

Date	17/11/2022
Time	06:00 PM - 08:00 PM
Location	
Present	Secretary - Coolum Surf Club, President - Coolum Surf Club, Treasurer - Coolum Surf Club, Club Captain - Coolum Surf Club, Surf Sports - Coolum Surf Club, Junior Activities Chairman, Member officer
Absent	Training - Coolum Surf Club, Admin - Coolum Surf Club, Deputy President
Note Taker	Secretary - Coolum Surf Club

Agenda

1 – Welcome

6pm – IN reminded all of the meet and greet with the Supporters at 7pm. IN advised additional agenda item for discussion/advice. The Peregian Springs Recreation Club has come up for sale and is a possible opportunity that. We have a delegation going out tomorrow to inspect the facility. IN gave examples of how such an investment may benefit the club. Mal has spoken to Kerri Barnes about the proposal who advised it would be a Supporters decision.

IN noted the two complaints that came from last Skills Maintenance assessment session and that these are progressing in accordance with club and SLSQ process.

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 PRESENT AGREED – THERE ARE NO DECLARED CONFLICTS.

3 - Previous Minutes

A. Previous Months Minutes Attached

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

PROPOSED – GWO SECONDED - NB

4 - Business Arising From Previous Minutes

1. SF to liaise with Ron Trembath concerning the collection of the boat in the last weekend in November - Done
2. SF to send invitation to Supporters President for Dinner at next meeting - Done

5 - Correspondence In

1. Kathy Sundstrom – member and NAB adviser on Cyber Safety has offer edto present a session to our members.
2. Todd Peterson (Property Manager R&W) - Tenanted property needs to have asbestos removed before the MouldMen can treat the mould.(email attached)

3. Todd Peterson - Confirming the receipt of our instructions about the tenanted property dated 7/11/22(attached)
4. Bruce Dunne - Changes to gym access for 15 to 18 year youth members. Forwarded to Gym Committee Chair for review and recommendations. (Email Attached)
5. Mick Nagle - Email asking for a copy of an investigators report which we do not have yet from SLSQ (copy of email attached.)

ENDORSED – Item 1 Kathy Sundstrom Cyber Safety Presentation to members.

TASK – SF to advise Kathy Sundstrom

6 - Correspondence Out

1. To Property Manager at Richardson & Wrench about our residential property on Yandina Coolum Road. IN confirmed that we will no longer offer the dwelling for rental once the current lease period expires.

7 - Treasurer's Report

Attached are the following documents:

- Treasurer's Financial Report for October 2022 for endorsement.
- Mazars October Accountants to support the Treasurers Financial Report
- The template from Crestone showing the breakdown for the futures fund investments on behalf of Coolum Beach SLSC Future Fund.

The Treasurer's Report requires endorsement.

PROPOSED - RB SECONDED - SF

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) - Memorandum of Understanding (MOU) with Supporters Club

MOU with Supporters that provides, amongst other things, that the General Manager has oversight responsibility for our Administration Team (x3), Coaches (x2) and Caretakers (x2) was tabled.

Also tabled was a spreadsheet assigning responsibility and tasks as noted in the MOU.

ENDORSED latest version of the MOU

10 - Decision (#2) - New Restricted Liquor Permit (RLP)

The new RLP has been approved and is attached. The issue date is 11th November 2022 and it will expire on 10th May 2023.

ENDORSED – 1. Supporters to provide staff member for Bar 2. RSA approved volunteer leaders to attend Friday Member Catch Up. 3. Cashless payment 4. Last Friday of the month Member BBQ coordinated by Member Officer.

TASK – SF to get expressions of interest from RSA approved members to participate on roster for Friday nights.

11 - Decision (#3) - Life Saving Manager

With the addition of two other people to the administration team Carla Gilbert has been acting informally in the role of Life Saving Manager. This role needs to be formally considered and endorsed.

The General Manager has recommended that the MC consider an increase in her hourly rate from \$37 to \$40. (Email from GM attached)

ENDORSED – 1. New role 2. Increase in hourly rate

12 - Complaints (Strictly Confidential For The Information of the Parties and MC Only)

Strictly Confidential for the Information of the parties and MC only.

At the last Skills Assessment Session held 29th October 2022 two incidents occurred.

1.



13 - President's Report

Key Activities For Last Month

- Member survey completed - just under 50 responses. Results attached.
- Prep for Youth Forum
- Finalise Lifesaving Strategic Plan
- Discussions with Supporters re employee MOU
- Follow up re issues arising out of the October 29th Skills Maintenance session
- Review of Coolum West residential property

Key Activities for New Month

- Joint Lifesaving/Supporters meeting
- Joint Building Committee to be progressed
- Joint Finance Committee to be progressed
- Complete Youth Forum

For Discussion

- Review and analyse member survey results
- Each MC member to review 1H priorities - are they doable?
- Timing for Female Member Forum?
- Further work need with SLSQ to clarify complaints procedure - what does the club do, what does SLSQ do etc
- Younger member gym access - review Gym Committee response and communicate outcome

14 - Deputy President's Report

APOLOGY - NO REPORT

15 - Secretary's Report

Key Activities For Last Month

- Liaison with members and SLSQ Complaints Manager re Complaint/s
- Work with Carla to advise members of General Meeting on 19th November 2022 in Club Room. (
- Review changes to Supporters Club Constitution (attached) which is to be voted on at the upcoming General Meeting
- Advice sent to Supporters Secretary about changes to our representative for Joint Building Committee.
- Noted a new member of the Administration - Jo. This will provide capacity to roster admin staff on the weekends.
- Working with Richard Barrie (Complaints Manager) on one complaint and another potential complaint.

Key Activities for New Month

- General Meeting
- Working with Complaints Manager to resolve complaint/s.

For Discussion

- Update on RLP (see attached email from Carla)
- Child Safety Coordinator EOI (email from SLSQ)

16 - Club Captain's Report

- Everyone has done 3 or 4 patrols, most have good numbers. Still a few patrols with issues.
- Not much beach for patrols to work with, could be some issues if we have more sand loss.
- No patrol inspections yet
- IRB group keen to have boat christening before Christmas party, named after Sharleen Swan (Mother Duck).

17 - Surf Sport's Officers Report

Key Activities For Last Month

- Surf Coach report
- New ski's due December
- Boat captain report

Key Activities for New Month

- Kim Cameron wishes to 'rent' out our Nipper trailer for Aussie's if we are not using it.
- Jason Brown Australia day initiative tabled

For Discussion

- Purchase of a press for straightening Rowlock, \$320.
- Approval for sweep oars as others have snapped \$3347.80
- Application from boats to gym committee, where are we at with it?
- Proficiency session? is there another one to assist with boat crews?
- Emergency staff on patrol 11 as per boat coach report.
- [REDACTED] only going if IRBD not available. Has this been discussed?

ENDORSEMENT – PURCHASE OF ROWLOCK/SWEEP OARS APPROVED

18 - Member Officer's Report

Key Activities For Last Month

- Received an email from Judy Noakes who wanted to praise Nic Lowe and the provision of board training by the Club. There was another email from Jacqui Doyle who also sent an encouraging email
- Went to Walnut Group on Tuesday Night - poorly attended. Need have better comms out.

- Nipper art prize decided - 13 year old female Nipper.

Key Activities for New Month

- Bay to Beach - we need to push the comms and each MC member to talk to members leading up to the event.

For Discussion

- Asked the MC to consider a members draw on Friday nights starting at \$50.
-

ENDORSEMENT IN PRINCIPLE – member draw subject to NB providing details of how the draw will work.

19 - Chief Training Officer's Report

1. The video conferencing technology for training room (est of \$8k to \$10k through our normal IT Supplier). Will explore other options and quotes if approved to do so.
2. Training room upgrade - would like cupboards and a bench similar to the existing
3. Upgrading the WIFI especially in the training room as we are now more reliant on this due to online training
4. Approval to upgrade training defibs cost to be confirmed
5. Purchase of Sharkskin Rash tops for trainers to keep warmer in Winter months Approx \$90 per person

ENDORSED - GWH to go ahead and get quotes 1 to 5 to bring to MC for decisions. Other purchase decisions endorsed.

20 - Junior Activity Chairman's Report

Key Activities For Last Month

- Rainbow Beach Carnival cancelled
- Maroochydoore Rebel Carnival - great event, very challenging conditions, some great placings

Key Activities for New Month

- U8-U10 first Carnival (Noosa) - 26th Nov
- U11 -U13 Age Champs (Coolum) - 27th Nov - Normal Sunday program not taking place for the younger nippers
- Last day of Nippers for 2022 - 4th Dec. Program start 8am, Santa arriving approx. 9am, 10am conclusion

For Discussion

- Gear trailer - incident. Required to be operational for mid January
- Purchase of new PA system on hold, revisiting the existing one again due to some direction from Admin.

21 - Administration Report(A) - Blue Card

Motion: The that Blue Card Report be Endorsed

NO REPORT

22 - Administration Report(B) - WorkCover

Motion - That the WorkCover Report be endorsed.

NO REPORT

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

Motion: That the Drivers Licence Report be Endorsed.

NO REPORT

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

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

New Memberships

1. Isabella Carter

Transfers:

IN

1. James Osborne

OUT

1. Lachlan Phillips (ex active 2018/19 to Maroochydore)
2. Tim Rickards (to Moruya)
3. Tex Warren (Cadet to Noosa heads)

Renewal Special Associate Membership:

1. Chris Marris-Whiteley (no cost)

NOTED AND ENDORSED

25 - Long Service Request - Carol Lockwood

ENDORSED

26 - 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.

NOTED

27 - Administration Report(F) - Sponsor Register

Update on the status of our sponsors. Initial discussions in place with LiveLife Pharmacy to come on board

NOTED

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

Junior Activities Committee Minutes - Not Available

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

Supporters Committee Minutes – Not Available

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

Joint Facilities Committee Minutes - Not Available

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

Joint Finance Committee Minutes - Not Available

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

The Gym Committee has responded to Bruce Dunne's email from 9th November 2022 about making provisions for Members over 15 but under 18 access to the gym without adult supervision. The MC expressed their thanks

to the Gym Committee for their efforts. The MC discussed getting the balance right between encouraging our youth members and having effective risk management and member protection protocols in place.

ENDORSED - The MC endorsed youth member gym access as follows. SRC or Bronze 15 or above but under 18 current members need to have 15-year-old financial member or above with them in the gym when training, Both members need to be financial and inducted. A youth member gym induction will be developed.

33 - General Business (#6) - Honors and Awards Committee

1. Minutes from the H&A Committee meeting are attached for endorsement.
2. Draft Honors and Awards Policy is also attached for endorsement by a vote (See attached Decision)
3. Template for Life Membership is attached for review.

ENDORSED – 1. Honour and Awards Policy 2. Change to By Laws 3. Meeting Minutes

34 - 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.

NOTED AND ENDORSED

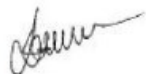
35 - Meeting Closed 7pm

36 - Next Meeting Date

15th December 2022 - Supporters Meeting Room

Endorsed by:

Ian Norman



Stephen Foote

