



# Executive Meeting

<b>Meeting:</b>	Executive	<b>Date:</b>	18 October, 2016
<b>Venue:</b>	Surf House 64 Smith Street, Wollongong	<b>Start Time:</b>	6:34 pm
		<b>Finish Time:</b>	8:46 pm
<b>Attendees:</b>	Peter Evert, Deputy President Bill Seay, President's Advisor Jayson Norris, Director of Lifesaving Keith Caldwell, Director of Surf Sports Matthew Theris, Director of Education Maria Caldwell, Director of Finance		
<b>Visitors:</b>			
<b>Minute Taker:</b>	Amy Vella, Admin & Marketing Assistant		

## MINUTES

<p><b>1. APOLOGIES</b></p> <p>Val Zanotto, President Gary Chapman, Director of Member Services</p>	
<p><b>2. PROXIES</b></p> <p>Nil</p>	
<p><b>3. DISCLOSURE OF INTEREST</b></p> <p>Nil</p>	
<p><b>4. MINUTES OF MEETING HELD 20 September 2016</b></p> <p>Minutes accepted as a true and accurate record. <i>Moved: Keith Caldwell      Seconded: Maria Caldwell      Carried</i></p>	
<p><b>5. BUSINESS ARISING FROM PREVIOUS MINUTES</b></p> <ul style="list-style-type: none"> <li>Proposed SLSI Life Membership Criteria: With limited response from the Branch Council in the last 2 weeks, the recommendation is to proceed as per the resolution in the Executive meeting held 20 September, 2016</li> <li>Awards of Excellence deposit paid</li> </ul> <p><i>Moved: Keith Caldwell      Seconded: Matthew Theris      Carried</i></p>	
<p><b>6. DIRECTORS' REPORTS</b></p> <p><b>Life Saving</b></p> <ul style="list-style-type: none"> <li>Patrol audits have started. A timely reminder to all clubs to have all the necessary patrol equipment and uniforms on patrol.</li> <li>I am pleased to inform that we have all five RWC's now operational and at their respective locations.</li> <li>The RWC training has been approved from state I have had waterways booklets either handed out all posted two candidates and will be in contact with them very shortly to commence training.</li> <li>Unfortunately, there has been one patrol breach this season The club has been notified and we are awaiting their response.</li> <li>A letter has been sent to all former Duty officers thanking them for their service and asking for any equipment and keys to be returned.</li> <li>I have received a letter from Corrimal Surf lifesaving club asking for exemptions on Saturday patrols due to a lack of returning patrol members they currently have 31 patrol members. Also I have received a request from Bulli surf lifesaving club asking for exemption of the IRB on Saturday patrols due to them working out of containers while club is being redeveloped. I support both of these requests and asking for the committee's endorsement prior sending to the director of life-saving New South Wales.</li> <li>There was an incident off to Towradgi rock pool at the end of patrols on 16 October. Good scrambling from Towradgi, Corrimal and Fairy Meadow meant a good result with the two young people being successfully rescued, however a timely reminder to all clubs to be mindful of your all-terrain vehicle operations and be aware of any public around the vehicle. We have received a letter of complaint from a member of the public where an ATV towing a rescue vessel almost struck a pedestrian. Although we are responding</li> </ul>	

to a rescue we must maintain a safe speed on route to any situation and keep safe distance from pedestrians and other vehicles.

- Letter from Corrimal SLSC – Exemption from Saturday Patrols.
- Austinmer SLSC contacted DOL regarding IRB Driver not available for Sunday 16 October

*Moved: Maria Caldwell*

*Seconded: Matthew Theirs*

*Carried*

### **Surf Sports**

- Officials Course – SLSI CIRCULAR SENT OUT 5/6 November at Surf House
- Clubs hosting 2016-2017 carnivals – Thank you to Fairy Meadow SLSC & Woonona SLSC for putting their hand up to assist with Sydney Water Surf Series Rd 2 12 Nov Fairy Meadow & Rd 3 26 Nov Woonona
- SLSI Development Holiday clinic was a success 15 kids attended the 2 half day sessions
- SLSI Development Program – has started with close to 30 kids registered. Monday (at Wollongong City) & Wednesday (at Bulli)
- Well done to the Thirroul, Coledale & Wollongong City members that contested the 2016 World Life Saving Championships in Holland last month.
- Congratulations to Alexandra Smiroldo (Bulli SLSC) who gained selection in SLSNSW Pool Rescue U19 Development Team that toured NZ recently.
- **SLSA Members Portal is useful for access to documents as well including Surf Sports Manual & SLSA Policies**
- **All memo & circulars can be found on the SLSI & SLSNSW website <http://surflifesaving.com.au/members/circulars-and-memos> Please see below some current & relevant information re same;**
  - SLSNSW Circular 3474 – Foundation & Development Coaching Course Nominations
  - SLSNSW Circular 3475 – Best of the Best Surf Boat Challenge
  - SLSNSW Memo – 2017 SLSNSW Championships Officials Quota
  - SLSNSW Memo – NSW Sport & Recreation Local Sporting Grant Program
  - SLSI Circular 1617 – Level 1 Officials Course Expression of Interest
  - SLSNSW Memo - 2017 State Championships volunteer/safety requirements from clubs
  - SLSI Memo – 2016 Sydney Water Surf Series circular including entry process
- Surf Sports meeting on Thursday 20 October @ 6:30pm

*Moved: Jayson Norris*

*Seconded: Matthew Theris*

*Carried*

### **Member Services**

Nothing to report

### **Education**

#### **Courses**

- All quite course wise this month, I have decided not to run any Branch courses to give clubs a chance to get into the swing of our Patrolling season.
- I am in the process of organising an Assessors course to be held in the Illawarra. Also a Training Officer course is being organised for the 10<sup>th</sup> and 11<sup>th</sup> of December at Coledale SLSC.
- Skills maintenance work cards have been sent from State and are now available for pick up in each clubs document tray and Surf House. Any clubs that require extra please contact me.
- The re-endorsement process is well underway with all TAFs being sent their re-endorsement packs, anyone who has any issues regarding their re-endorsement, the best people to speak to would be State (contact details sent with e-mails). Anyone who has not received their e-mail, please get into contact with me.

*Moved: Keith Caldwell*

*Seconded: Jayson Norris*

*Carried*

## 6. DIRECTORS' REPORTS cont.

### Finance:

Summary of September/October payments tabled as follows:

#### SUMMARY OF PAYMENTS -September/October 2016

ID#	Date	Memo/Payee	Amount	
Ddebit	9/09/2016	Fuji Xerox Australia	\$ 247.50	photocopier
Bpay	16/09/2016	Energy Australia	\$ 547.39	electricity
Ddebit	19/09/2016	Caltex	\$ 116.37	
Ddebit	20/09/2016	Telstra	\$ 442.29	
EFT	28/09/2016	Bookkeeping Matterz	\$ 660.00	
BPay	4/10/2016	Bank fees	\$ 0.99	
Bpay	4/10/2016	Wollongong City Council	\$ 92.63	Rates
EFT	4/10/2016	Allianz Australia	\$ 825.94	Workers comp
EFT	4/10/2016	Austracker GPS	\$ 348.00	tracker
EFT	7/10/2016	BOC Limited	\$ 10.97	
EFT	7/10/2016	Leisure Coast Marine	\$ 987.00	RWC
EFT	7/10/2016	Novotel Northbeach	\$ 1,000.00	Dep AOE
EFT	7/10/2016	Officeworks	\$ 56.03	Stationary
EFT	7/10/2016	The Document Business Centre	\$ 632.65	Photocopying
EFT	7/10/2016	Wollongong Pure Water	\$ 8.50	
EFT	7/10/2016	Zodiac Milpro Australia Pty Ltd	\$ 18,571.71	new RWC
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Ddebit	10/10/2016	Fuji Xerox Australia	\$ 247.50	photocopier
Ddebit	18/10/2016	Telstra	\$ 499.66	Phone
			\$ 43,866.84	
		Administration	\$ 7,460.05	
		Fees	\$ -	
			\$ 51,326.89	
<b>TOTAL PAYMENTS for September/October 2016</b>			<b>\$ 51,326.89</b>	

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

(Date)

Signed: \_\_\_\_\_

Position: \_\_\_\_\_

Moved: Jayson Norris

Seconded: Matthew Theris

Carried

### Deputy President:

#### Wollongong City Council (WCC) SLSI Liaison meeting.

Meeting Tuesday 11<sup>th</sup> October 2016

#### Capital:

Austinmer Pool – Low tides this month will allow completion of repairs.

Bulli – Clubhouse refurb in progress – some minor daily site issues being resolved.

North Wgong – Club Refurbishment – same foot print, move surf boats off site. Council decision end June 17, funding applications 17-18, start refurb 2018 -19.

Scarborough: refurb internals of existing club house – all separate dwelling alternatives explored and now exhausted.

#### Dune Management Strategy:

Fairy Meadow – approvals in place, kick off early Nov 16

Corrimal - approvals in place, kick off early Nov 16

2 different contractors to be used.

#### Service Level Agreement:

Joint Patrol audits have commenced.

**General Business**

**Licensing:**

Common license amongst clubs still preferred.  
WCC to deal directly with clubs individually.  
Clubs to contact Paul Dorahy direct.

**Wedding bookings on beach:**

Restrict weddings to allow latish bookings of beaches for carnivals....to be explored.

**Aerial (shark) Patrols:**

SLA with "Touchdown" for 830am patrols on Wednesday & Saturdays (Department Primary Industries contract) – before 15 knot winds get up.

WCC also has negotiated a call out service plus one patrol on Sundays – 7<sup>th</sup> December to April – 2 passes south to north before 10am, on an outgoing tide.

Other callouts can be arranged via SLSI Duty Officer and Council Lifeguard supervisor (Touchdown to be in the air within 15 minutes).

**SLSNSW Governance Review:**

DP Participated in a survey / interview with Don Walter, from Walter Allen Hall.

Aim: to obtain perceptions/views on SWOT analysis of SLSNSW governance.

Result: Suggestions on alternative governance & organisational models for consideration by the board.

Opportunity: Strategic plan for SLSNSW.

**Annual SLSI Executive Performance Review:**

Brad Ryan-Agnew (consultant) has completed first pass data review phase.

Draft - interim findings received and for discussion in general business.

**SLSI Life Membership criteria:**

Follow up from previous Branch council meeting: Recommendation from clubs received?

*Moved: Maria Caldwell*

*Seconded: Jayson Norris*

*Carried*

**7. GENERAL BUSINESS**

- Lifesaving: Decision on SLSI support for Corrimal Saturday patrol exemption to be held over until Corrimal SLSC active membership strength is reviewed.
- EOI to go out for Life Membership Committee members, response due in by 7 November. SLSI Life Membership Nominations from Clubs due in 15 November.
- Draft interim SLSI Exec Performance Report reviewed, comments required from Exec.
- Matthew Theris attended the Masonic club for a de-fib demonstration.
- Club proficiency breach to be taken up with SLSNSW.
- Whilst Maria Sewell is on leave, Teaniel Mifsud is volunteering in the Branch office, 3 days a week.
- Ongoing discussion with SLSNSW in regards to the Community Education Program.
- Age Managers Course on 5 November will be facilitated by Doug Hawkins from Coogee. Further EOI notice to go out.
- A reminder is to go out to all clubs about compliance to the ATV Policy LS6.2.

**ACTION**

- Jayson Norris
- Amy Vella
- Executive
- Matthew/Peter
- Matthew Theris
- Amy Vella
- Amy Vella

**8. NEXT MEETING**

22 November, 2016 @ 6.30pm