

Date 15/12/2022
Time 06:00 PM - 08:00 PM
Location Supporters Club Meeting Room
Present Secretary - Coolum Surf Club, President - Coolum Surf Club(Remote), Deputy President - Coolum Surf Club, Treasurer - Coolum Surf Club, Training - Coolum Surf Club, Club Captain - Coolum Surf Club, Member officer, Surf Sports - Coolum Surf Club(Remote),
Absent Junior Activities Chairman
Note Taker Secretary - Coolum Surf Club

Agenda

1 – Welcome

6.04pm IN welcomed everyone to the last meeting for calendar year 2022 and thanked everyone for your efforts this season.

2 - Disclosure of Interest & Declaration of Confidentiality

1. All members are to declare any conflicts of interest regarding the agenda items to be discussed
2. All members are to declare they understand and will abide by the code of conduct for Administrators, Directors and Officers and will maintain strict confidentiality of matters discussed at the meeting.

No Conflict and Confidentiality Agreed

3 - Previous Minutes

A. Previous Months Minutes Attached

Motion: To adopt the previous minutes as a true and accurate record.

Proposed JB and Seconded AW

4 - Business Arising From Previous Minutes

1. SF to coordinate with Kathy Sundstrom in relation to her Cybe Crime presentation - Done
2. SF to organise a roster for volunteer leaders with RSA for Friday Night Member Catch up - Done

Done

5 - Correspondence In

1. [REDACTED] - wanting to know the invitation protocol for members to invite guests to use the facilities.(email attached)
2. Michelle McGowan - request to consider a sister club arrangement with a SLSC in Bali (Bandung Balawista). Executive Committee have agreed not to proceed unless someone on the management committee wants to take ownership.
3. Doug Alford - Chairman of the Coolum Beach Australia Day Committee sending the nomination brochure.(attached)
4. Gary Clist - photographer - sent some black and white negatives from a 1975 Carnival at Coolum Beach.

NOTED

6 - Correspondence Out

1. [REDACTED] - advised that the Club Captain can allow members to invite guest into the facilities but must remain with them. The gym is excluded from this arrangement it is members only.
2. Gary Clist - thanking him for the photographs and negatives sent from the 1975 carnival at Coolum Beach.
3. Michelle McGowan (Frank Woods daughter) - explained to her that the MC Executive had considered the Sister Club Agreement and thought it needed someone from the MC to drive it. Stated that we would advise her after the meeting if anyone put up their hand for the role. (copy of email attached)
4. Elly Bartens - member who needed to understand the gym Induction process - email attached.
5. Hardy Wirth - condolences to the Police at our local station for the tragic loss of their two colleagues on the Western Downs.

NOTED

7 - Treasurer's Report

The Treasurers Financial Report was tabled for review and endorsement.

Results was a shortfall of \$17 k for the month for income against expenses. AM stressed the need to work to the budgets to ensure the club does not report a deficit. Very conscious of keeping it tight.

GWO and AM discussed surf sports budgets and spend. GWH discussed the needs for the training budget.

Report Seconded by GWH

8 - Decisions

The following items require a decision by each member of the Management Committee individually before the meeting or in concert at the meeting.

9 - Decision (#1) - Youth Members (15-18 years) to Access Protocols for the Gym

At the November MC meeting the following was endorsed:

SRC and Bronze Medal Holders 15 or above but under 18 current members need to have 15 or above financial member with them when training in the gym. All of the parties must have been inducted.

The MC Executive proposed the following for the consideration and decision of the MC:

1. *To implement an induction program for youth members 15-18 years to be attended by their parents and the youth member. The President is currently working on a slide pack that will form the basis for the induction which contains the information which the stakeholders will need to fully assess and understand the risks to their child training in the Club Gym.*
2. *That an induction checklist/waiver is incorporated into the induction process. A draft checklist is attached prepared by Christine Evans following research into the documentation available online for other commercial and SLSC gyms.*
3. *Stephen Foote or delegate be appointed to conduct the inductions on behalf of the Management Committee.*
4. *To avoid confusion rescind are previous rules which relate to minors using the gym.*
5. *The Gym Committee will continue to induct adult members*

ALL POINTS ENDORSED

10 - Decision (#2) - Drinks After Meetings Process

The MC Executive has reviewed the provision of refreshments to members after meetings. The trigger for this review and decision is to ensure compliance with our OLGR permit and liquor licensing laws. We only have the Restricted Liquor Permit available to us for Friday night members catch up. Other events which require a permit are applied for by our Admin team on an as needs basis.

The MC Executive proposed the following:

Takeaway drinks are purchased from Supporters Club for meetings where it is deemed appropriate by the President or Club Captain.

ENDORSED

11 - Decision (#3) - Enhancing CBSLSC Complaints Resolution Process

SLSQ are in the process of transitioning to a new Complaints Resolution Framework. Whilst the club has an elected Member Protection Information Officer (MPIO) – Kate Stockley, it is recommended by the MPIO and the MC Executive that we could use more. It was further noted that there is a new position called Child Safety Coordinator which is an important part of the new framework. It was recommended that the club progress EOIs for the following roles.

1. Child Safety Coordinator
2. Member Protection Information Officer (multiple positions)

ENDORSED

Task – SF to request Admin to attach EOIs to Weekly News

12 - Decision (#4) – New Bronzie First Year Reunion

It is the view of the MC Executive that if new members want to hold a reunion at any time for their graduating class they are welcome to do and use club facilities. They can organise it at a time to suit the class and get takeaway at their own cost. Whatever feedback we could obtain is available to the MC via volunteer leaders and members at any time should they care to share.

ENDORSED to support the concept but not provide financial support

13 - Decision (#5) - Purchase of New Equipment For Gym

The Surf Boat Captain (Jessica Averla) asked the Gym Committee for a range of new equipment for use in the gym. The Gym Committee agreed request in part.

ENDORSED as per Gym Committee recommendation

14 - Decision (#6) - Member Catch Up Cash Jackpot

The Member Officer recommended a prize to encourage more members to come to the Friday Member Catch Up. The MC have previously discussed the concept and agreed in principle. In reviewing the concept the MC Executive raised a concern that there may be compliance issues if the prizes are in cash. The Office of Liquor and Gaming Regulation confirmed that the concept is compliant. Notwithstanding the advice the MC agreed that they did not support a cash prize but would support vouchers that can be used in supporters or for club merchandise.

ENDORSED to proceed with \$50 voucher to be based on a member draw – will jackpot if the member is not there subject to a jackpot cap.

TASK – NB to work out the details of how the draw will occur and when it will start.

15 - Decision #7 - Life Member Nominees For 2022/23

A sub committee of the Honours & Awards Committee was engaged to nominate members to be considered for Life Membership.

The nominees are:

1. Peter Hopley
2. Aimee Cush
3. Ernie Burrows

The Chairman of the Honours & Awards Committee provided profiles to support the nominations. It was further noted that there are further nominations to be considered for season 2023-24.

ENDORSED the Life Member nominations as tabled.

16 - Complaints – Update

IN – provided a summary of the complaints that the Club had been processing.

In relation to the [REDACTED] Complaints all of the parties have been spoken to by the two representatives endorsed by this committee [REDACTED] SLSQ advised that the complaints did not meet the threshold for a complaint under the relevant SLSQ Policy. SLSQ further recommended that the MC proceed by way of 'Managerial Guidance' in relation to each member. All of these matters have been dealt with as recommended by the SLSQ.

In relation to the complaint made by [REDACTED] in her email to the Secretary 29th October 2022 (Skills Assessment Day) - 'Managerial Guidance' session as recommended by SLSQ has been completed with [REDACTED] [REDACTED] A formal response has been sent by SF to the complainant.

Task – SF to inform SLSQ of the outcome of the complaints

The Club Captain and CTO raised concerns about how the matter with [REDACTED] had been handled. [REDACTED]
[REDACTED]

The MC expressed their concern re the trainers perception and reinforced their support for the trainers efforts generally and for the way in which the trainers handled the incident that was the subject of the complaint.

It was noted that the complaint process between SLSQ and the club was impacted by the fact that the process is new and the club would expect more involvement in the initial assessment and triage of future member complaints.

IN – assured the members that the process in future would be more robust because of this experience and reinforced that all members and volunteer leaders involved in managing this complaint had acted in the best interests of the club. He acknowledged the concerns raised by the trainers and expressed regret on behalf of the MC for the circumstances that led to the concerns.

Resolved to meet with the Trainers to walk them through the process and reinforce the MC support for the Training Team.

17 - Wedge Update

The Wedge Committee have been sent correspondence outlining the clubs position on supporting them with our SLSA insurance. SLSQ have revised the scope of activities that can be supported which means that the club is not able to support the Wedge and they will need their own event insurance.

NOTED

18 - CBSLSC Golf Day - Update

The annual Charity Golf day is being moved to 17th March 2023.

NOTED

19 - President's Report

Key Activities For Last Month

- Joint Supporters meeting progressed
- Supporters GM MOU signed off
- Youth Forum completed - notes to be sent to all youth members
- Liaison with SLSQ re Nagle complaint
- Working through the complaints arising from the October Skills Maintenance
- Surf Boat launch

Key Activities for New Month

- Work on Youth Member Gym Induction
- SLSQ re close-out of Nagle complaint
- Meeting with Training Team re issues arising from the BT complaint
- Analyse member survey results - communication to be sent out
- Prep and timing for female member forum
- Still need to clarify club/SLSQ complaints process

For Discussion

- Check 1H Priorities and confirm 2H Priorities
- Youth Office - remains vacant
- Stalled on By-laws at the moment

20 - Deputy President's Report

Nothing to report

21 - Secretary's Report

Key Activities For Last Month

- Arrange Volunteer Leader Roster for Friday Night Member Catch Up
- Complete Volunteer Leader Report Form for Friday Night Member Catch Up (Attached)
- Correspondence
- Attend Cyber Safety Presentation and wrote piece about it for Newsletter - great event
- Collaborate on new processes and forms for Minors Access to Gym (see Decision on the subject)
- Attend as the Christmas Party as the Volunteer Leader and representative of the MC.

Key Activities for New Month

- Correspondence
- Preparing the Agenda for January 2023 MC Meeting

For Discussion

- Gym Usage and consideration of finding addition space.
- Sister Club Proposal (If not already discussed in Correspondence)

Discussed both the above items and they have been held over to the next meeting. As there was no one from the MC who was able to project manage the Sister Club Agreement it was agreed that we would progress an EOI and that role would report to a Committee Member.

22 - Club Captain's Report

No report tabled.

23 - Surf Sport's Officers Report

No report tabled.

24 - Member Officer's Report

Proposal to reduce Ayva Tomba's penalty so that she could patrol with her family on Christmas Day. SF – advised that there is no facility in the By-Laws to reduce the penalty or allow for Ayva to patrol with her family.

25 - Chief Training Officer's Report

No report tabled.

26 - Junior Activity Chairman's Report

No report tabled. Nippers is on their Christmas/New Year break.

27 - Administration Report(A) - Blue Card

Motion: The that Blue Card Report be Endorsed

Endorsed.

28 - Administration Report(B) - WorkCover

Motion - That the WorkCover Report be endorsed.

Endorsed

29 - Administration Report(C) - Drivers Licence Expiry Report

Motion: That the Drivers Licence Report be Endorsed.

Endorsed

30 - Administration Report(D) - New Memberships and Transfers

Motion: That the New Memberships and Transfers Report be Endorsed.

New Memberships

1. Hayden Stone
2. Polly Pitcarin-Knowles
3. Damian Porter (from Yanchep) new boatie
4. Timothy Jones (from Bundaberg) new boatie
5. James Osborne (from Agnes Waters)

Transfers:

IN

1. Damian Porter (Yanchep)
2. Timothy Jones (Bundaberg)

OUT

1. Sian Howard (to Marcoola, last a member in 2018-2019)

2. Bertram Harler (nipper to Noosa)

31 - Administration Report(E) - Grants Register

Management Committee to advise Administration and the Treasurer of any items to add to the wish list for upcoming grants.

32 - Administration Report(F) - Sponsor Register

Update on the status of our sponsors.

33 - General Business(#1) - Endorse J.A.C. minutes.

Junior Activities Committee Minutes - Attached/Not Available

34 - General Business(#2) - Endorse Supporters Committee Minutes

Supporters Committee Minutes - Not Available

35 - General Business(#3) - Endorse Joint Facilities Committee Minutes

Joint Facilities Committee Minutes - Not Available

The Caretaker Report for November is attached for your review and comments.

36 - General Business(#4) - Endorse Joint Finance Committee Minutes

Joint Finance Committee Minutes - Not Available

37 - General Business(#5) - Gym Committee Minutes

Gym Committee Minutes - Not Available

38 - Standing Agenda Items

Motion: That the MC endorse the club activities and training locations as detailed below:

Bronze

All Sunshine Coast and Noosa beaches, Maroochy River and Aqua Park.

IRB

All Sunshine Coast and Noosa beaches, Maroochy River, Noosa River, Mooloolaba River and Marshes Lagoon.

Surf Boats

All Sunshine Coast and Noosa beaches, Maroochy River, Noosa River, Mooloolaba River, Brisbane River and Marshes Lagoon.

Juniors

All Sunshine Coast and Noosa beaches, Maroochy River, Noosa River, Mooloolaba River, Brisbane River and Marshes Lagoon.

Surf Board- Riding

All Sunshine Coast and Noosa beaches.

Surf Craft

All Sunshine Coast and Noosa beaches, Maroochy River, Noosa River, Mooloolaba River, Brisbane River, Marshes Lagoon and Aqua Park.

ENDORSED

39 - Meeting Closed

IN leaves at 7.00pm 7.50pm closed

40 - Next Meeting Date

January 2023 in the Meeting Room of Supporters Club

Endorsed by:

Ian Norman



Stephen Foote

