

**Surf Life Saving Sydney Northern Beaches**  
**Branch Executive Meeting 19<sup>th</sup> January 2010**  
 Branch Office, Unit 2/5 Vuko Place, Warriewood, 2102

**ATTENDANCE**

Gordon Lang (President), Phil Cullis (Director of Administration & Finance), David Murray (Deputy President), Michael Bate (Director of Surf Sports), 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)

**PREVIOUS MINUTES**

Branch Executive Minutes of December 15th, 2009

Moved, seconded they be accepted as a true and accurate record – Moved: Ross Tester Carried: Phil Cullis

**MINUTES**

Item	Area	Discussion	Action	Date
2222	Surf Sports	Director advised Branch program details have been emailed to everyone after much re-organising. Director had a meeting with Manly Council onsite today to discuss some building works which will be in progress during the Branch Carnivals. Director requested President speak to Queenscliff Club regarding charging for parking at the lagoon. Manly Council advised we are not permitted to charge parking fee. Director reported that as a result of a fee being charged at the recent Queenscliff carnival there had been a number of damaging notes on various websites. Director confirmed there would be no charge for parking on lagoon and believes Queenscliff Club should be manning the parking, Surf school staff will man the car park if needed. Director Rescue Services noted a number of officials advised they would not be attending if they had to pay for parking.	President	30 <sup>th</sup> Jan
2223	Surf Sports	Director presented an updated budget, Surf Sports in on target and there will be some surplus at the end of the season.	Info	n/a
2224	Surf Sports	President thanked Director for his work with the carnivals and requested his thanks be passed onto the Surf Sports board. Director noted there had been three well attended Official courses held this season which has helped increase official numbers at carnivals.	Info	n/a
2225	Surf Sports	President advised he has been approached by SLSA in regards to hosting the 2013/14 Australian Championships- a meeting will be held on Thursday afternoon with SLSNSW to progress. Kurrawa currently have a three year option if no other bids come forth.	Info	n/a
2226	Surf Sports	Director reported there is a circular out regarding proposed changes to the National Youth Championships ..Director will forward a copy of this paper club Presidents.	Director Surf Sports	3 <sup>rd</sup> Feb
2227	Surf Sports	President reported on an email received re: changing upper age categories at carnivals, Director advised this had been responded to by Greg Allum.	Info	n/a
2228	Surf Sports	President advised the Palm Beach twilight carnival is now being held on 20 <sup>th</sup> February not 13 <sup>th</sup> February as previously advised.	Info	n/a
2229	Surf Sports	Discussion on emails received from HarbourSeries; they do not have the right to use our email database. CEO to write to the	CEO	3 <sup>rd</sup> Feb

		organisers of HarbourSeries advising they are in breach of our agreement and the Privacy Act.		
2230	Surf Sports	Question was asked if SNB will be working with HarbourSeries, Director advised he has said no as they are wanting access to our database and insurance, there is no advantage for SNB as the people who compete in this series are not surf life savers, all the events are held in still water.	Info	n/a
2231	Surf Sports	Director Sponsorship & marketing advised Westpac was looking for additional opportunity next season for brand exposure in competition and they would like to own an event. Director advised we should think about what we can offer them and asked whether OceanSeries was viable? Epic Kayaks is on board for next year, however their sponsorship only covers prize money for the 20 Beaches race and there may be room for another sponsor.	Info	n/a
2232	Surf Sports	Question was asked on why Austinmere boat crew had already been chosen to represent NSW at National championships for boat relay? Director of Surf Sports advised he did not know but would make enquiries as the selection should be made after the Interstate at Collaroy this weekend.	Director Surf Sports	3 <sup>rd</sup> Feb
2232	Surf Sports	Director advised a special edition shirt would be given to every official at the Manly and Freshwater carnivals during the Australia Day carnivals.	Info	n/a
2233	Surf Sports	Director Youth & Membership requested a copy of paper from John Fitzgerald regarding changes to junior program. Director advised they were all listed in the State program which is available online.	Info	n/a
2234	Surf Sports	Director advised he had received a written request from Freshwater to use Surf Sports van to tow gear to Nationals. CEO advised Branch had received requests to use Branch cars from a number of club members and all requests had been declined.	Info	n/a
2235	Surf Sports	Discussion regarding promoting Branch Championships and VIP handling. Director advised there was a meeting tomorrow morning. Further discussion regarding parking. Director Sponsorship and Marketing suggested a shuttle bus service may work.	Info	n/a
2236	Surf Sports	Oceanseries details were discussed, branch takes 7.5 % from clubs events and 100% from 20 Beaches. Numbers for this year were up on last year. Profit should be just under \$10,000. Opportunity still there for 19 events however this would need a full time person to run & own. Oceanseries discussion paper to be circulated to Executive once finalized for a recommendation at the next Executive meeting.	CEO	9 Feb
2237	Finance & Admin	Director advised budget was travelling well however there were concerns regarding a number of late payments from Clubs. Manager to send reminders and if no response Director to send letter. Surf Life Saving School is doing very well, there are a number of outstanding accounts which will be paid when schools return next week. Motion to accept financial reports presented for Branch and Surf Life Saving School	Motion	Carried
2238	Finance & Admin	CEO reported Golden Stave has given the Surf Life Saving School a grant for \$10,000 towards running Stewart House	Info	n/a

		programs.		
2239	Finance & Admin	Director advised he had tendered an increased offer for the new premises (Western side building), the real estate agent will also forgo part of his fee, purchase price includes having all partition walls removed and new carpet laid. Director anticipates the sale to be finalised before end of financial year. President asked for general thought on whether the new building should have a name?	Info	n/a
2240	Surf Sports	Director advised a newsletter had gone out with all information pertaining to the Manly and Freshwater carnivals, this went to all Clubs and Branches, an update will be sent on Thursday.	Info	n/a
2241	Youth & membership	Director advised Junior Life Savers of Year were announced on Sunday at the Narrabeen Beach Junior carnival, the boy and girl winners were both from Manly LSC and they were outstanding. Branch will hold a workshop for all finalists in March where the aim will be to develop the projects which they have put in their application forms. Director thanked his panel which was comprised of Ian Crutch, Ann Stewart and Cassidy Forbes. One Club name was mistakenly omitted from the finalist shirts, all shirts have been recalled and will be reprinted to include missing Club. An apology has been sent to the Club. President suggested a run sheet should be done for all these events to ensure nothing is left to the last minute. Director thanked Sally Mulligan for a great job.	Info	n/a
2242	Youth & membership	Director advised he changed the last Manly Daily column to ensure SRC is recognised as a major award not just the Bronze.	Info	n/a
2243	General	President advised Manly Daily has a new editor who started last week.	Info	n/a
2244	General	Executive gave a vote of support to Laura Enever who won the Rip Curl women's junior title last weekend, Laura is a former JLOTY finalist and member of North Narrabeen SLSC.	Info	n/a
2245	Rescue Services	Director reported the review of SOP's had been released, Director will circulate to clubs and ask for suggestions/comments to be sent back to him to develop a report back to SLSNSW	Info	n/a
2246	General	SLSA CEO advised he had not received the letter from Branch regarding patrol uniforms and apologised for the lack of response. President advised he is of the opinion that every member should receive a uniform and no club should be paying for their uniforms. President reported he had advised SLSA Clubs would be wearing the old uniforms until new uniforms arrived. Director of Rescue Services advised there is a policy stating volunteers should not be expected to pay for uniforms. It was suggested clubs should consider collecting after each patrol, wash and return to club so there is always a pool of uniforms available. It was suggested a number of clubs still have boxes of old uniforms, email to be sent out asking if clubs have any extras and asking clubs who does not have enough, Branch will collect and redistribute.	CEO Manager	3 <sup>rd</sup> Feb
2247	General	Discussion on Westpac funding support services, President advised there would need to be a complete Business Plan including operational coverage for this. It was noted current jet skis need to be branded. Director Rescue Services advised there is no spare ski available at present.	Info	n/a

2248	General	President advised the Executive the Patrol hours need to be finalised with Warriewood SLSC.	Director Rescue Services	3 <sup>rd</sup> Feb
2249	Marketing & Sponsorship	CEO reported there were six nominations received for TAFE scholarships, and only five positions were available, the committee ranked all six however it was discovered two of the applicants are ineligible as they received the scholarship last year. Letters to the four successful candidates will be sent this week. Winners will also be announced in the Manly Daily.	CEO	3 <sup>rd</sup> Feb
2250	Marketing & Sponsorship	Copy of media coverage, mix between general club news, sport and life saving is great. Director noted there is a lot more coverage than before however it is all local press. Director asked for the sponsorship co-ordinator to give a percentage on each section. Copies to be made up and given to all Presidents and Business Partners at the end of the season, it was noted the Tuesday columns should also be included in this collection.	Sponsorship Co-Ordinator	6 <sup>th</sup> April
2251	General	Deputy President advised plans for 50 Year Dinner are well under way however table confirmation letters need to go out urgently. Meeting is scheduled with Manager and CEO on Thursday to go through. A sheet will be handed out at next BoM advising table numbers.	Info	n/a
2252	General	27 <sup>th</sup> January meeting with Warringah Councillors and Club Presidents at Dee Why to help promote relationships, Executive are all invited to attend.	Info	n/a
2253	General	Constitution and by-law regulations, Simon Moriarty will attend the next Executive Meeting to discuss the rules and regulations. Neil Purcell and his committee have made changes to Life Member criteria, main changes are having the service years match State and National criteria and the addition of a Community Award to recognise significant contributors from those outside of SLS. Discussion ensued on the waterfall effect from Club Constitutions and what is the consequence if you are in breach. President advised this discussion should be held over until next meeting when Simon is attending.	Info	n/a
2254	General	President advised there is no date set for the Branch Awards as we are waiting on confirmation from SLSNSW for the State Awards.	Info	n/a
2255	General	Launched Red & Yellow Pages, slowly moving ahead however the message needs to get out to club members. Posters are being produced to send out to clubs, an email will be sent out from Surfguard database.	Manager	3 <sup>rd</sup> Feb
2256	General	Pittwater Council have their volunteer of the year award ceremony coming up, President advised he had been nominated for a citizen of the year award.	Info	n/a
2257	General	President reminded Executive we need to portray ourselves as a professional organisation, if there is any issue it should come back to Executive as formal process. We do have a code of conduct as members of SLSA and we should remind Clubs of what it says. A process needs to be put in place which can go out to the Presidents at the next BoM. Many clubs don't understand what Branch Executive does for club members, this should be put on agenda for next planning conference.	Info	n/a

2258	General	President advised there is a paper out from SLSA regarding portfolio directors, however President has been unable to obtain a copy to make comment on.	Info	n/a
2259	General	CEO advised there is a meeting with Manly LSC and SLSA CEO on Wednesday regarding uniforms. Protocol for correspondence to SLSA, SLSNSW and partners to be discussed at next BoM.	Info	n/a
2260	General	Letter to be sent to Danny Ryan saying thankyou for the work done on container, also an invitation to be sent to him for the Branch Championships VIP lunch.	Manager	n/a
2261	General	Director Rescue Services report North Steyne SLSC has had a defibrillator donated to them which is to have public access, this is the first in SNB and possibly first in the State.	Info	n/a
2262	General	Presidents reported this was an extremely busy time with all the major carnivals happening. President reminded Executive there would be the Branch Championships VIP lunch held at 12noon on Sunday 31 <sup>st</sup> January. All Club Presidents and their partners will be invited to attend.	Info	n/a

Meeting Closed: 8.45pm