123.96	\$9,806.87	\$6,125.18	\$560.79	

Resolution 60-2020/21

Moved:

Seconded:

That the Updated Cash Flow Budget as tabled below be accepted.

Carried

Bank Statement						
NPBS Club Cheque 982774207						
SURF LIFE SAVING LOWER NORTH COAST BRANCH INCORPORATED						
From 1 May 2021 to 27 July 2021						
Date	Date imported	Reference	Reconciled	Source	Amount	Balance
1/05/2021						\$21,824.95
4/05/2021	4/05/2021	DHL Partnership:TFR Cape H	Yes	Bank Feed	-\$2,099.05	\$19,725.90
4/05/2021	4/05/2021	DHL Partnership:TFR Black H	Yes	Bank Feed	-\$2,099.05	\$17,626.85
4/05/2021	4/05/2021	DHL Distribution:TFR Taree-C	Yes	Bank Feed	-\$2,099.05	\$15,527.80
4/05/2021	4/05/2021	Print & Cartridge:TFR Lo	Yes	Bank Feed	-\$291.00	\$15,236.80
4/05/2021	4/05/2021	Manning Floods:TFR Jerrad A	Yes	Bank Feed	-\$187.96	\$15,048.84
12/05/2021	12/05/2021	DHL Uniform P/ship:TFR Pac	Yes	Bank Feed	-\$2,099.05	\$12,949.79
12/05/2021	12/05/2021	DHL Uniform P/ship:TFR Cro	Yes	Bank Feed	-\$2,099.05	\$10,850.74
26/05/2021	26/05/2021	Telstra	Yes	Bank Feed	-\$25.00	\$10,825.74
26/05/2021	26/05/2021	Duty Officer Phone:TFR Natha	Yes	Bank Feed	-\$67.21	\$10,758.53
28/05/2021	28/05/2021	SLS NSW:SLS LOWER NORT	Yes	Bank Feed	\$7,251.21	\$18,009.74
8/06/2021	8/06/2021	IB TRANSFER TO 539606508	Yes	Bank Feed	-\$2,650.00	\$15,359.74
8/06/2021	8/06/2021	Conference accomm:TFR Sur	Yes	Bank Feed	-\$144.00	\$15,215.74
8/06/2021	8/06/2021	Ink cartridges:TFR Ink n Tone	Yes	Bank Feed	-\$237.00	\$14,978.74
8/06/2021	8/06/2021	AoE prizes:TFR Surf Life Savir	Yes	Bank Feed	-\$145.95	\$14,832.79
11/06/2021	12/06/2021	WEXMPA BUS:WEXAUJST PT	Yes	Bank Feed	\$19.80	\$14,852.59
22/06/2021	29/06/2021	BPAY: 23796TELSTRA CORP	Yes	Imported	-\$25.00	\$14,827.59
25/06/2021	29/06/2021	Framed Skull Cap:TFR Surf L	Yes	Imported	-\$200.00	\$14,627.59
25/06/2021	29/06/2021	Printer toner:TFR Ink n Toner	Yes	Imported	-\$316.00	\$14,311.59
25/06/2021	29/06/2021	Award Frames:TFR AJ & MAS	Yes	Imported	-\$30.00	\$14,281.59
30/06/2021	30/06/2021	Awards of Excellence	Yes	Imported	-\$153.49	\$14,128.10
30/06/2021	30/06/2021	Computer Software	Yes	Imported	-\$2,040.00	\$12,088.10
1/07/2021	1/07/2021	Prep Finance Stats:TFR Collis	Yes	Bank Feed	-\$1,720.40	\$10,367.70
1/07/2021	1/07/2021	Awards Exec Prizes:TFR Coas	Yes	Bank Feed	-\$1,240.25	\$9,127.45
1/07/2021	1/07/2021	Decal Rescue Board:TFR Trin	Yes	Bank Feed	-\$50.00	\$9,077.45
2/07/2021	2/07/2021	SLS NSW:SLS LOWER NORT	Yes	Bank Feed	\$945.48	\$10,022.93
3/07/2021	4/07/2021	Conference Fuel:TFR Nathan	Yes	Bank Feed	-\$67.21	\$9,955.72
14/07/2021	14/07/2021	Australian Taxation Office	Yes	Bank Feed	-\$147.00	\$9,808.72
22/07/2021	23/07/2021	Pontoon alteration:TFR Rivers	Yes	Bank Feed	-\$2,700.00	\$7,108.72
23/07/2021	23/07/2021	SS Awards S/Print:TFR DEAS	Yes	Bank Feed	-\$165.00	\$6,943.72
						\$6,943.72

Bank Reconciliation Summary			
NPBS Club Cheque 982774207			
SURF LIFE SAVING LOWER NORTH COAST BRANCH INCORPORATED			
As at 27 July 2021			
Date	Description	Reference	Amount
27/07/2021	Balance in Xero		\$6,943.72
27/07/2021	Statement Balance		\$6,943.72

Bank Statement							
NPB Cash Mgt 982774602							
SURF LIFE SAVING LOWER NORTH COAST BRANCH INCORPORATED							
From 1 May 2021 to 27 July 2021							
Date	Description	Date imported	Reference	Reconciled	Source	Amount	Balance
1/05/2021	Opening Balance						\$17,988.48
31/05/2021		1/06/2021	INT-CREDIT	Yes	Bank Feed	\$0.76	\$17,989.24
	Closing Balance						\$17,989.24

Bank Statement							
Newcastle Permanent Term Deposit							
SURF LIFE SAVING LOWER NORTH COAST BRANCH INCORPORATED							
From 1 May 2021 to 27 July 2021							
Date	Description	Date imported	Reference	Reconciled	Source	Amount	Balance
1/05/2021	Opening Balance						\$254,170.79
	Closing Balance						\$254,170.79

Resolution 0?-2021/22

Moved:

Seconded:

That the Bank Statements and Reconciliation Reports as tabled above be accepted.

Carried

Profit and Loss						
SURF LIFE SAVING LOWER NORTH COAST BRANCH INCORPORATED						
For the month ended 31 July 2021						
	Jul-21	Jun-21	May-21	Apr-21	YTD	
Income						
Grants	\$0.00	\$0.00	\$67.00	\$0.00	\$67.00	
Interest Received	\$0.00	\$0.00	\$0.76	\$635.95	\$0.76	
Jet Ski	\$0.00	\$0.00	\$6,543.29	\$0.00	\$6,543.29	
Sale of patrol uniforms	\$0.00	\$0.00	\$0.00	\$11,449.38	\$0.00	
Water Safety	\$0.00	\$0.00	\$0.00	\$859.53	\$0.00	
Total Income	\$0.00	\$0.00	\$6,611.05	\$12,944.86	\$6,611.05	
Less Cost of Sales						
DHL Funding to Clubs	\$0.00	\$0.00	\$3,816.46	\$3,816.46	\$3,816.46	
Freight [51000]	\$0.00	\$15.95	\$0.00	\$0.00	\$15.95	
Total Cost of Sales	\$0.00	\$15.95	\$3,816.46	\$3,816.46	\$3,832.41	
Gross Profit	\$0.00	-\$15.95	\$2,794.59	\$9,128.40	\$2,778.64	
Plus Other Income						
Interest Income	\$0.00	\$0.00	\$0.00	\$215.23	\$0.00	
Total Other Income	\$0.00	\$0.00	\$0.00	\$215.23	\$0.00	
Less Operating Expenses						
Accounting & audit fees	\$1,564.00	\$0.00	\$0.00	\$0.00	\$1,564.00	
Awards and examinations	\$0.00	\$118.18	\$0.00	\$0.00	\$118.18	
Bank Charges	\$0.00	\$0.00	\$0.00	\$0.31	\$0.00	
Branch presentation night [671	\$0.00	\$1,854.55	\$0.00	\$0.00	\$1,854.55	
Club disbursements grants	\$0.00	\$0.00	\$0.00	\$518.18	\$0.00	
Computer Hardware [60720]	\$1,816.36	\$0.00	\$0.00	\$264.55	\$1,816.36	
Depreciation [60901]	\$0.00	\$0.00	\$0.00	\$1,235.56	\$0.00	
Duty Officer phone	\$0.00	\$22.73	\$22.73	\$0.00	\$45.46	
Motor Vehicle Fuel & oil	\$61.10	-\$18.00	\$0.00	\$0.00	\$43.10	
Printing Postage & Stationery	\$45.45	\$711.81	\$0.00	\$0.00	\$757.26	
Registration Fees	\$0.00	\$0.00	\$0.00	\$545.45	\$0.00	
RWC equipment	\$2,454.55	\$139.54	\$0.00	\$3,680.00	\$2,594.09	
RWC Fuel and Oil	\$0.00	\$0.00	\$61.10	\$0.00	\$61.10	
RWC repairs and maintenance	\$0.00	\$0.00	\$0.00	\$350.87	\$0.00	
Support Operations equipment	\$0.00	\$0.00	\$0.00	\$22.73	\$0.00	
Trailer registration & insuran	\$0.00	\$0.00	\$0.00	\$416.30	\$0.00	
Travel/Accommodation-Meetin	\$0.00	\$0.00	\$130.91	\$0.00	\$130.91	
Trophies & Prizes	\$150.00	\$1,127.50	\$0.00	\$0.00	\$1,277.50	
Total Operating Expenses	\$6,091.46	\$3,956.31	\$214.74	\$7,033.95	\$10,262.51	
Net Profit	-\$6,091.46	-\$3,972.26	\$2,579.85	\$2,309.68	-\$7,483.87	

Resolution 04-2021/22

Moved: Nathan De Rooy

Seconded: Suzanne Gerrish

That the Financial Reports and Updated Profit and Loss Report as tabled above be accepted. **Carried**

❖ Director of Life Saving

Agenda Item

Report Submitted by: Nathan de Rooy

Title: Support Operations Induction

Attachments: Induction Package

1) Summary

Since becoming an emergency service, SLS LNC Branch, have been setting a gold standard for other regional Branches in NSW. However, there is one area that is deficient and that is the annual distribution of an induction package for both new and existing Support Operation Members. Although we are competent in most areas there is always room to grow and improve.

2) Background

During the SAREx, Duty Officer Dave Ellis discussed with SDO Jackson how Sydney branches communicate with their Support Operations Members on how to ensure that each season they set high professional standards and encourage new members to join. It was after this discussion that SDO Jackson forwarded a copy of an induction package, which has now been reviewed and adjusted by the Branch DoL, as well as being peer reviewed by the Branch Administration Officer.

3) Previous Resolution

Nil

4) Issues to be considered

Nil

5) Risk

By not having an induction program, the Branch risks putting duty officers into situations whereby their actions may be considered as unprofessional conduct. Currently, for example a Duty Officer maybe working alone and without the support of the induction package not realise they may have compromised themselves under the SLS NSW Lifesaving SOP's. This document, when circulated to each member every year will act as an indemnity for the Board and ensure that each Support Operations Member is acting in a professional manner expected in Surf Life Saving operations.

6) Financial Considerations

The only outlay would be the printing costs which should be negligible as the Branch has access to its own printer.

7) Recommendation

That the Support Operations Induction Package be adopted and annually be distributed both digitally and in hard copy to all existing and new Support Operation Members. And

further to ensure compatibility with any changes or upgrades in SOP's the package be reviewed annually by LNC DoL and either the LNC President or LNC Administration Officer.

Resolution 05-2021/22

Moved: Nathan De Rooy

Seconded: Susanne Gerrish

That the Support Operations Induction Package as tabled be held over until the newly appointed Board Officers have had an opportunity to review and make comment on the Package.

It was further resolved that the following be Officers be:

1. Assistant Director of Life Saving – Julie Wilcox.
2. UAV Co-Ordinator – Lindsay Ellis.
3. RWC Co-Ordinator – Brendan Guiney.

Carried

Key Objectives for 2021-2022 Season

- Develop standard operating documents for reporting in an EOC.
- Attend SLS NSW portfolio meetings and report back to clubs.
- Oversee RWC, UAV and Duty officer rosters and development of such on Deputy.
- Follow up on FRRR grant and purchase of equipment where required.

Nathan De Rooy

Director of Life Saving

❖ Director Youth and Member Services

Key Objectives do 2021-2022 Season

- New Member Induction document for clubs to personalise and use.
- JLOTY and YOMS dates for interviews and applications.
- Zoom meeting for all clubs to attend, Member Services Junior Activities Co-ordinators prior to season start.
- Member recognition and award document for clubs to use and to make navigation of this easier.
- Investigate joining with Central Coast Branch for Junior Development Camp.
- Attend SLS NSW portfolio meetings and report back to clubs.

Lorraine Morgan

Director Youth & Member Services

❖ Director of Surf Sports

Key Objectives for the 2021-2022 Season

- Introduction of competition events back into clubs, like swim, board, ski as a point score within their club.
- Fast Five carnivals to be further expanded and held every couple of weeks, organised. by the Director of Surf Sports and held at various clubs during the 2021-2022 season.
- Oversee the running at least one Surf Sports Officials course.
- No surf sports events be held until restrictions lifted by NSW Health.

Resolution 06-2021/22

Moved: Terry Aldridge

Seconded: Lorraine Morgan

That the following Officers be appointed for the 2021-2022 Season:

- Gear Stewart - Rob Chappell.
- Officials Liaison Officer – Kelly Connolly.
- Inter-Branch Team Manager – Cathy Boag.

Carried

Terry Aldridge

Director of Surf Sports

❖ Director of Education

Firstly, I need to thank Janne for being there for me and helping me along with my L Plates.

We have had numerous meetings and coffee and she is such a wonderful source of information. We even caught up with Judy Spicer last week and poor woman was bombarded with questions from me – and Janne’s cupcakes.

Pre-Season PD Day has been scheduled for Sunday, August 15th at Black Head Surf club and an invitation sent to all LNC DoE’s.

There are a few changes in the 2021 HLT deliveries and they will be the main structure of the day.

My skill set in Surfguard is minimal (non-existent really) so I thought it easier to send emails to all clubs education sector and ask them to forward on the information, requesting confirmation as soon as possible so I can arrange catering etc.

This has been rather a slow process so far.... I have 4 x RSVP so far and most are Forster!

I don’t want to lose any TAFs due to the confusion in the new delivery so I hope we can make Sunday easy for them to follow.

Jim Wills was invited to speak on ABC Nth Coast on 15th July entitled “How to become a LifeSaver.”

It was a great interview and Jim encouraged listeners to come on down and have a go and really promoted SLS and how it is such a wonderful and family friendly way to give back to the community and gain life skillsets.

I aim to encourage people, through emails to the DoE’s, to upskill and also become trainers for their clubs without feeling they are under pressure to constantly train.

The more TAF’s we can utilise, the more we can spread the load on TAF’s to be constantly training.

My education aim this season is to try to establish at least 3 main branch courses for:

1. Silver Med Beach Management.
2. SMAR’s.
3. Gold Medallion – of which I have already had enquiries from 4 willing participants
4. Remote 1st Aid.

I feel that we have such a extended area from Crowdy to Pac Palms with a lot of remote bushland and isolated beaches in-between clubs, that Remote 1st Aid would benefit LNC – especially for call out teams and responders.

Key Objectives for the 2021-2022 Season

- Upgrade all TAFs for the coming season.
- Co-ordinate with Dir. Lifesaving regarding Skills maintenance for members.
- Develop Education calendar for the season and disseminate to clubs.
- Attend SLSNSW portfolio meetings and report back to clubs.

Resolution 07-2021/22

Moved: Susanne Gerrish

Seconded: Nathan De Rooy

That the following Officers be appointed for the 2021-2022 Season:

- Assistant Director of Education – Janne Moran.
- Education Officer – Ross Blowers.
- Registrar and Education Officer - Bernadette Nicholson.

Carried

**Suzanne Gerrish
Director of Education**

❖ General Business

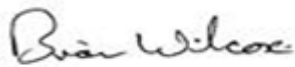
Nil

❖ Next Meeting

Tuesday 5 October starting at 6.00pm at Cape Hawke Surf Life Saving Club.

❖ Close

There being no further business the Chairperson declared the meeting closed at 7.30pm.



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Brian Wilcox - Chairperson