

NEWPORT SLSC

MINUTES

Meeting held Wednesday 12 October 2011

Meeting commenced: 7-35pm

Attendance: as per book

Rob Emerson welcomed Dennis Fitzgerald to the meeting as the Nipper representative (treasurer)

Apologies:

Jess Menzies, Sandy Menzies, Doug Menzies, Lauren Budd, Tim Francis, Josh Hayward, Craig MacDougal, Michael Maley

Confirmation of the Minutes of the Previous Meeting:

The minutes of the September 2011 meeting were adopted as a true and accurate record

Moved: Tom Kellaway

Seconded: John Guthrie

Carried

Business Arising from the Minutes:

Nil

Correspondence:

Out:

Nil

In:

- Bungan Beach SLSC – thank you to the patrol members who assisted at Bungan Beach when they were low on volunteers on the first weekend of patrol.
- Rob Stokes – Funding available under 2011 community building partnership program, applications close 31/10/2011
- Lifesaving agenda magazine
- Info pack re boardies day
- Join a surf club promotional pack
- AED plus – first aid equipment
- SLSA – searching for the next Olympian
- SLSA – Re world titles rescue 2012
- SLSNSW – surf line magazine
- IBM Australia – Donation of \$3000 organised by Therese Fletcher
- SLSA – what is the economic contribution of Surf Lifesaving in Australia

Reports:

President's Report submitted by Rob Emerson

Meetings attended:

- 14th September Newport SLSC Management Committee
- 20th September Newport SLSC Master plan "Think Tank"
- 21st September Newport SLSC Patrol Captains Meeting
- 25th September Back to the beach function

- 4th October Board of Management Meeting
- 4th October Pittwater Council meeting cheque presentation
- 6th October Nippers Committee
- 12th October Newport SLSC Management Committee

Reports Prepared:

- Newport SLSC "One Club" discussion paper for Nippers meeting 6th October – Rob Emerson and Tom Kellaway spoke about the process and reasons behind the "One Club Paper". Waiting for complete resolution from the junior club next month
- List of actions that require attention report – several of these action items need to be updated, please let Rob Emerson know if you have completed an item

Club Captain's Report submitted by Brett Budd

Activities, Meetings and events attended:

- 13th September – Patrol Roster sent out to all patrolling members in the database. Also posted on web site.
- 18th September – NSLSC Registration Day 2
- 20th September – NSLSC Master Plan Forum
- 21st September – NSLSC Patrol Captains and Vice Captains Forum
A lot of positive discussion and improvement ideas from participants (list still to be sent to the group)
- 24th September – Patrols started in unpleasant weather
- 25th September – Back to the Beach function
- 25th September – Patrol team list with contact details sent individually to each Patrol Captain
- 25th September – Patrol Teams list sent to all members with 'preferred contact number' only
- 6th October – Meeting with Sharon regarding 'swipe' door access plan
- 6th October – New Bronze Squad Club Overview

Chief Instructor's Report submitted by Rob Barkley

- Education SLSA

I attended a pre season education and assessment session with SLS Northern Beaches in September, which reflected on minor changes to the assessment guidelines on the various SLS awards. I expect we will disseminate this information during proficiencies and current training.

- Proficiencies

We expect to commence proficiencies for most awards in the month of November pending the availability of assessors. I suggest the proficiency dates could be posted on the Newport website. The proficiency dates will be every Sunday and first and third Saturday from 11am through November

- Training program

Our current intention is to hold the following courses during the season 11/12 but does not include other awards such as IRB, ARTC, Spinal management, First Aid, Gold etc

1. Bronze Group 1 October to November
2. SRC group 1 October to December
3. Bronze Group 2 January to March
4. Bronze Group 3 January to March (Loreto girls)

- Bronze Squad

We will commence training a bronze group of approx 25 people on the 6/10/11 and expect they will complete the course syllabus during the 3rd to 4th week of November.

- SRC Squad

We will commence training an SRC group of approx 40 enthusiastic kids and expect that they will complete the course syllabus during the 2nd week of December. It is our current intention to hold dry and wet assessments with our neighbouring clubs of Mona Vale and Avalon.

- Trainers

We are fortunate to have a number of experienced and talented trainers to deliver the course syllabus for both bronze / SRC / IRB:

Leanne Budd, Alana Smithies, Ben Cummins, Ben Mathews, Tom Mathews, Jess Menzies, Kieran Menzies, Brendan Menzies, Cath Perkins, Marty Cowper, Michael Rosic, Glen Borg, Graham Tate, Ted Bruce, Ian Crutch, Kate Kilpatrick, Caroline Hayes.
Lynne Blackburn Smith (Administrator)

- General

We intend to review and collate a library of our member awards to give us an idea of the current skill mix. We consider this will enable us to develop training solutions for patrols that are short of skills and expertise. This will be available next month.

IRB Captain's Report submitted by Kieran Menzies

- Sport and Rec Grant has been submitted for new motors. Results will be released late October
- We have purchased another 4 blade propeller for half price. It has been used a few times but is in great condition. We still need to source 2 more, but are waiting to hear back about the grant.
- Branch took the proposal for phasing in of 4 blade props to the State meeting. It was discussed and result was that it would not be phased out and we should have 4 blade props on all our motors. Brett Budd asked whether a reason was given for the decision at SLS NSW not to phase out the propellers over the life of the motors – given the expense and waste when propellers purchased for our old motors cannot be used on new motors because of the shaft size difference. No justification was given by SLS NSW.
- 2 IRB signs, new fuel cell and 2 bluebottle signs have been purchased. Still waiting for the arrival of the fuel cell.
- We have done a few courses for ATV Operators. We now have approximately 50 endorsed drivers. We are now going to target patrols which lack the appropriate numbers of operators. A list is now on the noticeboard in the IRB Shed of current operators.
- We had 2 more IRB Crew members go through last Sunday
- We now have 3 more IRB Trainers endorsed. Congratulations to Stuart Blackburn-Smith, Adrian Hill and Kevork Temisgian.
- Australian Lifeguard Service (ALS) is storing the ATV in their shed during the week. This is an issue as we don't have a key if it is required in case of emergency through the week. We need to have discussions on long term arrangements for the ATV. This can be an opportunity as we would be able to keep a board on the roof if it is their shed. Suggest Rob/Brett to chase up arrangements. House Captain will follow up keys for this shed
- Proposed purchase of a Box Trailer:
 - To help with the transport of equipment for repairs and to other events we need to look at getting a box trailer for the IRB's.

- We often help out other clubs/organisations with various events and need to transport the IRB's and motors to various places. IRB Captain was asked for a business plans and to look at sponsorship for this trailer
- Things we need help with transport for include:
 - Lion Island Challenge
 - Kayak for Kids (Sydney Harbour)
 - Training on Pittwater for new Drivers
 - Narrathon
 - Aussie Champs
 - State champs
 - Branch Champs
 - Transport for repairs (Taren Point)

House Captain's Report submitted by Sharon Smithies

- Liaised with Glynn Avery re locks, keys and building work progress
- Collected new keys from Boondah Depot
- Liaised with John Greenhill, and Bev Barnes re the new keys and barrels
- Liaised with Chris Borg re Hall hire
- Met with security people re alarm malfunction
- Met with Sean Randall for toilet repair in upstairs Ladies Toilet
- Met with Council re broken roof tile, now repaired
- Liaised with Ross Perkins re the progress of the swipe system
- Thank you to Mal for Bev's fantastic new shelves in the office
- Prepared new notices re the changeover of the key system created
- Created spreadsheet for previous key allocations
- Meeting with John and Glynn this Thursday re final lock changes and other ideas for the IRB door, inspect floor and new door progress
- Liaised with Nick Carroll re Phase 2 of key roll out for Ski Store
- Liaised with Glen Borg, Rob Barkley re access and requirements for training
- Met with Brett Budd and Bev Barnes re the new keys, programming of swipes

Swipe System

- The light at the end of the tunnel is shining brightly for Phase 1.
- Keys B, C and D will be obsolete from October 24
- Access to Beach Front door will be by swipe or Patrol Captains key Phase 2 is about to begin
- Brett explained how the electronic key system matrix works for different roles within the club. Also that usage is logged so we can address problems directly with key holders if needed. There was also discussion about the limits planned on access to the club hall for some key types are to minimise our cleaning costs. It was agreed to add access to the kitchen for patrol captains.
- Key delivery/pickup will be arranged at specific times. Members will be notified

Swipe System Thank You

Thank you to Ross Perkins for his hours of work. The committee decided it would be appropriate to send a letter of thank you to Ross.

Cleaning at end of patrol

Please ask Patrols to sweep/ hose toilets, downstairs hallway and first aid room at the end of each pm patrol

Patrols and Nippers Kitchen Access

- Patrols are welcome to prepare and cook using the BBQ on the deck
- No access will be available for upstairs through Hall and kitchen area
- Nippers will need to have a storage box for utensils, paper towel and detergent kept downstairs
- BBQ coordinators are welcome to use the hot water and sink on deck for clean up near the BBQ on the deck.

Sand Patrol

- As the season begins, all club users need to be vigilant when it comes to leaving the sand on the beach
- Cleaning costs increase with summer approaching.

Key Audit

- Please bring any keys you have to check against the spreadsheet I have created next Wednesday night 12th October 2011

Social Secretary's Report submitted by Jan Proudfoot

- Back to the Beach was attended by about 60. Not too bad considering the weather.
- Due to the difficulties and expense in catering for such an event, I recommend we abandon the lunch next year and make more of an event at the first After 5s of the season eg, send drink vouchers at the beginning of the season that are valid for that date only and arrange more food and bar staff than normal.
- Social Sub-Committee has been formed and will have our first meeting on 30 October. Members will be:
 - Karen Burns (Beach Sprinters)
 - Susie Mills (Nipper Parents)
 - Julie Hegarty (Representing Rowers)
 - John McInerney (Knockers and Knackers)
 - Vivianne Elliott (Associate Member)
 - Jan Proudfoot (Water)

Administrator's Report submitted by Bev Barnes

Hall Hire – Yoga complaint

- Installation of the new office shelving was scheduled for 11am on Monday, September 19. Due to delays the builder did not arrive to start the job until 3:00pm. I was unaware that the job would not be completed by yoga start time of 6pm and I had already left.
- The yoga class had to be cancelled and the instructor turned away 15 clients who pay between \$15-\$18 each.
- She is seeking a reduction in her next rental account to cover the loss of income incurred. (approx \$250.00). The Committee decided there would be no charge for the time the hall was not used.
- I am finding it increasingly difficult to manage this yoga group as it involves 8 classes per week and classes are held every day except Sunday. It is becoming very restrictive to tradesman, members, day before set up of weddings and my arrival and departure times from the office are often restricted by the yoga timetable.
- Currently the yoga group is not under any formal contract and she is only billed for the actual classes conducted per month. Cancellations or public hols are not billed. To date, we have always been very liberal with her classes running extra time and during her clinic intensives

which occur once each quarter. Hourly rate is \$30. Annual income is approx \$12000. Tom Kellaway suggested we may need to book in some time for training for the Club and Nick Carroll suggested we need to consider the implications of setting too onerous restrictions on hirers.

For your consideration:

Reduction in Yoga's rental account to counter loss of income incurred due to office renovation.

- **Recommendation:** Undertake a review of permanent hall hire and develop a contract to be put in place with all permanent hall hires.

The Committee agreed that need to develop a contract. Tom Kellaway will liaise with Doug Menzies re drafting an agreement.

Bookings

- We currently have 10 functions booked between now and Christmas.
- SNB are again running a Surf Camp at the club on 21/22 December.

General Business:

- John Greenhill whether there was any plan to reduce/change bar prices. John has been asked to take this back to the Bar Committee and then bring their proposal to the Management Committee.
- Bev asked about process or payments for first aid courses. Rob Barkley explained that payment would be sought in the future from members if the course was for work related first aid qualifications, however members who would be prepared to help out at carnivals as first aid officers would have their courses and updates paid by the club. The Club will pay for these at this stage until a policy is developed.
- Signatories will need to be changed for our Nipper Accounts to Bev Barnes, Tom Kellaway, Dennis Fitzgerald, Rob Emerson and Peter Finn.
- Membership last season was 1203 members. At present we have 828 over all categories, with a 68% retention which is a great start to the season. Tom Thanked Bev and John for their help with registrations.
- The environmental management course is on again this year please let the Executive know if you would like to attend.
- Grant Dargue raised the importance of getting reports in on time so everyone gets the chance to digest the reports before the meeting and matters can be adequately addressed.

Upcoming events:

- Saturday 5 November – 2nd round SNB Boat Carnival at Newport

Meeting closed at 8.59 pm

Next meeting will be held on Wednesday 9 November 2011 at 7.30pm.

Please remember reports for this meeting will be due on Wednesday 2 November.