

Date	16/02/2023
Time	06:00 PM - 08:00 PM
Location	
Present	Secretary (Stephen Foote – SF), Chief Training Officer (Greg Whitely – GWh), President (Ian Norman – IN), Treasurer (Anne McGill – AM), Club Captain (Anthony Waring – AM), Member Officer (Noel Boxer – NB), Surf Sports Officer (Greg Woodward – Gwo)
Absent	Deputy President - Coolum Surf Club, Junior Activities Chairman, Admin - Coolum Surf Club
Note Taker	Secretary - Coolum Surf Club

Agenda

1 – Welcome

6pm IN welcomed the MC to the February meeting. Noted that the ocean conditions had meant a couple of challenging weekends. Thanks and congratulations to Greg and team on the Club Champs and to Jess for the Bay to Beach event.

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.

All confirmed their understanding of the code of conduct and confidentiality requirements. No conflicts of interest were noted.

3 - Previous Minutes

The Minutes from the MC meeting in January were tabled.

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

Moved GWh, Seconded AW

4 - Business Arising From Previous Minutes

1. IN to coordinate a follow up session with DC. Not yet progressed
2. AW and GK session with CS. Not yet progressed.
3. IN to source new signage for Gear Trailer. Underway and waiting on a final quote.

5 - Correspondence In

As per the January MC Agenda

6 - Correspondence Out

As per the January MC Agenda

7 - Treasurer's Report

The Treasurers Report for January and supporting management accounts were tabled. There were no questions on the reports or the accounts. It was noted that the finances are largely in line with budget.

Moved by AM that the Treasurers Report be accepted.

Seconded by GWo

9 - Decision (#1) - Provisional Membership Entitlements

Recently a new member was identified training in the gym without having completed the induction. When the member made advances to complete the induction it was identified that he was only a provisional member. Under the gym rules only active financial members can use the gym. The new members was subsequently advised that he could not use the gym until he had completed his bronze assessment and been signed off.

The MC discussed whether a Probationary Member should be allowed membership of the gym.

ENDORSED – Provisional Members cannot use the gym.

10 - Decision # 2- Quote for Carpet For Common Room and Specifications for Benches in Common Room

A quote for \$9,980 for purchasing and laying carpet in the common room was tabled. Concept drawings for an extension to benches in the members area in front of the gym was tabled. These items are consistent with the lifesaving priorities agreed by the MC and communicated to the JBC.

ENDORSED – The MC endorsed the progression of the carpet subject to progressing a competitive quote. The MC endorsed the progression of quotes for the bench extension.

TASK – AM second quote for carpet. Caretake to progress quotes for the bench extension.

11 - Decision #3 - Complaints Resolution Workshop Followup

The Complaints Resolution Workshop went very well with 10 volunteer leaders in attendance. Following this workshop the following recommendations were tabled.

- Progress a member EOI amongst our membership for an investigator to assist the Complaints Manager.
- President to table at the next Branch Council meeting to seek out other clubs we can partner with in this process and get an understanding how we can borrow specialists if we we have conflicts in a complaints resolution at our club.

ENDORSED - progression of an EOI for an investigator was endorsed.

TASK – IN to talk to Branch Council. Secretary to progress investigator EOI.

12 - Decisions #3 - Member Damaging Mirror in Gym

Grace Floyd broke the main mirror in the gym when the heels of her shoes came into contact with the mirror when she was executing a series of handstands. Grace advised Administration at the time of the break. The mirror has subsequently been removed.

ENDORSED – The replacement of the mirror was endorsed. Advice from the from the Gym Committee will be sourced replacing the other mirror with a non-shatter mirror.

ENDORSED – the MC agreed that no disciplinary action was required for the member. A note advising the member to not do handstands in front of the mirror and to take appropriate care when using the gym will be sent.

TASK – SF to draft letter.

13 - Decision #4 - Strategy Review for Paid Coaches for Season 23-24

Recommend a broader review of surf sports priorities, the success, or otherwise, of the paid coach model, and if we are ok with the paid coach model how can we improve the model.

The review to include feedback from the competitors/broader member base via forums and/or surveys. Proposed that we announce the review at the March General Meeting. This should not come as a surprise to our members and would be seen as the MC ensuring we get good value out of our discretionary spend.

The benefit of this process is that we bring our members along the change journey, we provide them with an opportunity to comment and any decision we make won't come as a surprise.

ENDORSED – The MC endorsed the progression of review of the paid coaching program ahead of season 2023-24.

Task – GWO and IN to work out the details of the review.

14 - Decisions #5 - Review of Club House Director Role

The role was created in 2020 and according to Richard Barrie the incumbent, it was a response to implementing Covid Safe Restrictions. Richard thinks that the role is no longer relevant in the attached email he explains why. MC must decide do we still require someone in the role and what are their duties.

ENDORSED – The MC endorsed the cessation of the role of Club House Director due to the changed nature of the club. Any issues relating to member use of the member facilities will be addressed by the Club Captain and the Member Officer.

15 - Decision # 6 - Draft Bus Use Policy

This is an item has been across the table at the MC meeting before. Adjustments to the draft (items in red) after the meeting have been made which need to be endorsed.

Task: Insurance Excess Amount @Admin - Coolum Surf Club 21/02/2023

Task: Advise Supporters on Bus @Secretary - Coolum Surf Club 21/02/2023

ENDORSED – The MC endorsed the changes to the draft subject clarifying the “driver at fault” references.

TASK – SF to discuss the driver at fault language with the Transport Officer.

16 - Decision #7 - Skye Wildman

Proposal to endorse Skye Wildman for the SLSQ Development Program. Cost \$500+ attending North Qld Program

ENDORSED - The MC endorsed providing financial support to Skye to include the cost of the program and support towards travel. The Club Captain to confirm with Skye and her parents.

17 - Complaints Update

■ [REDACTED]
■ [REDACTED]
■ [REDACTED]
■ [REDACTED]

18 - Information - Building/Maintenance Strategy for Coolum West Property

Coolum West Property

- Short term residential building remediation issues. On hold pending a final decision of the future of the building.
- Medium term – progress cross-over works required under the DA. Quotes currently being sought.
- Development of a master plan for the longer-term utilisation of the property. Underway via the JBC.
- Agreement on a preventative maintenance schedule to be progressed in conjunction with the lifesaving caretaker.

19 - President's Report

Key Activities from last month

1. SLSQ visit and meeting with Gerard O'Brien
2. Work with Treasurer and SSO to understand position on Ocean Thunder Costs
3. Work with Caretaker on quotes for member area improvements
4. Work with Caretake on schematics and data for the updated Committee Boards and Life Member Boards
5. Bay-to-Beach swim
6. Club Championships

Key activities for next month

1. Branch Council meeting
2. SLSA Board visit
3. State titles
4. Golf Charity Day

For discussion

1. Confirm time date for Female Member Forum – agreed to progress in March.
2. Progress set-up of Youth Sub-committee – IN to progress discussions.

NOTED

20 - Deputy President's Report

James Blackmore has formally advised intention to step down from the role. Timing to be agreed with the MC. IN expressed thanks on behalf of the club for James Blackmores efforts.

NOTED

Task – SF to write to James and thank him for his service.

Task – SF to progress EOI in newsletter to seek replacement

21 - Secretary's Report

1. Complaints Resolution Workshop progressed
2. Rowing ergo maintenance lesson with the Lifesaver Caretaker
3. Attended meeting with Supporters to discuss Surf Boat Coach contract and arrangements
4. Letter to Surf Boat Captain from MC about costs for Ocean Thunder progressed

NOTED

22 - Club Captain's Report

AW noted that last weekend was tricky with patrolling. AW and NB helped out with additional shifts to bolster the patrols. Three members attended Pulse over the weekend with great feedback.

NOTED

23 - Surf Sport's Officers Report

1. Sports report tabled. Main items
 - a. State Titles - approx 20 competitors
 - b. Damage to club boards - rectification and payment
 - c. Branch cancellation
2. Boat Captain. Main items
 - a. carnivals upcoming
 - b. ASRL on the weekend

The issue of damages to club equipment (including club boards) was discussed. It was noted that club boards should have been allocated to specific members but were not. The MC agreed in principle that damage to allocated boards should be covered by the member to who the board is allocated. For non-allocated boards the club will cover repair costs if the damage was incurred during club endorsed training and the damage was not the result of negligent behaviour on the part of the member.

TASK- AM to provide the data for repairs to board and skis for this season. AW asked if AM could differentiate between rescue and competition boards.

24 - Member Officer's Report

NB advised he had a discussion with AM about getting some vouchers to be given to sponsors by way of appreciation. AW note that The Shop are not a sponsor and may need to tighten the coffees for patrols. AM explained to NB about the club's relationship with sponsors and the need to make sure that all sponsors are treated the same and that all communication/offers to sponsors to be coordinated by AM and/or Carla.

NB noted that Nic Lowe may need some help on days when he is training new members.

Member profile in the Coolum Weekly is going well. NB tabled a suggestion from Ernie re getting the Shoplifters here for the Friday Member Catch-up. The MC agreed in principle.

25 - Chief Training Officer's Report

Achieved last month

- Last skill maintenance sessions for injured members and renewing members.
- Continued investigation into new uniforms and teleconference equipment for training

Goals for this month

- Organise First aid course - this has been conducted in conjunction with Peregian SLSC
- 2 ART courses underway this week
- SSV - in conjunction with Peregian SLSC.

NOTED

26 - Junior Activity Chairman's Report

Attendance Apology - no report

27 - Administration Report(A) - Blue Card

Motion: That the Blue Card Report be Endorsed

28 - Administration Report(B) - WorkCover

Current claims were noted for ;

- Linda Barnes
- Michael Carter
- Jason Westwood

The WorkCover Report was noted and endorsed by the MC.

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

Motion: That the Drivers Licence Report be Endorsed. Agreed.

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

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

New Memberships

1. Nick Stormonth (currently a past active member, last proficient in 2013, was part of the club for about 5 years.
2. Darcy Smith

Transfers:

IN

OUT

1. Ashlee Cameron to Sunshine Beach
2. Caleb Thomas – Requesting Dual membership with Peregian.

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.

New sponsor (LiveLife Pharmacy) signed this week. Will be a Bronze sponsor and there will be a rewards card to be used for first aid patrol purchases.

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

Junior Activities Committee Minutes - Not Available

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

Supporters Committee Minutes - Not Available

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

Joint Facilities Committee Minutes - Not Available.

Supporters Club President advised that Bruce Moulard will replace Mark Dearing as the Supporters representative on the JBC.

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 Riveer, 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.

The MC endorsed the above locations.

39 - Meeting Closed

8.04pm

40 - Next Meeting Date

March 2023

41 - Upcoming Events

Motion: That the Upcoming Events be Endorsed.

19th Feb - Surf Boat team are running a fundraising BBQ at Nippers. No Special Event App required


26th Feb - Nippers AGM and presentation. Special Event App approved

17th March - Charity Golf Day

The MC endorsed the above events.

Endorsed by:

Ian Norman



Stephen Foote

