

Surf Life Saving Sydney Northern Beaches
Branch Executive Meeting 15th December, 2009
 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), Michael Wasley (Director of Education & Assessment), Steve McInnes (Chief Executive Officer), Jen Huston (Manager).

APOLOGIES

PREVIOUS MINUTES

Branch Executive Minutes of November 17th, 2009

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

MINUTES

Item	Area	Discussion	Action	Date
2151	Business Plan Review	Business Plan was reviewed by all Directors, updated Business Plan on file. It was noted current Business Plan and budget are on track.	Info	n/a
2152	Surf Sports	Director reported on recent Interbranch competition advising the competition was very close - winning margin was 1438 (1 st place), 1436 (second place) and 1411 (3 rd place). The SNB team performed well. Director also advised 15 SNB members had been named in the NSW team which was well deserved. Director will send a congratulatory letter.	Info	n/a
2153	Surf Sports	Director advised Saturday is 20 Beaches event, it will be a 2pm start from either Manly or Palm Beach depending on weather conditions, and notice will be posted on OceanSeries website.	Info	n/a
2154	Surf Sports	Director advised he would be attending the SLSNSW Surf Sports Director's meeting on Friday night, and noted discussions points would be: <ul style="list-style-type: none"> • Changes to Junior state program. • Paper out for Australian Youth Championships 2012 • Paper out from John Fitzgerald re the abolition of 8's, 9's and 10's – Director will circulate to Executive for an opinion. • State championships will be held at Kingscliff, Cudgen for next two years with an additional one year option. • IRB's going to Woolgoolga currently waiting on date. 	Info	n/a
2155	Surf Sports	Director advised warning letters would be sent out to clubs regarding competitor and parental code of conduct at Junior carnivals. Director advised there were 1500 competitors at Manly, 1600 at Queenscliff and there were not enough officials, this highlighted the number of competitors vs. officials from each club, this will be discussed at the Thursday BoSS meeting. A Level 1 Officials Course has been organised for Friday 8th January at Queenscliff during the day.	Info	n/a
2156	Surf Sports	Director advised Tasmania will host 2011 IRB champs.	Info	n/a
2157	Surf Sports	John Brennan has been appointed acting CEO for SLSQLD.	Info	n/a
2158	Surf Sports	There will be a combined BoSS and BoE&A meeting on Thursday night.	Info	n/a

2159	Surf Sports	Executive supported the Directors recommendation for Queenscliff and North Steyne to host the Branch Championships	Motion	Carried
2160	Sponsorship & Marketing	Sponsorship committee held a meeting however due to the time of year there were insufficient numbers for a quorum, notes on the discussion to be circulated to Executive	Info	n/a
2161	Sponsorship & Marketing	Director noted he had received statistics from Coke regarding purchasing from clubs. All clubs need to be persuaded to purchase directly from Coke. Executive to follow up on this, it was discussed a phone call would be more effective than a letter. It was further discussed when running a branch event Branch should ensure hosting club is purchasing direct from Coke. Another suggestion was Branch co-ordinate Coke purchasing from a central position, order and schedule delivery to clubs. Director raised the issue of compliance in sponsorship and felt Clubs should be asked how they want to run this sponsorship; a working committee needs to be formed to ensure compliance.	Info	n/a
2162	Sponsorship & Marketing	Director raised issue of Branch IP and branding, in particular noting the Branch, School and Oceanseries website – there is no consistency, and major sponsors aren't listed on front page. It was noted each website was developed independently for their own purpose not as a group. CEO to recruit someone with expertise to look at what we are doing and make recommendations, CEO also to speak with the SLSA web developer. Sponsor logos to be put on front page of Branch website.	CEO	19 th January
2163	Sponsorship & Marketing	Discussion over Westpac contract which seems to be at cross purposes. Huge amount of effort from clubs was needed to raise limited funds. Also suggested Branch run its own Boardies Day. A meeting to be held on Tuesday with Westpac to discuss taking the partnership forward.	Info	n/a
2164	Education & Assessment	Director requested budget to have name badges produced for assessors, these badges will have SNB logo on.	Motion	Carried
2165	Rescue Services	Director discussed incidents over the weekend at Mona Vale and Manly, unfortunately the Manly person involved in the incident did not survive. TIPS will attend meeting tomorrow night at Manly. The Mona Vale person involved in that incident will also meet with a TIPS member. It was noted a lot of clubs do not know about TIPS and its services being part of Branch, Director suggested this should be better promoted to Clubs. Further discussion regarding who should write Press Releases as it was felt it should not be the Rescue Services Director's responsibility and should be done through Director of Marketing. A process needs to be in place, as part of the process Duty Office should call media person. CEO to work on a strategy and circulate to all Directors.	CEO	19 th January
2166	Rescue Services	Director advised he was looking at purchasing a mobile emergency response beacon. Director also advised the Jet ski at SLSNSW was given to another Branch however SNB Branch is able to borrow if needed.	Info	n/a
2167	Rescue Services	Mona Vale Jet Ski service is up and running but does need a	CEO	19 th

		few repairs. There is not enough operators for the Freshwater jet ski service at this stage; however Director is working on training another group. Publicity for Mona Vale jet ski service needs to be organised		January
2168	Youth & Membership	JLOTY is the main focus at present, will be looking at nominations for this and may have to hold interviews during holidays. Not too many nominations have been received and nominations have closed.	Info	n/a
2169	Youth & Membership	Patrol Captains mentor program went extremely well, a patrol captain's course for the mentor program group will be run in January.	Info	n/a
2170	Finance & Administration	Director noted P&L shows a minus figure of \$100K, Director advised he had gone through and checked line items and advised budget is still on track to break even by end of financial year, March 2010. Motion to accept Branch and Surf Life Saving School financials as presented.	Motion	Carried
2171	General Business	Looking at comparative costs to move and furnish both Western and Eastern units in Warriewood complex. Western side will be more expensive to refurbish and maintain. Director of Finance and Administration, President and CEO will go through options tomorrow. Further offers to be made on both properties. Carried	Motion	Carried
2172	General Business	Director Rescue Services suggested the Manly Daily Saturday column should provide exposure for some of the grass roots life savers and produced copy of article suggested with patrol members.	Info	n/a

Meeting Closed: 8.50pm