



Executive Meeting

Meeting:	Executive Meeting	Date:	21 November, 2017
Venue:	SurfHouse 64 Smith Street, Wollongong	Start Time:	18:31 pm
		Finish Time:	20:40 pm
Attendees:	Peter Evert, President Matthew Theris, Director of Education Karla Erven, Director of Finance Maria Caldwell, Director of Member Services Kevin Starling, Director of Surf Sports		
Visitors:	Nil		
Minute Taker:	Amy Vella, Executive Officer		

MINUTES

<p>1. APOLOGIES Jayson Norris, Director of Lifesaving</p>	
<p>2. PROXIES Nil</p>	
<p>3. DISCLOSURE OF INTEREST Nil</p>	
<p>4. MINUTES OF MEETING HELD 24 October, 2017 Minutes accepted as a true and accurate record. <i>Moved: Maria Caldwell Seconded: Kevin Starling Carried</i></p>	
<p>5. BUSINESS ARISING FROM PREVIOUS MINUTES</p> <ul style="list-style-type: none"> • Sandon Point hosting SLSI Branch Championships – Juniors Saturday 10 February 2018 • Bulli hosting SLSI Branch Championships – Seniors Sunday 11 February 2018 • SurfGuard rescue stats to be confirmed, regarding Support Ski 5 activation/rescue 	
<p>6. DIRECTORS' REPORTS</p> <p>Lifesaving:</p> <ul style="list-style-type: none"> • Most clubs seem to be performing well at this point in time. There has been a couple of clubs that may not have met their life saving agreement, that I will be looking into and also there was a minor issue again were the SLSNSW patrol agreement didn't quite line up with the Wollongong City Councils agreement. This was only a 1 hour discrepancy that affected 6 clubs, no action will be pursued in this matter but we will review the two agreements for when our next roster hour's change happens. • I received a message from the NSW Director of Lifesaving and he was inquiring as to the status of Illawarra clubs signing on/off with the app. I would like all presidents /club captains to investigate into their club's position using the app and report back to me as soon as possible. • There seems to be only 6 clubs with their patrol logs entered and reasonably up to date. Could the other clubs start to make an effort to submit your patrol rosters into SurfGuard. • Patrol Audits have commenced the first round had to be abandoned and will be caught up with later in the season. Thanks to this year's team: Jackie Percy (Bellambi), Keith Caldwell (Bulli), Don Allan (Towradgi), Gunther Enthaler (Austinmer) and Craig Zulian (Windang) for their efforts so far and to come. <p style="text-align: center;"><u>Duty Officer Meeting Minutes: 08/11/17</u></p> <p>Key Points:</p> <ul style="list-style-type: none"> • Chase up uniforms for Duty Officers, that SLSNSW is supplying. SLSNSW is still putting a package together and will be allocating a certain amount to each branch. Extras will be available to purchase if the allocation is not enough. • New rescue board for DO's vehicle still on backorder. • Looking into new phone option or better case for current DO phone. • Darren Weidner is looking into options for the car to be detailed. • Craig Zulian to look at light bar fittings and rectify rusty clamps. 	

6.DIRECTORS' REPORTS cont.

- 4 New Hytera radios need to be purchased for duty officers that don't currently have a radio.
- Illawarra 10 to be in-charge of all incidents, may delegate to another available DO if available but all DO's are to message Illawarra 10 if available and not sign on through SurfGuard. Maybe confusing surfcom and other clubs.
- Duty Officer on duty "NOT TO ACT as patrol audit team"
- DOL to confirm where the existing 14 radios currently are.

Lifesaving Defaults:

- Coledale 12 November 2017 – Non-operational IRB from 2:20pm to 5:00pm
- Coledale 12 November 2017 – Members did not hold ARTC, IRBC or SMBBM awards
- Scarborough 12 November 2017 – Members did not hold ARTC award

Moved: Kevin Starling

Seconded: Maria Caldwell

Carried

Surf Sports:

- Branch Championships to be held at:
 - Juniors – Saturday 10 February 2018 @ Sandon Point
 - Seniors – Sunday 11 February 2018 @ Bulli

Minutes from Surf Sports meeting 14-11-17 @ 6pm (9 clubs in attendance)

1. Branch Team announced, an e-mail went out to all clubs. First meeting and training for the team is Wednesday 15/11/17 at Bulli SLSC at 5pm. An extension for nominations for Open competitors was sent to all clubs, and it was mentioned that we have a problem attracting open competitors to our events from Illawarra clubs.
2. Branch Champs still without a venue but Sandon Point proposed a shared event with Bulli and both clubs will be in touch to sort out details and get back to DOSS. ASAP.
3. All clubs were again asked to provide Branch with more contacts to receive all information from all forms of SLS.
4. Two rounds of the Sydney Water Series have been successfully run at Shellharbour and Kiama Downs with the next two events at Woonona 25/11/17 and Warilla 2/12/17. Woonona would like any clubs that could assist with more tents at their carnival to please contact them ASAP.
5. The boat carnival at Bulli went very well, a verbal report was provided by Barry Lowe, Branch Team selection with results below.

Illawarra Branch Team – Surf Boat Pointscore				
Open Men	Bulli 4/11	Mollymook 2/12	Branch	Points
Bulli Gelcon	1 st – 7 points			7
Bulli Black Sheep	5 th – 6 points			6
Port Kembla	Not in final			0
Corrimal	Not in final			0
Windang	Not in final			0
Open Women				
Wollongong	1 st – 7 points			7
Bulli	3 rd – 6 points			6
Reserve Male				
Bulli Lambs	5 th – 6 points			6
HSP – benches	Not in final			0
Port Kembla	4 th – 7 points			7
Windang Long Shots	Not in final			0
Reserve Female				
Windang Pelicans	DNS			0
U19 Male				
HSP – Weapons	4 th DNF – 6 points			6
Nth Wollongong – Flamingoes	2 nd – 7 points			7
U19 Female				
HSP	DNS			0
U23 Male				

Bulli Basil Spice	2 nd – 7 points			7
U23 Female				
Corrimal Crunches	3 rd – 7 points			7
HBS Snack Packs	4 th – 6 points			6

6.DIRECTORS' REPORTS cont.

6. Water safety at carnivals was talked about with it being difficult to get enough volunteers and when we get them their reluctance to go into the water. At the next event team managers will be reminded of their club's responsibilities with water safety and officials being provided as per the ratio set out in the surf sports manual.
7. Meeting closed at 6:45pm
8. Next Meeting December 12th

Moved: Matthew Theris Seconded: Maria Caldwell Carried

Member Services:

1. **2017 Development Network Program for 18-25yrs**
Had 5 members attend last weekend. Will send them an email and get some feedback
2. **LIFE MEMBERSHIP**
- Congratulations to Don McAlister on being awarded SLS NSW Life Membership.
3. **YOUTH PANEL**
EOI has gone out. Have received 4 nominations. Will extend for another week and get email to all that attended Youth meeting
4. **AWARDS OF EXCELLENCE**
EOI has gone out. Have received 1 nomination. Will extend for another week.
5. **CLUB SUSTAINABILITY**
- Sean and Amy attended meeting with North Wollongong
- Due to sickness, did not get to have Administration Workshop in early November –This workshop is to work through procedure of how to do, what to do, when to do in the IT systems effectively and efficiently. We would like feedback from clubs before the Workshop what they wish to be covered. Suggest Thursday 30 November or 7 December
6. **RIDING THE WAVE**
- Commenced last Sunday
- Information Session held for two new participating clubs Shellharbour & Thirroul – Thirroul unable to attend.
- All clubs have collected their equipment
- Numbers are down this year:
- 2016/17 = 65 participants across 5 clubs with 21 on waitlist
- 2017/18 = 43 participants across 6 clubs with no waitlist and spaces available
7. **MEMBER PROTECTION INFORMATION MEETING** – still working on this - trying to arrange speakers and what dates they are available. Further details to come.
8. **CIRCULARS**
- **SLSA 26 17 18 Call for expression of interest for volunteers for Event Volunteers for Aussies 2018**
Nominations close Monday 18 December 2017
- **SLS NSW 3527 2017/2018 Lifesaving Exchange Program**
Nominations close Thursday 30 November 2017
- **SLS NSW 3519 2017/2018 Junior Lifesaver of the Year Camp and Award**
Nominations to be at Branch by Monday 22 January 2018.
Interviews will be on Wednesday 31 Jan, Thursday 1 Feb or Friday 2 Feb 2018.

6.DIRECTORS' REPORTS cont.

SLS NSW 3520 2017/2018 Youth Opportunity Makers Workshop Nominations close Monday 15 January 2018

Moved: Matthew Theris

Seconded: Kevin Starling

Carried

Education:

- Monthly Meeting on the 29th of November at Surf House (CTO's and Mentor focus)
- Silver Medallion Beach Management to be held at Port Kembla on the 9th of December.
- New process to be discussed for TAF endorsements to be announced at Education Meeting

Moved: Maria Caldwell

Seconded: Kevin Starling

Carried

Media:

- Anthony Turner will be approaching local media to run a number of stories on surf awareness/rips/currents leading up to the summer school holidays for the Illawarra

6.DIRECTORS' REPORTS cont.


Finance:

Summary of October/November payments tabled as follows:

SUMMARY OF PAYMENTS - October/November 2017					
ID#	Date	Memo/Payee	Amount	Notes	
EFT	16/11/2017	Officeworks Superstores	\$ 28.94	Stationary	
EFT	10/11/2017	Small Business Clearing	\$ 1,876.70	Superannuation	
Bpay	27/10/2017	Sydney Water	\$ 46.92	Water	
Bpay	30/10/2017	Abico Insurance Brokers	\$ 235.00	Insurance: Commercial motor (trailer)	
Bpay	30/10/2017	Abico Insurance Brokers	\$ 660.00	Insurance: General Property (Sporting equipment)	
Bpay	30/10/2017	Abico Insurance Brokers	\$ 620.00	Insurance: Surf House (theft and accidental damage)	
EFT	16/11/2017	WB Sports & Promotional Wear	\$ 753.50	Development Program Uniforms	
EFT	3/11/2017	BOC Limited	\$ 11.68	Oxygen	
EFT	27/10/2017	Helensburgh-Stanwell Park SLSC	\$ 2,920.95	Life Saving Agreement	
EFT	27/10/2017	Woonona SLSC	\$ 2,920.95	Life Saving Agreement	
EFT	27/10/2017	Port Kembla SLSC	\$ 2,720.95	Life Saving Agreement	
EFT	27/10/2017	Corrimal SLSC	\$ 2,720.95	Life Saving Agreement	
EFT	27/10/2017	The BMS Group	\$ 301.24	Photocopier	
EFT	27/10/2017	Coalcliff SLSC	\$ 2,920.95	Life Saving Agreement	
EFT	27/10/2017	North Wollongong SLSC	\$ 2,920.95	Life Saving Agreement	
EFT	27/10/2017	Lizzy-Annes Cleaning Services	\$ 44.00	Cleaning	
EFT	30/10/2017	Thirroul Surf Life Saving Club	\$ 2,920.95	Life Saving Agreement	
EFT	3/11/2017	Scarborough Wombarra SLSC	\$ 2,920.95	Life Saving Agreement	
EFT	3/11/2017	Windang SLSC	\$ 2,920.95	Life Saving Agreement	
EFT	3/11/2017	Fairy Meadow SLSC	\$ 2,920.95	Life Saving Agreement	
EFT	3/11/2017	Bulli SLSC	\$ 2,920.95	Life Saving Agreement	
EFT	3/11/2017	Wollongong Pure Water	\$ 8.50	Water	
EFT	3/11/2017	Sandon Point SLSC	\$ 2,920.95	Life Saving Agreement	
EFT	10/11/2017	Lizzy-Annes Cleaning Services	\$ 44.00	Cleaning	
EFT	16/11/2017	Skye Group Pty Ltd	\$ 984.50	Sydney Water: Prizes	
EFT	16/11/2017	Towradgi SLSC	\$ 2,320.95	Life Saving Agreement	
EFT	3/11/2017	Infront Surfcraft Pty Ltd	\$ 6,780.00	Sydney Water: Prizes	
EFT	3/11/2017	Skye Group Pty Ltd	\$ 11,411.40	Sydney Water: Prizes	
EFT	6/11/2017	Skye Group Pty Ltd	\$ 16,467.00	Sydney Water: Prizes	
EFT	10/11/2017	Skye Group Pty Ltd	\$ 1,375.00	Sydney Water uniforms (water safety)	
EFT	16/11/2017	Shellharbour SLSC	\$ 1,375.00	Sydney Water: Hosting fee	
EFT	27/10/2017	Robert Watson Lawyers	\$ 275.00	Legal fees	
EFT	3/11/2017	BTW Communication Pty Ltd	\$ 221.76	Sydney Water : 2 way radios	
EFT	10/11/2017	BTW Communication Pty Ltd	\$ 221.76	Sydney Water : 2 way radios	
Ddebit	28/10/2017	Bookkeeping Matterz	\$ 660.00	Bookkeeping	
Ddebit	1/11/2017	Surf Life Saving Australia	\$ 39.30	Payment gateway fees	
Ddebit	1/11/2017	Surf Life Saving Australia	\$ 5.86	Payment gateway fees	
Ddebit	16/11/2017	Telstra	\$ 662.57	Phones	
			\$ 82,081.98		
		Administration	\$ 3,478.72		
		Fees	\$ -		
			\$ 85,560.70		

TOTAL PAYMENTS for October/November 2017 \$ 85,560.70

This report has been tabled and approved at the executive committee meeting held on

22/11/17
 (Date)
 Signed: 
 Position: _____

Director of Finance.

Moved: Maria Caldwell

Seconded: Matthew Theris

Carried

7. GENERAL BUSINESS

ACTION

President SLSI attended SLSNSW AGM 3rd November 2017 at Belrose.

- Voting on SLSNSW Life Members recommendations, Congratulations to Don McAlister – Corrimal SLSC
- Adoption of SLSNSW 110th Annual Report for season 2016-17

President SLSI attended State Council meeting 4th November 2017 at Belrose.

- Clubs NSW Governance course overview – 3 hr “Governance” training session free of charge by Clubs NSW to all club & branch directors. A Branch trial rollout in Central Coast pre-December 2017.
- WH&S “Reportable Incidents” to SafeWork NSW. Important – Preserve incident site. Notifiable incidents include: Conduct of SLS – near miss, Visitor hurting themselves in the club, ATV running into someone, fire in surf club, injury from SLS equipment failing. Call 131050 by a responsible person.
- Critical Incident Support Arrangements – review of current arrangements across the state. EG “TIPS” Traumatic Incident Peer Support – Syd Northern Beaches.
- Roll out strategy of SLSNSW 2018-2020 Strategic Plan
- Require increase use of Samsung Tablets for patrol duties.
- Milpro IRBs out of specification.
- Club Conference: That a conference is to be held on 24 February or 24 March 2018 to enable presentation by Clubs NSW on Governance, and SLSNSW Strategic Plan 2018 – 2020 to be rolled out. Club Presidents, and Club Captains to attend, Club proxies accepted.
- SurfHouse Christmas Shutdown: Friday 22 December 2017 reopening Monday 9 January 2018.
- President of SLSI provided confidential update on current court case.

8. NEXT MEETING

Tuesday 19 December 2017 @ 6.30pm