

Date 20/04/2023  
Time 06:00 PM - 08:00 PM  
Location Lifesaving Training Room & Microsoft Teams Meeting  
Note Taker Admin - Coolum Surf Club

## Agenda

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### 1 - President's Welcome

6.05pm

### 2 - Attendance and Apologies

Attendance:

1. Ian Norman (IN) - President *\*remote attendance*
2. Gail King (GK) - Deputy President
3. Anne McGill (AM) - Treasurer
4. Kathy Sundstrom (KS) - Secretary
5. Anthony Waring (AW) - Club Captain
6. Greg Woodward (GWo) - Surf Sports Officer
7. Ross Bauer (RB) - Junior Activities Chairman
8. Greg Whiteley (GWhi) - Chief Training Officer *\*remote attendance*
9. Noel Boxer (NB) - Member Officer

Absent:  
NIL

Visitor:

1. Carla Gilbert

### 3 - Disclosure of Interest & Declaration of Confidentiality

1. All members are to declare any conflicts of interest regarding the agenda items to be discussed – **Nil Declared**
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. - **Nil Declared**

### 4 - Approval of Previous Meeting Minutes

Motion: "That the minutes of the meeting held on Wednesday 22 March 2023 be accepted and confirmed"

**Moved – Gail King**

**Seconded - Anne McGill**

### 5 - Business Arising From Previous Minutes

- IN to coordinate a follow up session with DC. Not yet progressed. Proposed that this matter be closed.
- AW and GK session with CS. Proposed that this matter be closed.
- Mirror in gym - Coolum Glass replacing/replaced. Underway, to be complete within a fortnight.
- Coolum West Property onsite meeting with key stakeholders 14th April 2023. Progressed. IN obtaining quote from Shadforths for crossover works. IN asked if anyone knows of other potential suppliers.

- IN to source new signage for gear trailer. *Underway and waiting on measurements.*
- Carpet quote - Brenton on Floors approved and booked in to complete in coming weeks.
- Bench extension – quote for \$16,000 extend bench. Not accepted as too expensive. Discussed with Fred Stokes to progress the production of bench templates through his cabinet maker. Currently underway.
- Complaints Resolution Workshop follow up. EOI For investigator progressed.
- Strategy review for coaching program for season 23-24 advised at the GM - survey sent 13/4/2023 closing 29/4/2023. Over 40 responses received so far.

## 6 - Correspondence In

1. Caretaker works March 2023
2. Mooloolaba Mile event - thanks from Mudjimba
3. Coolum Wedge event - thank you to the club for support
4. Coast Trek - use of tables, chairs, marquees for event on 21st July ENDORSED
5. Rob Brough surf boat rower short film -CBSLSC support ENDORSED

Motion - That the inward correspondence be received and endorsed

**Moved - GK**

**Seconded - KS**

## 7 - Correspondence Out

1. Youth Development Officer Appointment - Robert Wildman

Motion - That the outward correspondence be received and endorsed

**Moved – GK**

**Seconded - KS**

## 8 - Sub Committee Minutes

1. J.A.C. Minutes **not supplied**
2. Supporters Committee Minutes **not supplied**
3. Joint Building Committee Minutes **not supplied**
4. Joint Finance Committee Minutes **not supplied**
5. Gym Committee Minutes **not supplied**
6. Honours and Awards Committee Update **attached. Policy and By-laws update endorsed.**

Motion - that all Sub-Committee Minutes/updates supplied are endorsed.

**Moved – Ian Norman**

**Seconded – Greg Woodward**

## 9 - Decisions

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

### 10 - Decision (#1) Training Admin

Greg Whiteley spoke about the meeting that was conducted with himself, GK, AW, CG, MW as per attached correspondence. The meeting recommended the establishment of a dedicated admin role to provide admin support to CTO and training team. The role will report to the Life Saving Manager and be for 30 hours per week – est cost \$50k pa. AM queried that this was put on the table 8 months ago and had a discussion with Mal that it was to support the current admin team. Confirmed that new role would be dedicated to training.

**Recommendation endorsed.**

## 11 - Treasurer's Report

Tabled Reports:

1. Treasurer's Financial Report February 2023
2. Management Report February 2023

### 3. Summary of committee expenses

Motion - That the Treasurer's Report for the month of March 2023 be endorsed and accepted.

**Moved – Anne McGill**

**Seconded – Ross Bauer**

### 12 - President's Report

Key Activities For Last Month

- Working with the SSO on the coaching review survey
- Member improvement liaison - carpet, bench seating, training room desks
- Ongoing member communication review
- Board riding team PR support
- Honor Boards review

Key Activities for New Month

- Season close
- Excellence Awards Dinner
- Prep for the AGM
- Prep for the Annual Report
- Coaching Review

For Discussion

- By-laws Review – IN flagged that this has not progressed. Will discuss next steps with KS.
- Strat Plan review process – IN advised that we will do an end of season strat plan review.
- Season 23-24 budget review – IN request that current MC members work with AM to finalise the recommend 23-24 budget
- Branch Excellence Awards nominations - due early June, aim to be done by end May. IN to work with KS & CG to progress agreed nominations.

### 13 - Complaints Update



### 14 - Deputy President's Report

Key Activities For Last Month

Rob Wildman has come on board enthusiastically as Youth Officer. Looking at youth games activity – beach cricket match against Peregian Youth. Carla working with Rob on approval for SE application, catering and event organization. The MC thanked Rob for his commitment and endorsed the proposed youth cricket match.

### 15 - Secretary's Report

The recommendation to invite The Shop to 2023 Excellence Awards was discussed as well as request from the surf boat section to have their Ocean Thunder sponsors attend as well. The MC decided that only club sponsors should be invited to the 2023 Excellence Awards to ensure we treat all sponsor equitably.

### 16 - Club Captain's Report

- Great conditions for Easter and last weekend. It was good for members to have enjoyable patrols.

- Membership for upcoming season- costs and hours required to get free membership. After discussion it was agreed that 40 hours would be required to be eligible for free membership and that that season 23-24 membership fees will be \$50. renewal. Greg Whitley suggested a fee for gym membership be implemented for members who do not meet patrol hour requirements. The suggestion was parked for consideration next season.
- Coolum West meeting- working bee scheduled for 6th of May. We are getting quotes for enclosing the back concrete area and remotes for roller doors. The mezzanine floor is still wanted, GK raised the legalities of this. Agreed to review this requirement after the initial updates had been progressed. Mick Sell was endorsed as coordinator for shed requirements to coordinate communications between Club Captain and Joint Building Committee chair.
- End of season gift endorsed - dry bags or voucher and water bottle and voucher for upstairs or merchandise from downstairs.
- Request for shed cleanup working bees after last patrol on Monday May 1<sup>st</sup>. Agreed to to make invite open to all and provide drinks/BBQ for those who attend.

## 17 - Surf Sport's Officers Report

### Key Activities For Last Month

- Congratulations to the Board Riding team on overall champions at Aussies led by Bruce & Jodie. Thanks to Noel, Smiley & Cushy for driving.
- Surf Sports survey underway.
- IN requested end of season debrief from two coaches via General Manager & SSO. GW to progress.

## 18 - Member Officer's Report

- NB asked Aussies competitor support subsidy for those who did not do the required hours and whether they can obtain a subsidy for amount of hours completed. The agreed consensus was that the club needs to treat everyone fairly and competitors need to complete required hours to qualify for subsidy. There was discussion around drivers and confirmed they wouldn't be out of pocket for accommodation and travel costs incurred in transporting the boat.
- Request for \$400 speeding fine to be paid by the club. It was agreed that the Vehicle Use Policy is clear on the matter and, as such, the club could not endorse the request.
- NB advised that he has purchased a painting featuring our patrol from a local artist at art exhibition. Put forward suggestions – club buy painting (\$700) or NB keeps painting. The MC endorsed the purchase of the painting as an improvement to member amenities. It was noted that the purchase did not follow procedure and any future purchase should follow the clubs documented procedures.

## 19 - Chief Training Officer's Report

### Key Activities For Last Month

- Upcoming ART course
- Planning a TAF meeting before the end of season for a handover

## 20 - Junior Activity Chairman's Report

- Cooper Williams training last Friday was well received by the Nippers with good numbers in attendance, approx. 20. The MC congratulated the JAC team on the initiative.
- Still awaiting 4 x new boards to arrive (ordered).
- Nipper shed stocktake carried out for EOFY purposes.
- Outgoing- incoming Nipper Committee are meeting Friday 21 April to do handover.

## 21 - Administration Reports

1. **Blue Cards**
2. **Work Cover**
  - Linda Barnes

- Jason Westwood
- 3. **Drivers Licence Expiry Report**
- 4. **New Memberships and Transfers**
  - New members - NIL
  - Transfers - IN NIL OUT NIL
- 5. Grants Register attached. Management Committee to advise Administration and the Treasurer of any items to add to the wish list for upcoming grants.
- 6. Sponsorship Register attached. New Silver Sponsor Vissla coming on board.
- 7. Upcoming Events
  - 25th April - Club members march for Anzac Day
  - 28th April - Youth Cricket game with Peregian
  - 6th May - Youth Ball. Going via club bus, Charperone Rob Wildman. Attendees: Skye Wildman, Michael Andronico, Rory Mullen, Scarlett Nelson, Robert Andronico
  - 20th May - Beach Clean Up run by supporters, using club BBQ and grass area.
  - 27th May - Presentation Night
  - 1st July - AGM
  - Weekend late April/May Ashes spread for Eddie Schrouder - Mark Dunning assisting with arranging a crew and date.

## 22 - 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.

## ENDORSED

## 23 - Meeting Closed

## 24 - Next Meeting Date

Thursday 18th May in the Supporters Function Room

Endorsed By:

Ian Norman 

Kathryn Sundstrom: 