

**Surf Life Saving Sydney Northern Beaches**  
**Branch Executive Meeting January 20<sup>th</sup>, 2009**  
 Branch Office, Unit 2/5 Vuko Place, Warriewood, 2102

**ATTENDANCE**

Gordon Lang (President), David Murray (Deputy President), Phil Cullis (Director of Administration & Finance), Ross Tester (Director Youth & Membership Services), Steve Faddy, (Director of Rescue Services), Alan Mason (Director of Sponsorship & Marketing), Steve McInnes (Chief Executive Officer), Jen Huston (Manager).

**APOLOGIES**

Michael Wasley (Director of Education & Assessment), Michael Bate (Director of Surf Sports),

**PREVIOUS MINUTES**

**Branch Executive Minutes of November 18th 2008**

**Moved:** Ross Tester, seconded by Phil Cullis- Carried

Outstanding actions and Business Arising from Minutes – as per Attached Executive Report

**MINUTES**

Item	Area	Discussion	Action	Date
1470	General	President requested an Action list be distributed for Directors following Executive & BoM meetings	Manager	Ongoing
1471	Sponsorship & Marketing	Director advised the annual Insurance Industry Sailing regatta has been postponed, after spending a number of months organizing and due to an increase in costs the end result looked very marginal and not worth the effort. After the number of years the event has been running the Institute did not want to cancel altogether, the Director is putting together a new package and looking to hold the event sometime in September.	Info	n/a
1472	Sponsorship & Marketing	The Director advised he had a meeting with the Motor Accidents Authority last week regarding potential sponsorship. He was advised the organisation was not interested in brand type sponsorship or in club programs, however they are interested in the Surf School. Director is preparing a proposal for them and will have before the end of the month. The Surf School would be a good opportunity for them to get their message out to target group that being road safety issues which could be built into classroom modules. They advised they were not interested in naming rights.	Director Sponsorship & Marketing	31 <sup>st</sup> January
1473	Sponsorship & Marketing	Director raised concern over the current Davenport sponsorship, at present there are still 3 towers which haven't been taken up. Director of Youth & membership advised Narrabeen Beach will be taking one but are having difficulty organizing a delivery. Director also advised it would be great coverage to have one of the towers at the upcoming Manly and Freshwater for the carnivals next weekend which are the 2 biggest carnivals, the problem again is delivery and the towers would need to be picked up immediately after the carnivals finish. Director requested photos be taken at the Clubs where the towers are being used to enable Director to send a report back to Davenport. It was also suggested a tower be used at the Branch Championships.	Info	n/a
1474	Sponsorship & Marketing	Director advised he had been unsuccessful in finding a sponsor for the upcoming Branch Championships. As the carnival runs across three days it was suggested each of our major sponsors be given a naming rights day. We need to ensure promotional material for the relevant sponsor will be available on their given day. CEO to discuss Maverick marketing, it was also noted sponsors attending the Branch carnival	CEO	23 <sup>rd</sup> January

		need to be looked after.		
1475	Sponsorship & Marketing	Discussion was raised on the OH&S issues regarding tents, Director of Rescue Services has spoken to a number of club captains for advice, he advised the pegs need to be dug quite deep into the sand and the ropes should be at 45 degree angle. It was suggested a procedure guide may be needed for clubs to ensure tents are erected securely.	CEO Rescue Services	3 <sup>rd</sup> February
1476	Sponsorship & Marketing	Discussion was raised on the disappearance of the 'Zom column' from the Manly Daily, this was a decision by the Manly Daily.	Info	n/a
1477	Sponsorship & Marketing	Discussion on the Streets sales at the Queenscliff and Manly carnivals where sales were disappointing. Stock was sold out at the Narrabeen junior carnival where representative from Streets attended, there were also very good sales at Mona Vale for the Ocean Swim.	Info	n/a
1478	Competition	Director of Youth & Membership suggested Branch purchase four waterproof radios for IRBs and will discuss with Director Surf Sports, if one of the hired radios goes in the water it will cost approx \$1000 to replace.	Director Youth & Membership	17 <sup>th</sup> February
1479	Education	Director raised an issue with IRB proficiencies at one club which need to be addressed before the Branch Championships. Director to ensure proficiencies are conducted.	Director Education & Assessment	30 <sup>th</sup> January
1480	Education	It was advised an audit on Club proficiencies will be done at Branch next week.	Info	n/a
1481	Finance & Administration	Director advised the Branch was trading well within budget but raised a number of questions on the journals for the <ol style="list-style-type: none"> <li>1. New vehicle purchases</li> <li>2. Depreciation on carnival equipment</li> <li>3. Depreciation on old vehicles.</li> </ol> Manager advised she was meeting with accountant next week to clarify. Director requested these be clarified prior to BoM reporting. Director advised the Surf School was also going well within budget, Revised pricing on courses and actual costs should show a true reflection on how business is performing.	Manager	31 <sup>st</sup> January
1482	Finance & Administration	Cheque register for December presented. Motion: Branch Executive to accept Cheque Register presented.	Motion	carried
1483	Finance & Administration	Financials for Branch and School presented. Motion: Branch Executive to accept financial reports presented.	Motion	carried
1484	Finance & Administration	Question was raised if Branch is claiming fuel tax credits, Manager advised Branch was registered however clarification was needed on what we could claim. President suggested speaking with Matt Hanks at SLSNSW to confirm.	Manager	17 <sup>th</sup> February
1485	Finance & Administration	Director advised a Finance meeting would be held on 5 <sup>th</sup> February.	Info	n/a
1486	Sponsorship & Marketing	Director advised there would be a Sponsorship meeting held on Wednesday 28 <sup>th</sup>	Info	n/a
1487	Youth & Membership	Director advised the Junior Life Saver of The Year winners were announced at the Narrabeen Beach carnival last Sunday. They were Cassidy Forbes from Mona Vale and Aaron Johnstone from Collaroy who were both outstanding. In addition to this there were also 4 High commendations given to Matilda Lamb (Collaroy), Emma Jeffcoat (Long Reef), Oliver Friedman (North Steyne) and Liam Yeates (South Curl Curl). Director is organising training before Branch championships and will follow up with Hanson Media to ensure there is a story done on		

		them . Both winners will do a presentation at the February or March BoM.		
1488	Youth & Membership	Director raised concern over Branch guides being mailed direct to club members. He reported none of the Junior Life Saver nominees had seen one of the guides. It was suggested the way to communicate with this age group is through the Facebook site which has been setup, this needs to be upgraded and kept up to date. Director to organize someone with the knowledge to do this. It was suggested this could be part of the tasks for the Junior Life Saver of the Year winners.	Director Youth & Membership	17 <sup>th</sup> February
1489	Youth & Membership	Director advised the junior Carnival at Narrabeen Beach went very well, there were difficult conditions on Saturday for surfboard riding, but Sunday was brilliant for other events.	Info	n/a
1490	Youth & Membership	Director reminded Executive that at Junior carnival bar should not be opened until the last event has been run. CEO to discuss with Palm Beach for Branch championships.	CEO	31 <sup>st</sup> January
1491	Youth & Membership	Director advised there were no updates on the JAC committee but will look at after the major carnivals had finished	Info	n/a
1492	Youth & Membership	Director to follow up with SLSNSW regarding using last year's Branch winners for this year's nominations, need to ensure we can use. Once this has been ascertained, Director to contact the people concerned to advise. Would like to have at least one nomination per category.	Youth & Membership	30 <sup>th</sup> January
1493	General	President advised there was a tentative booking for the Mayoral Ball to be held later in the year, Deputy President to review proposal.	Info	n/a
1494	General	Seven applications for the TAFE scholarship program were received, although the program was only for five scholarships the organizing body has approved all seven.	Info	n/a
1495	General	The Branch Support Officer position will be advertised end of month, should any of the Directors know of anyone who would be suitable for this role they should urge them to apply.	Info	n/a
1496	General	Pittwater Lifeguards - meeting was held prior to BoM, SLSNSW advised they would come back with an offer this week which still has not be received, CEO will follow up on this tomorrow. Once offer and details has been received a meeting will be organised to consider the offer.	CEO	23 <sup>rd</sup> January
1497	General	Change of date will be distributed for the next Presidents' dinner .	CEO	31 <sup>st</sup> January
1498	General	President advised he and CEO would be attending Warringah Council Beach management meeting tomorrow.	Info	n/a
1499	General	Warringah Councillor tour, new date to be advised.	Info	n/a
1500	General	President advised the Pittwater Councillor tour held last weekend went very well and he had received good feedback from a number of Councillors.	Info	n/a
1501	General	Strategy weekend is planned for July, Manager to send out suitable dates. President suggested a theme for the weekend should be 'Adding value to clubs at the portfolio level.'	Info	n/a
1502	General	President advised he would be meeting with Brett Harrod this weekend regarding the suitability of a number of sites to hold National titles in 2013/14.	Info	n/a
1503	General	SLSNSW have advised DLGR will do a presentation at the February or March BoM on the new Liquor licensing options.	Info	n/a
1504	General	2020 Implement meeting with be held on the 9 <sup>th</sup> or 16 <sup>th</sup> May. Further details will be advised.	Info	n/a

1505	General	President requested all Directors due for re-election to consider their intentions prior to the May meeting, this being Deputy President, Director of Rescue Services, Director Finance & Administration and Director of Sponsorship & Marketing.	Info	n/a
1506	General	There was some concern over the launch of the PRIDE campaign, but nothing has happened since. CEO to provide feedback to SLSNSW	Info	n/a
1507	General	Director of Admin raised concern over SLSA training 27,000 Westpac employees in first aid and asked the question on whether this was core business, it is not supplying an aquatic rescue service as per their mission statement.	Info	n/a
1508	General	Concern was raised of the introduction of a new award to administer new pain management drug. It was advised this was aimed at a small section of lifesaving fraternity – looking at country branches in particular not directed at every club.	Info	n/a
1509	General	Photographers passes will be at Manly, Freshwater and Branch Championships, see Ross Tester at the carnivals to obtain these. President requested the Photography media release also be distributed.	CEO	31 <sup>st</sup> January
1510		Sponsorship compliance with Surfcom to be trialled this weekend., report to be presented at February BoM	Info	n/a

Meeting Closed: 9.30