

Surf Life Saving Sydney Northern Beaches Inc.
Branch Executive Meeting July 20th, 2010
 Branch Office, Unit 9/1 Vuko Place, Warriewood, 2102

ATTENDANCE

Gordon Lang (President), David Murray (Deputy President), Phil Cullis (Director of Administration & Finance), Glenn Langley (Director Youth & Membership Services), Steve Faddy, (Director of Rescue Services), Michael Wasley (Director Education & Assessment), Ross Tester (Director Surf Sport), Steve McInnes (Chief Executive Officer), Jen Huston (Manager).

APOLOGIES

LEAVE OF ABSENCE

Alan Mason (Director of Sponsorship & Marketing)

PREVIOUS MINUTES

Branch Executive Minutes of June 15th 2010

Moved: Ross Tester, seconded David Murray - Carried

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

MINUTES

Item	Area	Discussion	Action	Date
2563	General	President encouraged Directors to have their deputies attend Executive meetings.	Info	n/a
2564	General	Business Plan updates – President thanked Directors for time and effort during Planning weekend and asked all Directors to have updates in before next meeting. Updates to be provided to the CEO who will then circulate complete Business Plan. President noted Youth & Membership and Sponsorship & Marketing portfolios have already been updated.	All Directors	6 th August
2565	Youth & Membership	Director proposed the MOC point score review should be presented at the BoM in September and suggested Marcial Nunura should present to Presidents. It was noted the changes should be circulated to President prior to the BoM. The changes will allow clubs to be updated every month with their pointscore. Further discussion followed noting: <ul style="list-style-type: none"> • The top five clubs last season were of varying size a • Clubs without Nippers are not penalized. • Points awarded for facilitated awards within the facilitator's own club – it was felt points should only be awarded for Branch awards • Points should not be given for assessors doing proficiencies within their own clubs, only if they do for other clubs. • Clubs showing a career path for members should also earn points. 	Info	7 th September
2566	Youth & Membership	Director presented a proposal for a new program called U14 Flicks and Tricks, inspiration came from the Rookies program. Handout attached for consideration. Asking Executive to consider and come back with ideas at next Executive meeting.	All Directors	17 th August
2567	Surf Sports	Director report on the Interbranch team levy proposed at recent BoSS meeting, this levy hasn't been charged for past five years and has created a problem as the three clubs who have the most members in Interbranch team do not support the golf day. It was proposed that If the club has enough players in golf day nothing will be payable, a levy per	Info	n/a

		person picked for the team which will then be credited against the golf day. Question was asked re: cost per boat crew. Need to ensure expenses are budgeted and match income to cover. Discussion on income and expenditure, further discussions with Director Finance to be held to present for September BoM.		
2568	Surf Sports	Discussion was raised on SLSNSW disbanding all panels, and the Executive are selecting people – there was no communication with the way which this was done. The Executive felt something should be said about this process. Director of Education noted SLSNSW call as needed for Education and Lifesaving panels. Surf Sport Director noted the Boat Panel, R&R Panel and March Past Panel had been disbanded, however there was a call for nominations for advisors. Discussion on why SLSNSW has gone this way - to simplify decision making process? A panel enables discussion. President to write letter advising SLSNSW of the Branch's concern.	President	17 th August
2569	Surf Sports	Discussion on the format of Oceanseries this season - Dee Why, Narrabeen Beach, 20 Beaches and Bondi will all have boats.	Info	n/a
2570	Surf Sports	Director noted he attending an East Coast Surf Festival meeting last week, plans are proceeding with the budget already been done.	Info	n/a
2571	Surf Sports	Boat Panel meeting, copy of minutes to be circulated. Director noted a number of Clubs complained about entry fees.	Director Surf Sports	17 th August
2572	Education	Director thanked Sandy Menzies for all her work preparing the Awards of Excellence nominations. Applications were very well written. Results will be available after the presentation on Saturday night.	Info	n/a
2573	Rescue Services	Director noted Life Saving agreements have only been sent out to all clubs however he was not expecting signed copies back until after Club AGM's when new Club Captains are elected.	Info	n/a
2574	Rescue Services	Gear inspection needs to be organized. Branch equipment – jetskis and radios also need to be done.	Info	n/a
2575	Finance & Administration	Profit and Loss for first three months, showing a loss but still ahead of budget. Director noted the Balance sheet should show total value of building, in liabilities show only loan amount. Motion to accept financials presented. Carried	Motion	Carried
2576	Finance & Administration	School financials presented for end of year assets exceeding liabilities, school transferred \$85,000 into Branch for running costs. Surf Life Saving School is a good operation which makes a profit.	Info	Carried
2577	Sponsorship & Marketing	CEO advised he had been through marketing plan for surf school next year and was expecting a good year ahead..	Info	n/a
2578	Sponsorship & Marketing	CEO advised he is waiting on the outcome following a new MAA proposal – last year's contact has moved areas.	Info	n/a
2579	General	President reported on the upcoming SLSA Administrative conference, and advised there was not much interest from Clubs, CEO and Support Officer have been contacting clubs individually. President noted anyone up for National awards should attend the SLSA awards evening.	Info	n/a
2580	General	President advised the Bursary scholarship he mentioned at the 50 Year Dinner, following further discussions he would like, would like to put under Youth & Membership.	Info	n/a
2581	General	President advised Executive the Club Conference is planned for September BoM, each Director to give a brief presentation in their portfolio. A Club Administration conference is also planned in September, will advise details at a later date.	Info	n/a

2582	General	President advised there were still some positions available on a number of the Branch panels and committees.	Info	n/a
2583	General	Discussion held on the process of Branch Judiciary, it was suggested a report on the process be done and how to we make it a better process.	CEO	7 th September
2584	General	Director Finance & Admin questioned whether the branch had a Disaster Plan in place, for example if any club could not put a patrol in place – Director rescue Services noted he was looking at having reserve pool of qualified people to help out the smaller clubs in this instance.	Director Rescue Services	7 th September
2585	General	Director Finance & Admin referred back to WorkCover discussions at the Planning Conference, need to cover off OH&S issues for carnivals before season starts. Suggest WorkCover representative talk to Club Presidents at the Club Admin conference.	CEO	7 th September
2586	General	Discussion on costs to run things at Branch, just as processing awards and administration for carnival entries, listing attached. CEO will circulate when finalized.	CEO	7 th September
2587	General	President gave update on Warringah Council discussion, meeting with Department of Lands is scheduled for Thursday – it was suggested an agenda be given prior to the meeting.	Info	n/a
2588	Sponsorship & marketing	A new importer of surf skis has approached SNB and wants to be involved in sponsorship – will forward onto sponsorship committee.	Info	n/a
2589	General	President reported a new President mentoring program will be introduced this year.	Info	n/a
2590	General	Director of Finance commented on the current issue with Gear Trailer not being in good enough condition to register, Director has referred to person who fixed last year and is waiting on a price for repairs and a price for getting the container delivered to carnivals directly.	Director Fin/Adm	6 th August
2591	General	Email from SLSNSW – new competition manual is delayed, will distribute electronically once available.	Info	n/a
2592	General	SLSNSW BoSS conference is being held on Sunday, have not received any agenda items from Branch to date	Info	n/a
2593	General	Uniforms – letter sent to SLSA CEO who is currently on leave. CEO spoke to another person in SLSA who is looking after uniforms and they have agreed to the revised formula sent. Wouldn't confirm when uniforms would be available, however they are expected to arrive in Sydney in the second week of August.	Info	n/a
2594	General	CEO reported Branch had received a \$8,900 from Dee Why RSL club from CDSE funding this will be allocated towards the new training room audio visual equipment.	Info	n/a
2595	General	CEO asked for feedback on Directors handbook, this will be on agenda for next Executive meeting, Directors should send changes through to CEO for updates	All Directors	13 th August
2596	General	President reminded Directors Branch AGM is being held at Branch Headquarters, 7.30pm on Wednesday 4 th August.	Info	n/a

Meeting Closed: 8.45pm