

Caves Beach Surf Lifesaving Club Inc.

Minutes of General Meeting held on 19 November, 2007

Meeting opened 7.05pm

Attendance: As per the Register

Apologies: Dave McCabe, Sharon Pilgrim, Alicia Drain, Kathy Fitzpatrick, Allan Wallace.

Minutes of Previous Meeting:

ACTIONS:

1. To be actioned
2. Done
3. To be actioned
4. To be actioned
5. Done
6. Done
7. To be actioned
8. To be actioned
9. Done
10. Done
11. Done
12. Done
13. Done
14. To be actioned
15. To be actioned
16. Done
17. Done
18. Done
19. Done
20. Done
21. Done
22. To be actioned
23. Done

Moved Ross, Seconded Phil – **Minutes Accepted**

REPORTS

Treasurer's Report - Ken

Ken tabled his report

Term Deposits	Newcastle Permanent	\$41,079.74
	Commonwealth Bank	\$19,735.46

Working Account balance \$49,928.02

- Insurance \$8,500 was received
- Cheque received from Lake Macquarie City Council for \$11,000 for maintenance

Moved Dave and seconded Scott that the Treasurers Report be **accepted**.
CARRIED

President's Report - Brett

- James McMorland was selected in the NSW Representative team – Letter of congratulations to be sent.
- Food preparation course is on 20 November, 2007. Brendan may attend.
- Branch Information:-
 - Maroubra's "Flood the Beach" is on 8 December, 2007.
- "Ducks for Dollars" – Dave McCabe to chase up. Brett to get tickets to Dave, to be part of the Jazz Under The Pines Event.
- The Rhino is to be called back for alterations – Kathy and Ryan to follow up.
- Information re the Rookie Program provided to Dave.
- Constitution Update – Brett hopes to get this to the Executive by the end of the month. Implementation process to be organised soon.

Vice President / Club Manager's Report - Darryl

- Development Application costing for renovations is in the process of being organised.
- Upstairs:-
 - An objection to the Skylight was raised which caused work to cease. A further 2 week objection period expired on 16/11.
 - Estimated finish date for work is 12/12.
 - Storage areas above the office and toilets will be at extra cost to the club.
 - Painting cost to be clarified for insurers.
 - Set up for audio-visual presentations to be done at extra cost.
 - Toilets also need to be refurbished – mirrors, painting etc. This proposal was **moved** by Ken and **seconded** by Brendan. **Carried**
 - All up commitment will be around \$5,000.

- The deck railing may not be ready by Christmas thus we will need to block this off as a safety priority. Darryl to follow up with Council.
- Downstairs:-
 - Some floor and wall tiling finished to day – to be completed before Christmas.
 - Currently on budget target.
 - Doors to be placed on toilets.
 - Remainder of floor tiling, possibility of sponsorship for the approximate cost of \$2,000.
- Bookings have been taken up to April, 2008. Schedule of fees was discussed and is to be reviewed for bookings after April, 2008.
- Discussion of Function Manager/Licensee to be engaged under new licensing arrangements. Retainer/percentage arrangement was discussed for such a person. This could assist in raising the profile of the club as a function centre rather than just a hall. Daryl to put together a proposal re this idea with different options which will be discussed by the Executive. Brett to follow up with Scott Holmes from Divine Catering.

Secretary's Report - Ross

- Ross to attend meeting on 20/11 with a Reporter from a new community newspaper.
- Ross also to attend a meeting on 20/11 regarding the Aquatic Facility amenity. Local member Jill Hall also to attend.
- Law and order meeting at RSL 20/11 – Ross may attend.
- Lake Macquarie City Council meeting to be held 21/11 regarding 10 year Plan – Ross to attend.

J.A.C. Report - Dave

- Caves Carnival went off well and we received good reports.
- Krakka Carnival last weekend, Caves competitors did very well which shows the depth of talent in the Club at present.
- Movie night was held last weekend.

Club Captain Report – Kathy (presented by Ryan)

- Caps and bumbags have been distributed.
- Standard operating procedures re the Rhino to be discussed with Alicia.
- Kathy to send Brett a sketch of stainless steel rescue board rack.
- Current patrol attendance has only just been satisfactory especially on Saturdays. Kathy to speak to Brett to address this.
- Registration information needs to be tightened up. Kathy and Ryan to speak to Brett re this.

- Some volunteers on patrol are not making themselves know to the Patrol Captain or are not on the beach.
- Training while on patrol – permission is to be obtained from the Patrol Captain who has total control of the beach.
- There is a need for people to report any damage for repairs.

OH&S Report - Ryan

- Audit was started today and to be finished 20/11.
 - Seven rescue tubes need to be purchased. Ken to follow up.
 - Flags need repair.
 - Six out of nine rescue boards need to be replaced, only three usable at present. Ryan to get boards requiring ding repairs to Russell.
 - Coolant required for the Rhino, to be obtained from Swansea garage. Ryan to follow up re compliance issues.
 - Gear shed requires cleaning up. Community Service workers to be utilised.
 - Rescue board racks need to be re-aligned.

I.R.B Report - Scott

- New fuel tank to be purchased using vouchers.
- Two crewman's courses have started with seven in training. A further course to be held after Christmas.
- Driver's course to be held over Christmas.
- Propeller dispute – Brett reported that S.L.S. Aust. contacted him to discuss this issue. They will provide their position on this issue in writing to the Club.

GENERAL BUSINESS:

1. Tracey

- Nippers water safety – parents are keen to help, but some don't have Bronze Medallion and so are not able to wear a cap. It was suggested that non qualified people were a different coloured cap, however this was not agreed to. Brett to follow up with S.L.S. Aust. An explanation of this situation is to be put in the next newsletter.
- Only six seniors are turning up for Club Championships on Sundays – to be discussed with Ken Pilgrim.

2. Brendan – Social Secretary

- Late notice received regarding food handling course on 20/11 – note sure if he is able to attend.

- Golf Day – 120 booked in, prizes yet to be finalised and more are needed. Ben Darwin will attend. The BBQ and beer are organised.
3. **Darryl**
 - Barry Roberts is working off an old database and asked for access to a current one.
 4. **Ken**
 - Registrations are still coming in but should have been finalised by now. All money has not been passed on to him from a number of sources. Ken to assume responsibility for registrations while Dave is in the USA. Brett to arrange computer access for Ken and Brett to contact Dave.
 5. **Dave (JAC)**
 - Request that we engage Caves Beach Butchery to provide meat for the raffles, however discussion revealed that this had been previously put to him and he did not appear keen to take up the offer.
 6. **Brett**
 - Transfers:-
 - IN – Craig Boettcher and Alaine Morris. Moved Ken, seconded Ryan **Carried**
 - OUT – Adam Rowe and Jacob Thompson. Moved Dave, seconded Ross **Carried**. Note Adam and Jacob to continue to patrol at Caves.
 - Mark Scully has a board for sale – consensus was that we do not need to purchase this.
 - Recent death of life member Les Train who was in the 1936 boat crew. Flowers were sent to the family.

ACTION ITEMS

1. Letter of congratulations to James McMorland.
2. Dave McCabe to follow up re Ducks for Dollars.
3. Brett to get ticket to Dave.
4. Kathy and Ryan to follow up Rhino recall.
5. Daryl to follow up with Council re safety rail issue.
6. Daryl to present proposal re Function Manager/Licensee arrangement.
7. Brett to follow up with Scott Holmes re catering arrangement.
8. Ryan to discuss Rhino S.O.P. with Alicia.
9. Kathy to send Brett a sketch of the rescue board rack.
10. Kathy to discuss patrol attendance issue with Brett.
11. Kathy and Ryan to discuss registration information issue with Brett.

12. Ken to purchase 7 rescue tubes.
13. Ryan to arrange ding repairs with Russell.
14. Coolant to be obtained for Rhino.
15. Ryan to follow up re Rhino compliance issues.
16. Rescue board racks to be re-aligned.
17. Brett to follow up with S.L.S. Aust. re nipper water safety issue.
18. Tracey to discuss the Seniors Club Championship with Ken Pilgrim.
19. Darryl to arrange updated access to database for Barry Roberts.
20. Brett to arrange access re registrations for Ken.
21. Brett to contact Dave in USA.

Meeting closed 9.30pm

NEXT MEETING: Monday 17 December, 2007