

**Surf Life Saving Sydney Northern Beaches**  
**Board of Management Tuesday 10<sup>th</sup> November 2009**  
 North Narrabeen SLSC

**ATTENDANCE**

Gordon Lang (President), David Murray (Deputy President), Michael Wasley (Director of Education and Assessment), Ross Tester (Director of Youth & Membership), Phil Cullis (Director of Administration & Finance), Steve Faddy (Director of Rescue Services), Robbie Williams (Manly), Damian O'Shannassy (North Steyne), Stephen Bennett (Freshwater), Bryn Russell (South Curl Curl), Ian Thurgood (North Curl Curl), Adrienne Lowe (Dee Why), Peter Madden (South Narrabeen), Tracey Lake (Narrabeen Beach), Michael McDermott (North Narrabeen), Matt Sheridan (Warriewood), Jon Dibbs (Mona Vale), Phil Brown (Bungan Beach), Ted Smithies (Newport), Geoff Raper (Bilgola), Christine Hopton (Avalon Beach), Martin Armstrong (Whale Beach), Sam Burton-Taylor (Palm Beach), Terry Kirkpatrick (North Palm Beach).

Delegates and visitors as per attendance book.

**APOLOGIES**

Alan Mason (Director of Sponsorship & Marketing), Michael Bate (Director of Surf Sports, David Piper OAM (Queenscliff), Greg MacMahon (Collaroy), Doug Lucas (Long Reef) Jason Oakes (Narrabeen Beach)

**PROXIES**

Michelle Rae (North Palm Beach), Lucy Davis (Palm Beach), John Fahey (Collaroy), Peter Gard (Manly), Steve Haggett (Dee Why), Rohan Fisher (South Narrabeen)

**NEW DELEGATES**

Stephen Dadour (Bilgola)

**PREVIOUS MINUTES**

**Branch Board of Management Minutes of 6<sup>th</sup> October 2009.** – Carried Tracey Lake (Narrabeen Beach), Steve Haggett (Dee Why)  
 Outstanding actions and Business Arising from Minutes - as per Attached Board Management Report

**MINUTES**

| Item | Area                    | Discussion   | Action    | Date                 |
|------|-------------------------|--|-----------|----------------------|
| 2051 | Sponsorship & Marketing | Sponsorship & Marketing Co-Ordinator Chris Hopton gave a presentation on Boardies Day which is being held on 27 <sup>th</sup> November. Westpac is asking for three – five volunteers from each club to help at local branches on the day. If Clubs could contact Chris at the office early next week with names she will co-ordinate locations. This day will be a great opportunity for exposure however its success will be dependent on the support received from clubs. It is noted that a number of clubs who have conflicting sponsorship arrangements are not expected to participate. Money raised on the day will be divided by the number of clubs who participate and Branch | All Clubs | 18 <sup>th</sup> Nov |
| 2052 | Sponsorship & Marketing | Presentation given by Andy Kidd and Jennifer Luff from Westpac, the presentation outlined what Westpac was doing and encouraged Clubs to email out seminar flyers to their members and also include on their website.<br>Discussion of "building on existing relationship with Northern Beaches. Boardies day a big event however other initiatives include: <ul style="list-style-type: none"> <li>• Nipper bags, Westpac providing bags and people power to assemble bags</li> <li>• Opportunity to set-up third party referral arrangement</li> <li>• Equipment grants</li> <li>• Info Guide</li> </ul> It was noted Westpac and Surf Life Saving have the longest commercial         | Info      | n/a                  |

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|      |                         | relationship which has been there for 36 years. Contract with branch has not been finalised but will go through the Sponsorship & Marketing Committee to review before being presented to Presidents for approval   |           |                      |
| 2053 | Sponsorship & Marketing | <p><b>2020 followup - Administration Group:</b><br/>Ian Thurgood spoke regarding standardising Chart of Accounts, his group are working on a template which should be able to be loaded into MYOB this would make all reporting a lot easier, it is hoped this will be finalised for next meeting for Presidents to look over.<br/>President noted that an approach was being made to MYOB to try and secure a Branch licence which would enable all clubs to use.</p> <p><b>2020 follow-up - Stakeholders Group</b><br/>This presentation will be held over until the December BoM</p> | Info      | n/a                  |
| 2054 | Executive Minutes       | <p>Item 2034: Question was asked on whether the State Carnival Entry System and the Northern Beaches entry system cross check with Surfguard, it was advised both systems do cross reference with Surfguard.</p> <p>Item 2038: Question was raised on Interbranch levy, it was advised the Interbranch fundraising had not reached budget however other costs had been cut to bring in under budget.</p>  | Info      | n/a                  |
| 2055 | Finance & Admin         | <p>Director advised the Branch financial year was half way through and a break even result was expected by the end of the financial year. Director noted Education costs were way above budget due to Branch having to purchase the new Bronze manuals, however there was an income line to offset this expense.</p> <p>Motion: To Accept Financial Reports presented. Carried.</p>   | Motion    | Carried              |
| 2056 | Finance & Admin         | <p>Director advised there was currently an offer in on two buildings in the same complex, photos of the complex were presented. Both buildings have plenty of storage however some work would need to be done on the office space. Branch is aiming to have training facility and the office finalised by the end of financial year (March 2010).</p> <p>It was also noted SLSNSW is purchasing a building at Belrose and expect to move in by March 2010. SLSA is moving to Mascot.</p>  | Info      | n/a                  |
| 2057 | Education               | <p>Question was raised on the new IRB resources where the questions are no longer multiple choice, <a href="#">the written questions are now completed as a general discussion during the assessment, providing all participants join in the discussions.</a></p> <p>Feed back from the new Bronze resources has been very good.</p>  | Info      | n/a                  |
| 2058 | Youth & membership      | <p>Tafe scholarships were offered last year and received a limited response. Director encouraged all clubs to promote these scholarships which are not only for the younger people but also on offer for adults wanting to retrain in various courses. Link with full details is available on Branch website <a href="http://www.surflifesaving.net.au">www.surflifesaving.net.au</a></p>   | Info      | n/a                  |
| 2059 | Youth & membership      | <p>Director advised that all clubs MUST have a representative attend the training night being held next Wednesday at Narrabeen Beach SLSC at 7pm, Director asked clubs to let Sally at Branch office know urgently who will be attending. Training course covers the perils of running a surf club and covers events, equipment and member protection. This course will be recognised as an accredited course in 2010.</p>  | All Clubs | 16 <sup>th</sup> Nov |
| 2060 | Youth & membership      | <p>Director requested clubs ensure their Surfguard information is kept up to date as it appears a number of clubs had not finalised their Nipper memberships.</p> <p>It was noted that SLSNSW works out fundraising around this data, approx 43% of this is based on patrol hours which includes water safety for Nippers.</p>  | Info      | n/a                  |
| 2061 | Rescue Services         | <p>Director advised there was a Life saving teleconference tomorrow and he would report back next month with details.</p>   | Info      | n/a                  |

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| 2062 | Rescue Services         | Director drew attention to the Rescue of Month information which was handed out, full details of this is available from Circular 3144.   | Info      | n/a                  |
| 2063 | Rescue Services         | Director spoke on the new "beachsafe" website which gives details for every club and beach in Australia including patrol times. Surfcom now has an electronic database which will enable all info to be loaded into Surfguard which then gets updated onto the Beachside website.  | Info      | n/a                  |
| 2064 | Rescue Services         | Director requested clubs use Channels 25 – 30 for water safety, club swims and carnivals, Channel 2 should not be used for these.  | Info      | n/a                  |
| 2065 | Rescue Services         | Director advised Patrol Assessments start from this weekend, each club will have five assessments.   | Info      | n/a                  |
| 2066 | Rescue Services         | Director advised the re-assessment for gear was held last weekend.   | Info      | n/a                  |
| 2067 | Rescue Services         | Director advised 13SURF number should not be published for the general public to use, emergency calls should be directed to 000 or Surfcom.  | Info      | n/a                  |
| 2068 | Sponsorship & Marketing | EnergyAustralia has offered to do energy audits for all clubs, they will then put together a report and help clubs put a grant together to have work done. Clubs should contact Chris Hopton at Branch to organise.  | Info      | n/a                  |
| 2069 | Support Officer         | Sally Mulligan advised the Club Development programs were going well, Freshwater Club has almost finished and it was noted they have a very strong committee. There are current 14 clubs doing the program. Dee Why president advised the program was very worthwhile and encompassed all areas of the club, it accentuated areas where the club was doing well and where they needed work. North Narrabeen President advised the program went through all areas of the club showing where club may have lapsed and what was being done well. A graph of the activity for the least 3 years made the program very easy to understand. The program has helped North Narrabeen involve non-committee members and given the club an opportunity to work in partnership with a school. | Info      | n/a                  |
| 2070 | Support Officer         | Support Officer advised the patrol captain mentoring orientation day would be held on 12 <sup>th</sup> December, so far there are 30 participants registered between ages 17 – 22 years old. There will be between 6 and 8 floating patrols. Training days will be held to update all awards including Basic Beach Management, defib, spinal and IRB   | Info      | n/a                  |
| 2071 | Support Officer         | Surf Club facility development program applications due by 18 <sup>th</sup> December, all info available on SLSNSW website.  | All Clubs | 18 <sup>th</sup> Dec |
| 2072 | Support Officer         | A sponsorship and marketing workshop is being held next Monday at Warringah Council, the guidelines and structure would be very beneficial to all clubs. Cost is \$20 per person, application forms are available at Sport and Recreation website or contact Sally at Branch office.   | Info      | n/a                  |
| 2073 | General Business        | President advised State Life Membership was awarded to four recipients from the Northern Beaches Branch at the weekend State Meeting. Simon Moriarty, Gary Cook, Ray Brennan and Peter Daley   | Info      | n/a                  |
| 2074 | General Business        | Director advised there were a few refinements to the MOC criteria which was attached and asked for a motion to accept these changes  | Motion    | Carried              |
| 2075 | General Business        | President advised the timing and structure of the National and State awards are changing, this will impact on the timing of Club and Branch awards. More information to be sent out when available. The proposed format is club winners will be nominated for Branch awards, branch winners nominated for State awards and State winners nominated for National awards. It was noted that often when filling out nomination forms often clubs do not meet/address criteria; the decision is also based on the presentation of the nomination.  | Info      | n/a                  |
| 2076 | Youth & Membership      | Junior Life Saver of the Year nominations are being called for, Director asked all clubs nominate 2 juniors, one male, and one female. Full details  | Info      | n/a                  |

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|      |                  | and nomination form will be sent out next week.   |      |     |
| 2077 | General Business | President spoke on Club Compliance which was raised at the State AGM, President advised all clubs were compliant however a number of clubs have not advised SLSNSW if their contact details in SurfGuard has been updated., clubs should do this asap   | Info | n/a |
| 2078 | General Business | Discussion on the Ocean Thunder letter attached to minutes, letter advised SLSA would not sanction this event which means clubs and participants are not covered by SLSA insurance.   | Info | n/a |
| 2079 | General Business | President advised Manly LSC held a Drug and Alcohol seminar last weekend, congratulations to Manly as there had been very positive feedback from this seminar, President encouraged all clubs to do similar programs as part of their obligation the younger members of their clubs.  | Info | n/a |
| 2080 | General Business | President spoke about upcoming 50 Year Anniversary dinner, initial club support for this was not strong however the dinner would be going ahead as it was important to celebrate the achievements of the Northern Beaches Branch over the past 50 years. The ticket price is based on a break even result. The 50 Year function is a separate event to the annual MOC night.                        | Info | n/a |
| 2081 | General Business | Narrabeen President spoke on behalf of Long Reef President regarding the Australian Everest expedition which was raising money for Bowel Cancer Australia. Long Reef President will be taking part in 320km paddle which will take 8 days and is asking all clubs to donate \$320 towards the cause. Full details available on the website <a href="http://www.paddle320.com">www.paddle320.com</a> | Info | n/a |
| 2082 | General Business | Dee Why President noted their annual golf day was being held on 13 <sup>th</sup> December and flyers were available on the website  | Info | n/a |
| 2083 | General Business | Newport President advised he was approached to supply community support at Bayview Park on New Year's Eve where the fireworks are held each year, there are a huge amount of people who attend this event, he requested this should involve all Pittwater clubs not just Newport  | Info | n/a |

Meeting closed at 9.08pm