

**Surf Life Saving Sydney Northern Beaches**  
**Board of Management Tuesday 2nd June 2009**  
 Warriewood SLSC

**ATTENDANCE** Gordon Lang (President), David Murray (Deputy President), Phil Cullis (Director Finance & Administration), Michael Wasley (Director of Education & Assessment), Steve Faddy (Director of Rescue Services), Ross Tester (Director of Youth & Membership), Steve McInnes (CEO), David Piper (Queenscliff), Stephen Bennett (Freshwater), Adrienne Lowe (Dee Why), Doug Lucas (Long Reef), Peter Madden (South Narrabeen), Tracey Lake (Narrabeen), Matt Sheridan (Warriewood), Geoff Raper (Bilgola), Christine Hopton (Avalon Beach),

Delegates and visitors as per attendance book.

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**APOLOGIES**

Michael Bate (Director of Surf Sports), Alan Mason (Director of Sponsorship & Marketing), Jen Huston (Manager), Robbie Williams (Manly), Bryn Russell (South Curl Curl), Ian Thurgood (North Curl Curl), Greg MacMahon (Collaroy), Michael McDermott (North Narrabeen), John Woods (Mona Vale), Ted Smithies (Newport), Terry Kirkpatrick (North Palm Beach), Martin Armstrong (Whale Beach), Damian O'Shannassy (North Steyne), Jason Millett – Palm Beach

**PROXIES**

John Lewis (Whale Beach), Tim Jones (South Curl Curl), Geoff Cooper (North Steyne), Jason Oakes (Narrabeen Beach), Matt Halakas (Newport)

**NEW DELEGATES**

**PREVIOUS MINUTES**

**Branch Board of Management Minutes of 7<sup>th</sup> April 2009.** - Carried

Outstanding actions and Business Arising from Minutes - as per Attached Board Management Report

**MINUTES**

Item	Area	Discussion	Action	Date
1716	General	<p>Presentation given by Kathy Astridge from Bunnings offering eco solutions, tamper resistant items, water tanks, rain harvest equipment &amp; pumps at Trade prices. Clubs can apply to Bunings for credit facility.</p> <p>All products can be claimed under the Ecosurf grant and Bunnings can install items.</p> <p>President question whether this makes a difference to our existing water grant? Kathy advised no, it doesn't matter where you use the products, inside or outside. President requested a soft copy of presentation by supplied for absent clubs.</p>	Info	n/a
1717	General	<p>Presentation by Kristen Raper and Ben Neighbour re SLSNSW Junior leadership course 18-25 years</p> <ul style="list-style-type: none"> <li>• Relevance of member services to the 18-25 age group</li> <li>• Leadership workshop &amp; activities "Everyone has the power to change something in their club"</li> <li>• "Professional" lifeguards vs lifesavers</li> <li>• What are 1 or 2 ideas that you will take back to your clubs?</li> <li>• The patrol captains should be leading by example</li> <li>• Ideas for youth retention</li> <li>• What do you think are the greatest issues for the 18-25's?</li> <li>• Agreement on wearing the patrol cap</li> </ul>	Info	n/a
1718	General	<p>President Presentation</p> <ul style="list-style-type: none"> <li>• There are 3 leadership courses run by state every year; Junior camp, 18-25 and 30+ camp which is coming up.</li> </ul> <p>Branch encourages every club to nominate members to go to</p>	Info	n/a

		<p>these courses.</p> <ul style="list-style-type: none"> <li>Highlighted issues in graphs; core membership and membership attrition since 2005.</li> <li>A summary of club presentations and AGM's, encouraged Presidents to invite Branch representative to attend.</li> </ul>		
1719	General	President advised that the 2020 Implementation Workshop report has been distributed. President requested that team leaders from the 2020 Implementation workshop provide a progress report at the next BoM.	All Presidents	7th July
1720	General	President reminded Club Presidents to be aware of their responsibilities under the OH&S Act. A summary of the Act was provided with the agenda. CEO noted details attached on page 24, each club president has the same OH&S responsibilities as an employer	Info	n/a
1721	General	President advised that clubs should seek the advice of their accountant regarding GST on membership fees. SLSNSW circular is not definitive although it suggest that membership of Active members is GST exempt . Deputy President advised there should be a formal meeting to exempt GST from membership	Info	n/a
1722	General	President advised a notice on NSW championships was circulated this week, any club in the Branch who is interested in hosting the event has full support of the Branch.	Info	n/a
1723	Finance & Administration	Director advised Branch budget it under by \$2.5k currently The schools financial year is drawing to a close, the schools budget is under at \$18k due to reviewed programs this year, the schools picks up part fo the costs of vehicles, wages and other costs of the Branch CEO advised the sales forecast for the school was based on the new pricing structure but most of the programs conducted were locked into old pricing. Projected income for 2009/10 already exceeded 2008/09. The Director proposed that the Financial reports be accepted.	Motion	Carried
1724	Education	Director advised proficiency cards for 2009/10 will be orange with room for multi-awards to be listed. Numbers on the cards will relate to the boxes on the back, currently waiting on finalisation from State.	Info	n/a
1725	Rescue Services	<p>Director gave overview of recent Board of Lifesaving meeting</p> <ul style="list-style-type: none"> <li>New list of approved lifesaving equipment SLSA 81-0809 Bobcats now approved and there are new SLS specific first aid kits.</li> <li>Reminder oxygen tanks from BOC \$5.46 for Oxyvivas compared to \$21 from normal</li> </ul> <p>Question was raised if clubs are required to pay for oxygen cylinders, Director advised he didn't believe so but will follow up and clarify at next meeting</p>	Director Rescue Services	7 <sup>th</sup> July
1726	Rescue Services	Director advised Vessel registration will be the same as last season If any clubs have disposed of vessels they must fill in the SLS forms .	Info	n/a
1727	Rescue Services	<ul style="list-style-type: none"> <li>Director advised ATV inductions must be recorded in Surfguard to cover OH&amp;S and liability , Director advised Drivers licences must also be recorded. It is the responsibility of the Club to ensure that ATVs are used in accordance with procedures. Clubs need to be vigilant in this regard to avoid potential incidents.</li> <li>Clubs should do everything they can to help</li> <li>This is a matter of education</li> </ul> <p>ATV induction workbook is only completed in the first year, after that every member must have a re-induction to equipment.</p>	Info	n/a
1728	Rescue Services	Director advised State and national carnival entries will be linked through Surfguard next season, Surfguard will automatically check patrol hours, proficiencies and existing work cover claims. Question was asked if a claim is outstanding will this still effect the competitor, President advised this was to be clarified.	Director Rescue Service	7th July

1729	Rescue Services	Director advised SLSA are re issuing complete uniforms prior to new season and are asking for number estimates. Director asked each club to send their number to SLSA and a 2 <sup>nd</sup> copy to Branch office. President requested clubs reply within a week.	All Clubs	10th June
1730	Rescue Services	Director advised SLSA 75-0809 Dollar for dollar assistance fund closes Sunday 14 <sup>th</sup> June	Info	n/a
1731	Rescue Services	Director advised there is a new Rescue Tube supplier in QLD Rob Dove <a href="mailto:rdove@lifesaving.com.au">rdove@lifesaving.com.au</a> (07) 3846 8000 Suggestion to the branch to bulk buy equipment to reduce shipping costs QLD quality is assured. Director noted the company does not supply patrol caps, Creaata claim to have run out of material last year. One club claimed to have found a website that sells caps at a reduced price, President commented Director of Rescue Services will email presidents with information and that Branch is happy to support.	Director Rescue Services	7 <sup>th</sup> July
1732	Rescue Services	Discussion on Patrol Hours for next season: Whale Beach delegate asked for comment on the SLSNSW patrol hours issue Director advised John Restuccia from SLSNSW has rejected Pittwater clubs February hours cut back and advised Director he would take the issue to the State Executive, no reply has been received to date.. Whale Beach delegate asked what recourse they have when the issue is rejected? President noted there should be a consultation in regards to last years agreements, Whale Beach delegate questions that State are there to support clubs and the Branch. Pittwater clubs and members are suffering from the commercial arrangement between SLSNSW and Pittwater Council Narrabeen Beach President advised Director Rescue Services had taken the agreements to State without the input of all 21 clubs, he further commented that club captains don't have the authority through their board to make final decisions or binding agreements on behalf of the Branch to take to State - only the BoM has the authority to agree or disagree with policies. Warringah Clubs are currently in the process with the council to remove lifeguards, if lifeguards are patrolling certain hours it is incumbent of clubs to match them. Whale Beach delegate advised last season the set procedures were followed through to SLSNSW and issues were not recognised , nothing has happened this year. Narrabeen Beach President stated there must be due process followed within this forum. President commented that he understands the point on procedure and that the Branch should go to State with what the Clubs wants. Narrabeen Beach President further questioned the process through the BoM., Director of Rescue Services advised this BoM has been the first since the BoL meeting. Narrabeen Beach President asked Director if he had received any correspondence from Manly, Collaroy, Sth Narrabeen and Nth Narrabeen, Director advised if a club did not reply to the request for change of hours/service agreement their hours remained the same as the previous year. Narrabeen Beach President stated that no director has the authority to submit anything from a sub-committee level if it falls between BoM meetings and the issue should have been on the agenda of the last BoM. Director Rescue Services commented that only Pittwater clubs had their hours changed, Narrabeen Beach President advised he didn't want Warringah Clubs hours changed without BoM approval. Any changes should be immediately withdrawn. President closed the discussion noting that Director Rescue Services via the CEO will distribute the hours sent to SLSNSW and and clubs with issues should let the CEO know within two days	Director Rescue Services	5 <sup>th</sup> June

1733	Surf Sports	<p>Director of Youth and Membership Development advised on behalf of Surf Sports Director there had been discussions at last Surf Sports Meeting to hold a Battle of the Barnchs Carnival series run by SNB, Central Coast, Hunter, and possibly Sydney branches. Director advised the series would cost approximately \$25000 in seed funding to establish and stage, with the majority of this being covered through sponsorship and entry fees. BoSS budget is currently in the black, BoSS agreed on the idea and is now returning it to the BoM</p> <p>President requested a cost analysis of the event and a formal business plan to be put forward to the Branch Executive. Director of Finance requested to see detailed finance figures</p>	& Director of Surf Sports	7th July
1734	Youth & Membership	<p>Director proposed event for 11-14 year olds which would combine lifesaving and surf sports. The idea brought forward by the Hunter Branch. Director is currently looking for a November date and a sponsor. Director of Finance advised Director would need Executive agreement for funding.</p>	Info	n/a
1735	Youth & Membership	<p>Director raised the issue of introducing Identification cards for event officials and assessors, and asked for a rough idea from clubs who would be interested. Question was asked if awards could be listed on one side of the card, Director advised yes, the approximate cost would be \$1.20 per card. President commented that the issue has been discussed previously and it is not cost effective if introduced only for officials, Avalon Beach President asked who would the sponsors be and if they were from outside the local community would they be appropriate?</p> <p>President replied that they were only looking for interest at this stage. Queenscliff President noted Queenscliff had already set new season prices and if anything was approved it wouldn't be considered until next season.</p>	Info	n/a
1736	General	<p>President advised 2 late nominations were received for elected committee panels following the 05 May meeting. These needed to be endorsed by the BoM.</p> <p>Rules and Constitutions – Terry Kirkpatrick  Judiciary Committee – Terry Kirkpatrick and Ian Thurgood</p> <p>President proposed that these nominations be accepted.</p>	Motion	Carried
1637	General	<p>Support Officer gave an update on Club development program, a copy of club induction booklet was given to each club, clubs to advise how many copies they would like. A copy of the Retention and Recruitment booklet was also handed out to clubs, this will be incorporated into the SLSNSW Club Guide.</p>	All Clubs	7 <sup>th</sup> July
1738	General	<p>CEO welcomed Christine Hopton to the Branch in the new part-time role of Marketing, Sponsorship and Communications Officer. Christine will be working closely with local media and Branch sponsors.</p>	Info	n/a
1739	Sponsorship & Marketing	<p>CEO advised that Alan Mason has applied for leave of absence and is currently overseas.</p> <p>The Sponsorship and Marketing Plan has been revised an updated and the budget prepared for 2009/10.</p> <p>Red and Yellow pages have been delayed to allow for an electronic payment gateway to be added to allow automated payments.</p>	Info	
1740	General	<p>President commented on the Unomedical situation, Dee Why President commented that Dee Why SLSC hadn't been getting the first aid supplies they had ordered. Director Youth &amp; membership questioned what the Unomedical status was. CEO advised Unomedical had agreed to honour the remainder of their agreement but were unsure of the time period.</p>	Info	n/a
1741	General	<p>President advised that Club Annual report submissions for the Branch Annual Report were due yesterday</p>	All Clubs	2 June
1742	General	<p>President encouraged President to nominate members to attend the 30+ leadership conference conducted by SLSNSW</p>	All Clubs	17 <sup>th</sup> July

1743	General	President advised the strength of the Branch is in the panels, if clubs don't send members they will not be included in decisions and discussions.	Info	n/a
1744	General	Queenscliff President put forward a vote of thanks to the Branch staff for an excellent night last Friday at the Branch Awards.	Info	n/a
1745	General	Bilgola President questioned whether there was any feedback on gear sharing with lifeguards from SLSNSW? President advised there had been no response to date.	Info	n/a
1746	General	Director Rescue Services advised he has found a contact for new patrol caps	Info	n/a
1747	General	President advised next BoM 7 <sup>th</sup> July	Info	n/a

Meeting closed at 9.33pm