

Date	20/10/2022
Time	06:00 PM - 08:00 PM
Location	Surf Club Function Room, Microsoft Teams Meeting
Present	Secretary, President, Club Captain, Member officer, Surf Sports Officer, Junior Activities Chairman
Absent	Treasurer Chief Training Officer, Deputy President
Note Taker	Secretary

Agenda

1 – Welcome

6.10pm

IN - Welcomed everyone and noted that it was a big weekend last weekend on top of the normal patrolling requirements with the Coolangatta Gold, ASRL Youth Carnival, spreading Lindsays ashes and christening the new surf boat. Congratulations and thanks to all our members who competed. Thanks to everyone who helped with organising the teams and all events. And to those who held the fort on the beach.

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.

AGREED by members present.

3 - Previous Minutes

A. Previous Months Minutes Attached

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

Proposed – GWO and Seconded - NB

4 - Business Arising From Previous Minutes

1. Member patrol hours exemption. Was agreed in principle and AW was tasked with recommending the process to be used. **AW** advised he would speak to Kerry Barnes who is doing something in this area. **AW** said the easy solution is to appoint the affected members as Reserve Active.
2. Transport Officer to get quotes to fix the large trailer. **BM** has arranged for the trailer to be fixed.
3. Renewal of Restricted Liquor License is being completed by our Admin Team. **Admin** are progressing the application. Need to communicate with the members once we have an idea when the RLP will be approved. **SF** to put something in the next Weekly Newsletter.
4. The General Manager has agreed to provide a bar person during normal Fridays, but it may be a stretch on public holidays. Will need to revert to RSA approved volunteers. **DONE**
5. The Chief Training Officer to seek feedback from his team and the members of the MC about how to reduce the load on the volunteers in this critical area. **GWH** is comfortable with the proposed appointment of a 3rd admin staff member. Two candidates have been shortlisted.
6. Treasurer was going to look for grant opportunities to purchase the 2 X Charger Skis that the MC endorsed at the September meeting.

7. **AW** advised that he was plumber re the shower facilities who advised that we may need to look at a standalone system.

5 - Correspondence In

1. Toni Gallagher (member) sent a thank you on behalf of female members who use the shower. It has been a while coming but the showers are finally fixed.
2. Jessica Averla - request for gym equipment forwarded to Gym Committee for consideration.

NOTED

6 - Correspondence Out

1. Responded to Surf Boat Captain and advised her of the process for getting what she has requested.

NOTED

7 - Treasurer's Report

The monthly financial report is attached and requires acceptance. Also attached is the monthly Management Report from Mazars for review. IN noted that September returned a small surplus and that the Futures Fund is now in place with a \$300,000 initial fund injection and \$30,000 per month (combined amount from lifesaving and supporters).

ENDORSED – the Treasurers Report was endorsed as tabled

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) - Honours and Awards Procedure

The attached procedure was tabled for review and endorsement by the MC. Endorsement was sought to adopt the H&A Procedure.

ENDORSED

10 - Decision #2 - David Cush Nominated as the First Life Governor of the CBSLSC

Ian Norman proposed that David Cush (DC) be endorsed as the first Life Governor of the Club. DC has given 60 years of service as a volunteer and volunteer leader to surf life saving and to our club. The nomination and criteria for becoming a Life Governor is contained in the attached email. .

ENDORSED - IN asked that the announcement be kept in confidence until the May Excellence Awards Night. Agreed

11 - Decision #3 - Building report 318 Yandina Coolum Road residential property

- Attached is inspection report for our rental property which describes a number of defects including a leaking roof and mould.
- The Executive met with the General Manager and agreed that repairs required (est \$100k) cannot be justified. As such it is recommended that discontinue the rental when the current rental agreement expires and seek to exit the current tenant as soon as possible.
- The Executive seeks the support of the Management Committee to endorse this decision. The MC Executive Meeting minutes were attached to assist the MC to understand all the details of their decision

including options for the future of our investment in that property and a copy of the email response from the Town Planner in response to the General Manager's question about subdividing the site.

- A timeline of emails/reports that refer to the continuing problem with the leaking roof. It has an issue that has continued over a year without it being properly fixed. Form 1 - Notice to Leave is attached and shows that a minimum of 2 month's notice is required for demolition or significant repairs

ENDORSED

- the decision of the Executive Committee to cease the lease when it expires and proceed to demolition or removal of the building was endorsed
- that the Club formally gives notice to the tenants that we are not going to extend the lease beyond the current period and seek to agree an earlier exit if possible.
- that the Club addresses the key items in the building report (fix leak, mould, vermin control and stabilise the foundations) in a cost-effective manner given the short-term future of the building

12 - Decision #4 - Changes Required To The Club's Complaint Management Structures to Align with SLSQ

In order for the Club to align with SLSQ's new Complaints Handling Policy we need to do the following:

1. Appoint a Person in Position of Authority (PPA). Proposed JB.
2. Appoint a Child Safety Coordinator via an Expression of Interest (EOI)
3. Amendment to the Constitution to include clause referring to a Grievance Procedure this is being dealt with by Executive Members.

SF – provided details of why these appointments and inclusions are required are contained in the attachments Actions CBSLSC 1 & 2

ENDORSED – the recommendations tabled by SF were endorsed.

13 - Decisions #5 - Changes to Joint Building Committee (JBC) lifesaving representation

At the AGM lifesaving confirmed Mick Sell and Shane Pieters as lifesaving representatives on the JBC. It is recommended that Mick Sell step down due to conflict-of-interest issues given that he provides building services from time to time Anthony Waring be confirmed as our representative. Shane Pieters to remain as our other representative. Discussions have been progressed with Mick and Anthony - both have advised they agree with the change. Paul Norman (as lifesaving caretaker) will attend the JBC but not as a JBC member.

ENDORSED – the MC endorsed the change to the JBC representation. SF to formally advise Supporters.

14 - Decisions #6 - Coolum-Yandina Rd property caretaking requirements

Confirm the appointment of caretaking services for the Coolum-Yandina Rd property. Initially report on fixes required for reducing the risk to the current tenant in the interim whilst we have a tenant in the property.

SF referred to the attached timeline concerning the leak and said that the objectives of the Club and the tenant were not aligned. It is important that we ensure that interests of all stakeholders are achieved.

ENDORSED - agreed that the current caretakers will provide preventative and reactive maintenance services as required for the Coolum-Yandina Rd property. Agreed that Mick Sell to act as a Coordinator for the Coolum-Yandina Rd property in relation to requests related to usage of the property.

ENDORSED – that the Lifesaving Caretaker be tasked to develop a preventative maintenance program for the Coolum-Yandina Rd property.

15 - Decision #7 - lifesaving 22-23 direction for the Joint Building Committee (JBC)

The President proposed that lifesaving confirm their priorities and focus for the JBC. Because the JBC is a partnership with Supporters their committee will also need to advise building priorities from Supporters perspective.

Attached is work the President has proposed for the clubhouse building, including a recommendation to develop a master plan for the Coolum-Yandina Rd property.

ENDORSED - the lifesaving priorities for the JBC were endorsed. SF to formally advise the JBC and Supporters

16 - Decision #8 - Tremco Surf Boat decision

There is in place an agreement to return the Tremco surfboat to Ron Trembath when it was no longer required. as the boat was donated to the club by Ron Trembarth. With the new surfboat (Mark "Smiley" Dunning) coming on line last weekend the Surf Boat section has advised that the Tremco boat is no longer needed.

ENDORSED – to formally advise Ron Trembath that the boat is available for collection. The MC recognised the generosity of the donation from Ron Trembath.

TASK – SF to liaise with Ron Trembath concerning the collection of the boat in the last weekend in November.

17 - President's Report

Key Activities For Last Month

- Strategic Plan review - both lifesaving and supporters
- Discussion with Ernie Burrows on JBC operation
- Exec discussion on Coolum-Yandina Rd property issues
- Lindsay Crofton memorial service
- Surfboat launch
- Lifesaving Appeal

Key Activities for New Month

- Finalise lifesaving strategic plan
- Branch AGM
- SLSQ AGM
- Strategic Plan submission to Branch
- SLSQ meeting and greet

For Discussion

- By-laws/procedure review - talk with Kerrie Barnes
- Progress Youth Forum
- Confirm model for Member of the Month and weekly member feature - Noel to drive

NOTED

ENDORSED – the MC endorsed the revision of the Strategic Plan, to be sent to Branch and made available to all members.

ENDORSED – the MC endorsed the progress of a Youth Forum. IN & NB to confirm data and agenda.

18 - Deputy President's Report

No Report

19 - Secretary's Report

Key Activities For Last Month

- Attended SLSQ Teams Conference on Complaints Handling
- Prepared board slideshow by way of a briefing paper on the Complaints Handling Process from the Policy.
- Prepare a Decision to activate new positions and new communication to members on the Complaints Handling process.
- Attended the Wake for Lindsay and took photographs and helped behind the bar.

- Attended the Boat christening and took photographs for the Weekly
- Attended the first meeting of the Prostate Cancer Support Group along with 5 other members. I think this group will grow and be a real benefit in terms of the mental health of our members.

Key Activities for New Month

- Start the process to improve our filing system particularly for sensitive files.
- Start making sense of where files that are created by MC members are stored on the system.

For Discussion

- It should be pretty straight forward but happy to discuss anything relating to the new Complaints Handling process.
- Strategic Planning with Supporters what are the options - weeknight or weekends etc?

NOTED

ENDORSED – The joint meeting with Supporters initially scheduled for October has been postponed to the next MC meeting on Thursday 17th November 2022.

TASK – SF to send invitation to Supporters President.

20 - Club Captain's Report

Key Activities For Last Month

- Limsoc issues
- Patrols

For Discussion

- Sunday morning BBQ

THE FOLLOWING POINTS RAISED BY AW WERE NOTED

- Limsoc mixup with a driver that occurred on the weekend.
- Patrols have been pretty good. Patrol 11 continues to be an issue.
- BBQ for Nippers supported by JAC – NB advised that he would help

21 - Surf Sport's Officers Report

Key Activities For Last Month

- Attached Sur Boat Captain report with questions answered
- Attached Surf Coach report
- Great turn out at Cooly Gold, amazing atmosphere between club members. Highlights were Noel's daughter completing the swim leg, the under 17 kids gaining bronze and the long course team made up of members from 17 to 55 years of age. 5 Gold medals, 1 silver and a bronze.

Key Activities for New Month

- Boats attached in PDF
- Surf sports will focus on female and new member participation. Meeting with Nic Lowe Sunday afternoon to discuss way forward.
- Email sent to exec regarding the endorsement of Alex Roman as the boat strength coach. Nonpaid.
- Aw to touch base with Aqua M as she does not have access to people who have requested a sub for patrol.

THE FOLLOWING POINTS RAISED BY GWO WERE NOTED

- Surf Boat Captain report and Surf Coach report were tabled.
- Coolangatta weekend was sensational. Highlights include the breadth of ages and Tanika Boxer had no idea was she was getting herself into but gave it a crack.
- Alex Roman has offered the provision of strength coaching services on a volunteer role basis. The MC endorsed the acceptance of the services subject to oversight by the Surf Boat Coach.

22 - Member Officer's Report

Key Activities For Last Month

- Acquired Table Tennis table and it is going well.
- Talking to female members about board training.

Key Activities for New Month

- Weekly member profile
- Monthly member awards

For Discussion

- Discussions with Boaties who believe they are being unfairly treated - Need to resolve this.(see attached emails)
- More flexibility with patrols e.g. training whilst on patrol
- Voucher for weekly and monthly award winners.

KEY POINT RAISED BY NB WERE NOTED

- NB – talked about a female lifesaver having trouble making the patrol hours. AW – she is more than welcome to go on any patrol I will speak to her. AW provided some details on the lengths that we will go to ensure that we can help those members.
- Surf Boat clarification re carnival entry cost support– GWO advised that Ocean Thunder event is not an SLSA event and that the Surf Boat team had to raise money for this event. This had been agreed between GWO and DT and there was a pledge from the latter to raise the \$20 required for costs associated with Ocean Thunder.
- NB – raised the issue re flexibility on patrols e.g. when we had patrol we were able to do some other activities like the BBQ and helping with the Nippers. AW – pointed out that the Patrol Manual is specific about what can be done as extras on patrol.
- Member of the month rewards – NB requested a \$250 merchandise voucher. IN thought it was a good idea but thought it should be a \$50 voucher.

ENDORSED – Member of the Month \$50 voucher. TASK – SF to arrange for voucher with General Manager.

23 - Chief Training Officer's Report

Key Activities For Last Month

- Begin Skills Maintenance sessions
- Continue to promote courses through Admin and Club notices
- Continue Education activities

Key Activities for New Month

- Complete Skills Maintenance for 22/23 season
- Continue Education Activities
- Work With CC And VCC's on Club Patrol Competition

NOTED

24 - Junior Activity Chairman's Report

Update

- Nutrition education evening held - disappointed in the number of attendees for both sessions.
- JAAO's (now need to be Bronze or SRC accredited).
- Pre-season - Pool Prof changes (effective 2nd Oct 2022).
- New NAA award - on / off / on again. 9 registered parents to participate, Carolyn Bauer / Ernie Burrows co ordinating the next steps, rashies purchased last year however a colour change from branch results in \$\$\$'s wasted and cant be used.
- Rainbow Beach Carnival 22nd Oct (all ages). First year to arrange a structured carnival debrief where we will supply nibbles and light refreshments (attempting to get parents to become Vols / Committee Members for succession planning) - approx funds required \$200 - \$300.
- Last Committee meeting 5th Oct (minutes attached) - thanks to Anthony W and Steve F for attending.

KEY POINTS NOTED BY RB

- NAA needs to be supported – NINE parents who want to be the NAAs. Launched in October but the section needs some new kit.
- Rainbow Beach Carnival this weekend but there have been some changes. Weather condition may impact.
- No Nippers this weekend.

ENDORSED – RB to obtain a quote for new PA system to MC.

25 - Administration Report - Blue Card

Motion: The that Blue Card Report be Endorsed

NOTED AND ENDORSED

26 - Administration Report - WorkCover

Motion - That the WorkCover Report be endorsed. Courtney Overall and Oscar Grimshaw

NOTED AND ENDORSED

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

Motion: That the Drivers Licence Report be Endorsed.

NOTED AND ENDORSED

28 - Administration Report(D) - New Memberships and Transfers, Long Service Request

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

New Memberships

1. John Feeney
2. Kim Younger
3. Edward Carter

Transfers:

IN

1. Kirk Millson (from Collaroy, next bronze course)
2. Joshua Fletcher (from Mudjimba)
3. Faith Liberato (transferring comp right back into Coolum from Mudjimba but also putting a transfer to Peregian- looking at Dual membership)
4. Ellie Fisher (from mooloolaba)
5. Tayla Fox (from Noosa)
6. Jordan Hansen (Moana)
7. Ellie, Matthew and Hollie Garnar (Torquay - nipper family)

OUT

1. Charlie Jackson (comp rights to Maroochydhore, dual membership)
2. Neal family (to Mount Martha, nipper family, dual membership)
3. Laurin Paten (to Peregian, nipper parent from 2019-2020)
4. Kristen Salijevic (Associate to Marcoola)
5. Jayce Alderton (Nipper to Peregian)
6. Hannah Maloney (Dicky Beach)
7. Kate Traegar (Mounth Martha - old probationary member)

NOTED AND ENDORSED

29 - 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 AND ENDORSED

30 - Administration Report(F) - Sponsor Register

Update on the status of our sponsors.

NOTED AND ENDORSED

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

Junior Activities Committee Minutes - Attached to JAC report.

NOTED AND ENDORSED

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

Supporters Committee Minutes - Not Available

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

Joint Facilities Committee Minutes – Attached

NOTED AND ENDORSED

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

Joint Finance Committee Minutes - Not Available

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

Gym Committee Minutes - Attached

NOTED AND ENDORSED

36 - 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.

NOTED AND ENDORSED

37 - Meeting Closed 7.40pm**38 - Next Meeting Date**

Thursday 17th November 2022

Endorsed by:

Ian Norman 

Stephen Foote 