

Surf Life Saving Sydney Northern Beaches

Branch Executive Meeting May 19th, 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), Steve McInnes (Chief Executive Officer), Jen Huston (Manager), Michael Bate (Director of Surf Sports) – arrived late 7.15pm

APOLOGIES

Michael Wasley (Director of Education & Assessment), Alan Mason (Director of Sponsorship & Marketing) - Leave of Absence

PREVIOUS MINUTES

Branch Executive Minutes of April 21st 2009

Moved: Phil Cullis, seconded Steve Faddy - Carried

Item 1619 from Executive Minutes should Read 5 nominations received.

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

MINUTES

Item	Area	Discussion	Action	Date
1682	Business Plan	Discussion on Business Plan review, it was decided CEO would go through the relevant sections of plan with each Director and update before next meeting.	CEO	16th June
1683	Finance & Administration	Director of Finance advised he would have budgeted prepared for next meeting. Directors should send through any planned expenditure prior to the planning weekend. Part of the planning weekend will be to look at priorities where money will be spent. All directors to have complete budgets to Director within the next two weeks.	All Directors	2 nd June
1684	Finance & Administration	GST on membership fees, each club should have advice from own accountant. Issue to be raised at BoM with a copy of circular. Each club to make an informed decision.	CEO	2nd June
1685	Finance & Administration	Online payments, paper attached. Overview on cost benefits on online payment system, also a booking system to automate process, system would include a Secure gateway. Motion: To implement online payment systems to all Branch website applications – Ocean Series, Surf School, Carnival Entries System, Branch. Ocean Series site will be set-up first. It was noted a system was already in place for clubs through Surfguard, a presentation by SLSA on the system to be done at BoM.	Motion CEO	Carried 16 th June
1686	Finance & Administration	Question regarding school finances, wages are showing above budget and Profit is down. Director noted the true costs of running the school hadn't been shown previously and have been restructured this year.	Info	n/a
1687	Finance & Administration	Question raised regarding outstanding amount from Neutral Bay Motors invoice, this invoice to be credited.	Manager	2 nd June
1688	Youth & membership	Director advised the recent Youth and Membership conference was very beneficial. Director is looking at implementing a similar program to the Hunter Branch Rookie challenge program which involves a number of sections with prizes on offer. Director noted there is a lot of surf sports involved and would like to find a free day on the calendar to run this program.	Director Youth & Membership Director Surf Sports	16th June
1689	Youth & membership	Director advised he had a meeting with Support Officer regarding what can be done to help with youth portfolio. Spoke at length about youth camps. Sydney Branch runs two camps with approx 80 kids attending	Info	n/a

		<p>each one. Director will obtain a copy of their program which is held at the conference centre at Port Hacking – this is an excellent facility - there is no surf but there is a pool and lots of other sporting areas. It was suggested turning this into a leadership camp, running two camps with different age groups; venue can fit between 25-160 in different lodges. It was also suggested we could run at the same time as Sydney Branch.</p> <p>Discussion continued regarding Branch running camps as a number of Directors feel camps should be a club responsibility. Branch struggles to get numbers for these camps. It was suggested to ask clubs if they want to do, one option would be to put up capitation fees to cover the costs.</p>		
1690	Youth & membership	Director will report with other information from conference as it becomes available and will do presentation at BoM.	Director Youth & Membership	2 nd June
1691	Deputy President	Director advised he visited the Manly Pacific in preparation for 50 th Year celebrations, checked technical capabilities, which has a newly rewired sound system. Director advised he would be calling for Club Presidents to give memorabilia to be displayed on the night. Full costings to presented at next Executive meeting	Deputy President	16 th June
1692	Surf Sports	Director advised the Surf sports meeting has been moved to next week, as the SLSNSW BoSS meeting is on this weekend with a very large agenda. Director noted SNB has contributed a lot to the agenda as a result of requests through the Board of Surf Sports.	Info	n/a
1693	Surf Sports	Director advised there was a World Masters meeting last Friday. SNB will be contracted for the use of our gear, that income will offset container costs. The Games will be held over two days and will host around the same numbers as our Branch championships. All officials have to go to Homebush Bay to be accredited as do all competitors.	Info	n/a
1694	Surf Sports	Director advised a Boat panel meeting will be held on 27 th May.	Info	n/a
1695	Rescue Services	Director advised he was unhappy after attended the State Board of Lifesaving conference over the weekend which was two days of being told what our priorities were, what we were putting in place and how we will run them. There was no discussion and the board only voted on one thing. Director advised he would be contacting State Director of Lifesaving to discuss further.	Info	n/a
1696	Rescue Services	<p>Director raised a couple of issues:</p> <ul style="list-style-type: none"> • Lifeguard supervisors for Pittwater – introduced idea of a 12 month beach where Lifeguards would patrol. • Turimetta Beach - talk to Pittwater Council regarding what can be done to cover this beach. Suggested talking home owners of properties overlooking the beach with the possibility of installing a camera. • Vessel registrations are due in by 1st August • \$1 for \$1 round open at the moment, opened 1st May. • Telstra Sport & recreation grants open 1st June, there is a new category for sports officials and managers. 	Info	n/a
1697	Rescue Services	Following BOL meeting it was suggested a reliable suppliers list could– be added to the Red and Yellow pages directory, would need to ensure they are accredited. Long Reef club suggested Branch bulk purchase items to get a better rate.	Info	n/a
1698	Rescue	Director advised there were a number of excellent suggestions from	Info	n/a

	Services	Lifesaver and Patrol Captain nominees for the Branch Awards		
1699	Rescue Services	Director advised TIPS hours do not count as patrol hours as they are classed as on call hours, only actual hours are counted.	Info	n/a
1700	Education	Proficiency cards for next season on way, bright orange	Info	n/a
1701	Education	SLSNSW looking at developing a number of community education programs	Info	n/a
1702	Education	SLSNSW are reviewing amount of paperwork attached to awards to see if it can be reduced.	Info	n/a
1703	General	<p>Discussion regarding nominations procedure for Honour and service awards, suggesting a couple of changes. There is a problem whereas under the constitution 2 Life Members can nominate someone from a Club. If there is a personal conflict at a club it is not fair if someone who is deserving is overlooked. Some nominations received at Branch this year were not endorsed by club executive. It was proposed</p> <ul style="list-style-type: none"> • Nominations must be vetted and checked by the clubs for completeness and accuracy. • Nominations must be endorsed by the club board/executive • Nominations must include a complete form of service (as supplied by SLSSNB) • Service, awards etc will be checked against the member entry in Surfguard and only information, where relevant, in Surfguard will be part of the nomination 		
1704	General	<p>Following May election meetings late nominations were received for the following undersubscribed committees and have been accepted.</p> <p>Terry Kirkpatrick nomination for Rules & Constitution.</p> <p>Terry Kirkpatrick and Ian Thurgood for Judiciary.</p>	Info	n/a
1705	General	President advised nominations for Finance Committee are needed.	Director of Finance	2nd June
1706	Warringah Clubs	<p>President met with Rik Hart , GM of Warringah Council to discuss progressing Beach Management and Facilities management options. Suggested not abolishing all Lifeguards on weekends but to reduced to 3 lifeguards based at Dee Why, South Curl Curl and Collaroy who service three beaches each. They would act in a supervisory role with the Clubs having responsibility for beach management and call on the Lifeguard if support was required. Now waiting on reply from Council. Council staff thought this couldn't be implemented for next season as too much work.</p> <p>Facilities management - clubs would like to adopt three different options as all clubs have different requirements. Council are in favour of only one option whereas clubs to take responsibility for own buildings. Most clubs are in favour except a few which need a lot of work. Warringah Council has a black hole in budget, taking assets off books may help with that. Need to have all Presidents in agreement. Draft community plan released, highlighting major problems financially. Warringah Council Community engagement reforms propose abolishing all Committees including the Surf Club Liaison Committee and having four strategic advisory panels. CEO and President are against this proposal.</p>		
1707		Discussion regarding Branch Awards process, templates for judging and standard questions for written submissions to be developed before next year's award.	Info	n/a
1708		Discussion re the part-time Sponsorship & Marketing position, CEO	Info	n/a

		advised there were around 50 applicants for the role and a very high calibre, one of the applicants stood out above all others. It was recommended that Christine Hopton be appointed to the role.		
1709	Surf Sports	Surf Sports vehicle, budget submitted which shows the extra income will cover the cost for this vehicle. Surf Sports need to have vehicle at their disposal to tow trailers, move gear to events and transport to interbranch competition. CEO has researched various vehicles suitable for the role. Looking for any sponsorship, car will be used as a promotional vehicle. CEO to check when rebate cuts out, vehicle will be needed by beginning of September 09.	Motion	Carried
1710	Sponsorship	MAA signed up, now working on program with surf school to conduct Surf talks to 10,000 kids during Term 3. Waiting on content from MAA to prepare presentation.	Info	n/a
1711	Sponsorship	Ocean Series website. Craig Susans (Spons-ed) has offered to develop a new site for free with paid advertising to cover costs. . Branch would own and have the ability to change and update. Ensure Branch holds the source code. CEO to arrange presentation to Sponsorship Committee prior to any decisions being made.	CEO	16 th June
1712	Sponsorship	CEO advised he is organising a Nippers pack for this season looking at developing a bag of goodies to be handed out. It was suggested CEO talk to McDonalds about vouchers to include.	CEO	16 th June
1713	General	President advised the 2020 Conference went very well, thank you to all who attended. Five groups gave presentation and will come back with updates in one month, three months and six months at BoM meetings.	Info	n/a
1714	General	Director advised there was a lot of discussion regarding Radio report, whereas it seems volunteers are paying for lifeguard services, should be the other way around.	Info	n/a
1715	General	No new information available on Aussie Championships .	Info	n/a

Meeting Closed: 10.00pm