

NEWPORT SURF LIFE SAVING CLUB INC.

**MINUTES OF THE COMMITTEE OF THE NEWPORT NIPPERS HELD AT
47 QUEENS PARADE, NEWPORT
Thursday, 6th October, 2011**

Meeting opened at 7:30pm

1. In Attendance:

Peter Finn, Rob Emerson, Kim Francis, Tim Francis, Dennis Fitzgerald, Tom Kellaway

2. Apologies:

James Brooks, Brett Budd, Lisa Brooks, Dorothea McAlpine

3. Confirmation of the Minutes of the previous meeting held 12th September, 2011 –
circulated and accepted as a true and accurate record of the meeting.

Moved: Peter Finn

Seconded: Tim Francis

Carried

4. Correspondence In:

- Membership Application – Ethan Fraser-Hill
- Junior Coaching Course Slide Material

5. Correspondence Out

- Rob to organise club's legal officer, Bill Washington, to issue a letter of demand/invoice to Aqua glide re jungle gym. **Peter Finn to detail all events/ correspondence and forward to Rob Emerson.**

6. Chairman's Report:

- New keys still to be issued to Geoff England (Gear Steward) and Nic Carroll.
Peter Finn
- WAC training held on 24th September followed by a start of the season BBQ for the age managers.
- Kim to email Peter age manager distribution list in a different format to last time.
- Second registration day also very successful.

7. Old Business /Previous Action Items:

Action Item / Task	Responsibility	Due
Raise an invoice for Crutchie for the meat he used for the Loreto bronze squad \$280. (July 2010)	Dennis	Sept 11
Follow up Xcel re board still not delivered & 1 faulty. (Apr 2011). James spoke to Shayne at Xcel and has been assured they are coming next week. If not received by the end of next week James to draft letter on behalf of Rob Emerson to Xcel.	James	Sept 11
Still waiting on the crate & jungle gym from Aqua glide. (May 2011). Legal action to be commenced.	Peter	Sept 11
Budget to be done for 2011/12 season.	Peter, Mark, Dennis	

8. General Business

- BBQ Coordinator position has been filled by Geoff and Steve Johnson. Dennis to meet with them to do handover.
- The position of Water Safety Officer is still vacant. **Tim Francis to put ad on web.** Tom suggested the boys from the Jones family might be interested. **Tom to speak to Gus Jones.**
- New BBQ price lists to be typed up and laminated with increases as listed.
 - Sausage sandwich \$2
 - Egg sandwich \$2
 - Sausage & Egg \$3
 - Bacon Sandwich \$3
 - Bacon & Egg \$4
 - The Works \$5
 - All Drinks \$2 (Soft Drink, Water)
- Peter advised we are going to trial selling coffees on Sunday through the chicken shop. We will have a walkie talkie to order coffees and they will bring them to the beach.
- Raffle of dolphin board to raise money for Tuesday training. James to manage U14's selling the tickets. Bev has loads of tickets we can use. Possibly only sell 300 tickets at \$5 each then draw the raffle? A different U14 member could sell tickets next to the BBQ each week.
- Capital Assets – a fair few boards are in need of repair / new handles. Land and Sea at Warriewood have said we can purchase spare parts for the boards. **Gear Steward / Peter Finn to follow up on repairs before commencement of season.**

- Board Allocation Agreements to be completed for the season. **James Brooks/Glen Borg**. Also, have the deposits for last season been returned? **Tim to speak with James/Glenn.**
- No Under 6 Age Manager as yet. Ed Ambrosius said no. Mark Tyler and Peter Finn will take the U6's on the first week. Pete to encourage parents to help fill position. As Tim Francis has a nipper in the U6's he will assist whenever possible.
- It was agreed "12 weeks of summer" was a good idea. **Tim to speak to Mark Ansiewicz re a handout/flyer to advertise.** Competitor input important for it to work. Rob to raise at next management meeting on 20/10.
- Tim to purchase five (5) additional cans for the Nippers.
- Wheels still to be put on drinks fridge. **Peter to follow up with Geoff England**
- It was suggested that the trailer's configuration be changed to accommodate both skis and boards or would it be better to purchase a new trailer altogether like the one Avalon has. **Tim to follow up.**
- It was agreed that one (1) NAB terminal be returned. The remaining NAB terminal to be used for clothing/nipper sales. All memberships to go through the Westpac terminal. **Kim to email Bev re return of terminal.**
- It was agreed that the nipper post box was not necessary and should be cancelled with a possible redirection. **Kim to email Bev.**
- Tim raised the concern of nippers that are not the correct age participating in the U9 group now that they are expected to go in the water. The rules are clear in that you participate in the age group determined by your age as at 30th September. It is particularly important with the transition from U8 to U9. It will affect the Louw and England families. **Tim to speak with the Louw's and Peter to speak to the England's.**
- Lunch with the sponsors to be organized, Tim, Peter and Rob. **Peter to organize.** Sponsors are Dematic, Computata (we need to chase logo), LJ Hooker and Exclusive Tiles.
- Bonds rashies available on 17th November. It was suggested to sell them at 50% less than the TYR price (\$45). Concern was raised that the uniform shop would be closed on the first day of nippers as Lisa and Dot are both away. Peter advised that Sheridan would be available for the sale of caps. Tim to speak with Sheridan to ensure enough caps is available for the U6's (approx. 60).
- New Age Manager shirts to be organized. Lighter weight material would be better. Peter would like to see the age group number on each shirt in large numbers so it can be seen from a distance. Samples to be looked at prior to ordering. Approximately 45 required. **Kim to speak with Lisa.**

- Tim attended training for carnival entries and payments are now to be made before carnivals. Entries will close midnight the Wednesday before a carnival with payment to be made prior to the carnival otherwise the entries will be cancelled and treated as late entries with extra fees incurred. Tim feels that next year no late entries will be accepted.
- Tim proposed that now only one person for each section look after entering the entries, ie. Open/Masters (Tim Francis), Boat (Mike King) and Junior (Kim Francis). Tim to email everyone and let them know the procedure. In that instance the password needs to be changed. Peter agreed, Rob seconded.
Tim to organize.
- Tom Kellaway is trying to tidy all the surf club accounts. His objective at year end is to have a spreadsheet explaining all accounts. He advised that the record keeping and general administration of the club needs improving particularly so for audit purposes. There needs to be transparency with everything that is done.
- Tom highlighted that a clothing purchase of 17K had been made with no approvals. To that end any purchase less than 1K can be spent through the surf committees but anything over 1K needs to go to the committee meeting for approval prior to the commitment of expenditure being made.
- Rob requested that a copy of these minutes be emailed to Sandy Menzies each month.
- Rob presented the "One Club" paper which has been designed to help eliminate the separation that exists between the different specialties in the club, nippers included.
- All the points of the paper were agreed upon except the last one. After lengthy discussion it was agreed upon in principal but the amount per person for maintenance was not, it was felt that it was too high. Rob asked for ideas to be forwarded to Tom on how to make the split more acceptable to the nipper committee.

Meeting closed at 11:50pm.

Next meeting is scheduled for Tuesday 8th November.