



September Agenda

Soldiers Beach Surf Club Committee Meeting

Attendees: Simon Falconer, Tony Axford, Kell Maxwell, Gail Rixom, Jennifer Falconer, Darcy Waller, James Carroll, Sergei Mikchalchenko, Lee Rogers

Apologies: Jaydee Lourens, Suz Lourens, Evelyn Williamson, Mick Crowe

Date: 28/9/2025

Meeting opened at: 1100am

Item 1: Declaration of any Conflict of interest:

Does anyone have a conflict of Interest that is not registered below?

Name: Shawn Ford	Interest: Contractor Light of Installation
Name: Kelly Maxwell	Interest: Relative of the Kraken

Item 2. Motion to Adopt Previous Minutes

Moved By: Tony Axford
Second by: Jennifer Falconer
CARRIED Y

Item 3. Business Arising from Previous Minutes

1. Email scam asking for money: Email to be sent to all members through surfguard stating that this is scam and not to respond. Simon F to action Completed
2. Website hyperlink to be sent to all members for feedback before made live. Simon F. to action Completed
3. Find details for socials: sign in, passwords to see if we can delete accounts. Simon F. to action Completed
4. A sign to be put in front of ANZAC memorial asking area to be kept clear as sign of respect. Jennifer F to action completed
5. Smokers to be asked to move away from keg room as smoke enters change rooms. Kell M to Action Completed
6. Club entry to be made more surfclub friendly: pictures, memorabilia etc. Shawn F, Committee to action. Still ongoing
7. Kell is on holidays on 30 th -31 st august, and holidays from 2nd Sept thru 23rd Sept. done
8. Wyong river water safety event: committee happy to go ahead. Shawn F and Michael R to Action Completed
9. Chase up sponsor contacts for Darcy to reach out to. Simon F to action Still ongoing

Item 4. President – Simon Falconer

1. Congratulations to all that participated in the recent weekend of activities. Great to see so many members working together for the cause.
2. SLSNSW as part of the Priority clubs program has decided to reduce our capitation fees for last season as well as donate \$50 for each patrolling member from last season, this money will go towards Bumbag filled with: pocket CPR mask, notebook, pencil, pen, whistle, alcohol gel and gloves members can get from the first aid room. (total cost exceeds the \$50 from state)
3. Videos that have been released on social media have had a great response, well done to all involved.
4. Club compliance is up to date and we have met Branch and State requirements.
5. Due to unfriendly comments on social media I have removed some ex-members from all sites. I have contacted legal and had advice on the matter.
6. Priority clubs has been successfully promoted. Media coverage is out there. It has some minor errors which have been addressed, and others that will be looked into. (Confusion between The Lakes and Soldiers, same message for both clubs being advertised in same area)
7. Bronte surf club has been partnered with us, I have spoken to the General Manager and Director of Lifesaving at Bronte. They will cover patrols for 2 weekends in January, this will equate to a reduction in hours for our each of our members of approx. 9hrs....We have booked accommodation at the caravan park and will host a meet and greet with their members on Saturday the 10th and Saturday 17th January.
8. CLEG grant has been announced total approx. \$2557. We have been given a list of items we can choose from, with all the outdoor activities we have and with the intent of securing youth and new members we have put in an interest to purchase a DJI 4mini pro drone, this is to be used for promotional and lifesaving duties when members are trained. Obviously this comes with restrictions and may not be accepted by state. We need to have UAV pilots. Also there is a shortfall of approx. \$120 to purchase this item.

DJI MINI 4 PRO PACK *	QTY
*Approved to purchase a UAV is subject to meeting specific requirements and conditions which will be assessed by SLSNSW	
DJI MINI 4 PRO UAV	1
DJI RC2	1
DJI Labs Mini 4 Pro Safety Case	1
Custom Skin	1
SD Card	1
Spare Propellers	4
Batteries	3
D1 Labs Lanyard	1
D1 Labs Lanyard Bracket	1
D1 Labs Screen Protector	1
Charging Hub	1
UGreen Car Charger	1
UGreen 35W Nexode GaN II Charger	1
Landing Pad	1
Safety Signs	2
Cones	4
Airband radio & Charger	1
Cleaning Kit	1
Total excl GST	\$2,429.98
Add: GST	\$243.00
TOTAL incl GST payable by club to supplier	\$2,672.98
Total CLEG grant incl GST payable SLSNSW to club \$2,325.00 + \$232.50	\$2,557.50

9. We have put a request in for funding with the Freemasons for our NIPA (Nippers in Pool Aquatic) Program. This is to help with the total cost.
10. Currently looking to apply for Surf Club Building Facilities Grants, this will be to relocate the coolroom downstairs to the upstairs storage area, so the club can use the room for office, training or storage area. Currently quotes have been sourced, waiting on council approval first before we apply.

Motion put forward by James on 9th September:

Approve expenditure to accommodate Bronte SLSC for the 2 weekends in January, this will include accommodation and some food.

Moved by: James Carroll

Seconded by: Sergei Mikhilchenko

Carried

Item 5. Director of Finance – Tony Axford

See attachments on email:

Current Financial Position

Gross Profit to date 16/08/25	\$153,692.16
LESS EXPENSES	\$79,569.38
Net profit	\$74,122.78
Less Grants	\$11,701.91
Working Capital	\$62,420.87
Age Receivables	\$ 19,566.75
LESS Age Payables	\$20,593.01
Term Deposit (Bendigo)	\$70,000.00
Term Deposit (Bendigo)	\$20,414.31
Term Deposit (Greater)	\$10,000.00
Total unbudgeted Working cash	\$3,900.00

As of the 16/08/25 Cash in Bank

Bendigo Event acc	\$55.34	
Bendigo Grant Holding Acc.	\$16.77	
Bendigo Investment Acc 1.	\$70,000.00	12 months term at 4.40%.
Bendigo Investment Acc 2.	\$20,414.31	6 month on call
Greater Main account	\$15,768.20	Budgeted
Greater Investment acc	\$10,000.00	3 month on call
Grant Account	\$11,701.91	Budgeted

Total Cash **\$127,965.53**

Motion 1:

Move that the Attached Payments be approved as legitimate expense to the Club.

Moved By: Tony Axford

Second By: Gail Rixom

CARRIED Y

Other issues

1. No Debt current, as all bills are paid when they fall due.
 2. Budget is on track no over spends.
 3. Please note in aged payables that the CLUB PAYES Insurance premium over a Month period
- The lump sum of policy is shown as a full amount for accounting.

Electronic Motions 5 September 2025

1. The data projector in the lighthouse room died on us, it's the Club equipment. We purchased it 2012.

It is used at least 6 times a year.

Prices range from \$5,000 to \$12,000.

We have a quote from the Service Company to purchase a refurbished bigger unit with warranty for \$2,500. Fitted. Coming out of building maintenance budget.

Motion 1

To purchase the refurbished projector.

Moved by Tony Axford

Second by Mick Crowe

Carried

2. During the power outage from the last storm an issue developed with the Glycol system (beer Lines) it is the Club's responsibility and equipment. We had to get an emergency service. Building maintenance budget. We have also an issue when the club paid for the new system it leaks into the first aid room ceiling!

Motion 2

Move to pay \$650 for major service of the Glycol System, once he fixes the problem in the first aid room ceiling.

Moved by Tony Axford

Second by Gail Rixom

Carried

The Club received an invoice from SLSA NSW for \$9,000 for capitation,(fully budgeted) however, they are going to thank patrolling members by way of giving the club \$50 per patrolling member, the funding for this comes off the Capitation so we will get a revised invoice down.

Motion 3

The Club allocates \$50 per patrolling member from last year for a SLSA.

Moved by Tony Axford

Second by James Carroll

Carried

4. BSEF AQUATIL 2024-2025 Grant of \$11,000, the Club had an oversight and errored by an underspend of \$192.30. The Club will have to repay this amount and will be paid once the club receives the invoice.

5. New Club Web site

The project is on target for launching the site in mid to late October, as agreed.

Update from Simon Darwin Head

As discussed, I did not want to just send you a link without the background/rational behind what we've done.

But I think with time pressure and just different balls that everybody has in the air it might be best for me to send a link.

I have developed a new home page to get the ball rolling on design style and layout.

As discussed the Homepage is your "GO TO" for all the key functions for the club.

Progress:

1. Homepage design ready for review
2. 2 x content pages ready for review

I will send a screenshot of the homepage design in the next day or so.

I have used images from Surf NSW – which are good, and have some good images from Simon F – which is great, thank you.

If you are good for next Wednesday from 5pm – that would be good – otherwise let's try and meet – I'm available Tuesday at my place in Umina if that works for you?

6. The Club book keeper has identified a reconciling issue between SLSA portal and the Club bank statements.

Example:

Customer

John Smith logs onto the SLSA hub and pays 1Nipper \$55.00 + 1 Associate \$65.00 = \$120.00. John receives a SLSA APPROVED receipt of payment.

John is happy, as far as John is concerned fully paid up member.

Club Back end.

1. Admin, Accounts and Finance receives a copy of this receipt which is good.
2. Admin updates Surf Guard and then adds John to the list of members to be approved by the Committee (as per club constitution)
3. Once approved by the committee admin approves in Surf Guard
4. SLSA transfers to Club account a lump sum (eg.\$535) of membership fees up to 2 days later.
5. Issue is the book keeper has to get the receipts and try and reconcile them against the Lump sums! Extra costs involved.

Recommendations

Club pass this onto Branch and State

1. SLSA issue a statement with the Lump sum payments with receipt numbers, this allows easier reconciling.

OR

2. The Club runs its own payment gateway via there website, the Club updates Surf Guard, easier to reconcile the payments.

MOTION: TONY REQUIRES CLUB PERMISSION TO CHASE THIS UP WITH SLSA

MOVED TONY AXFORD

SECONDED: GAIL RIXOM

CARRIED Y

Item 6. Director of Administration – Simon Falconer

1. Correspondence as per register
2. Membership approvals as per electronic motions submitted by Sarah Maughn

Actions: Need to chase up media release forms- Sarah is sending out to members as they are approved. This will need to be chased up on 1st day of nippers.

- A new associate Cherie? wants to help with the admin role, Tony to chase this up with her.

Item 7. Vice President: Darcy Waller

Bribie SLSC is happy with the Trip last year. Pass on their regards and congratulations.

Item 8. Director of Education – Simon Falconer

1. 12 members have successfully completed their RWC course. This will add extra resource on patrol.
2. Approx. 10 members have completed their First Aid course.
3. 6 members have completed their ART court.
4. 2 members signed up to complete SM Patrol Captains award in October, This is on top of the 2 that gained this award in July.
5. 2 qualified IRB trainers: Shawn Ford and Michael Rassmussan will be looking at a drivers course soon.
6. There is interest in a Bronze course James Carroll is looking at getting this sorted, Paul Dowdell from Shelley Beach is happy to help alongside Michael Rasmussan.

To help with club requalification's we are allowed to nominate members to act as assessors, they are allowed to requal members that they hold the same award in and have been assessed themselves.

MOTION: That the following members be approved as club Designated Delegates for requal purposes.

Shawn Ford

Simon Falconer

Michael Crowe

Michael Rassmussan

James Carroll

Matt Keys

Moved by : Simon Falconer

Seconded by: Tony Axford

Carried y

Item 9. Director of Life Saving: James Carroll

- 1) What questions does the committee have around Patrols?
- 2) Any questions or concerns about the Patrol roster?
- 3) Discuss the expectations for patrol members to complete their online refresher courses and what do requals look like and who can assess these.
- 4) Discuss how Whats app communication should be used so we have clear messages sent out.

I will have a Folder in the Patrol tower with latest information printed out.

SOPS folder in the Patrol tower. I will also have a folder in the Tower where each member can fill out a brief bio about themselves so we get to know each other better and understand each other's skill level and goals.

Re – Captains pre-season catch up, I am happy to arrange one or use a what's app group chat to share information and any queries and clarification can be addressed so the group can see it.

Item 10. Director of Surf Sports: Mick Crowe

- 1) SLS have offered to waive costs for development coaches who enrol up until 31/10. Thanks Simon for circulating information. Will try and target candidates.
- 2) North Steyne SLSC will be running their annual training camp for their nippers this weekend, 20-21 September. They have invited us to join the sessions.
- 3) I have sorted the cans and anchors that we currently have and prepared a storage area. Thanks to Tony for sourcing clips and D shackles. Still need to either replace or repair the 2 larger cans (for IRB training and Apex) that we have. Will get quotes.
- 4) Carnival entries will now be done via live heats as SEMS will no longer operate. The club may need to link a bank account to the system so entry fees can be deducted. I have passed info onto Tony to investigate. The system still isn't fully operational, and we are only getting trickle fed info at the moment. Will update when more info is available.
- 5) Have met with Suz Lourens who has offered to coordinate senior point score. Will inform a start date shortly.

Item 11. Junior Activities Committee:

1. Swim training has started: getting good numbers so far. Needs a little bit more organizing but working well. Thanks to all the helpers
2. Looking to hold a pre-season meeting with new families to talk about expectations and the season ahead. Date to be confirmed.
3. Still looking for a few age managers, water safety to run nippers on Sunday.
4. Nipper parent happy to run a BBQ each week, Tony to chase up.

Item 12. IRB Captain

1. I've started cleaning out the IRB cupboards and room, anyone with gera in this area can you remove it so it can be cleaned up properly.
2. Can Tony look at the oil drums on the work bench in the IRB room, and see what oil he has brought for the outboards. There is a few different types here and I want to



stick with the one type.

3. So far I'm yet to locate any tow ropes, there is some stuff in the wheely bin near rear roller door I still have to go through and hope they are in there.

4. Early next week I will have the Patrol gear ready and motor details on the white board in the IRB room.

Item 14. Boat Captain – Sergei Mikhailchenko

1. Completed the 24 hour row with a total of 17 participants, where the club raised \$2,625 for the cause, which is double the goal that we set at \$1,000. In total the whole organization raised over \$1.5 million.
2. Surf boat training is commencing from 21st of September, with 5 crews, but may have difficulty with getting the boat down with the ramp still been washed away a bit. Slight drop off.
3. I received a quote from Croker of \$5,183.20 for a new set of L2 oars and rowlocks.

Motion to approve the payments for a new set of oars and rowlocks.

Moved By: Sergei Mikhailchenko

Second By:

Motion declined on point 3 till further information is gathered, Sergei to chase up and submit budget for income.

Item 15. First Aid Officer –

Sarah Agland has offered to take on this role. Sarah is the partner of Shawn Ford and is a registered nurse.

18/09/2025

To Soldiers Beach Team

Re: First Aid Room

I just wanted to introduce myself. My name is Sarah Agland, some of you may have seen me around the club, I'm Shawn Ford's partner.

I have been asked if I would like to look after the First Aid Room.

Thought I would introduce myself and put it forward to the committee to endorse.

If successful, can you please advise who I report to, where and how stock is ordered.

Sarah Agland

Motion: To accept Sarah Aglands nomination as club first aid officer.

Moved by: Shawn Ford

Seconded by: Darcy Waller

Carried y

Item 16. Rookie co-ordinator Jaydee Lourens

1. We had a successful BBQ at the Norah Head Wellness Markets on the 14th , doing around \$500 in sales, and over \$100 in donations
2. I am waiting on replies from Rookie Parents for the raising of the flags. I currently have 1 confirmed participant, and I need 2 for the club to attend. It is due on the 21st , and I will RSVP if we meet the number requirements
3. Information for the rookie camp has been sent out by email and Facebook to the 13-14s.

Looking for a budget of income of \$3000 over 12 month period chase up, Tony happy to talk to Jaydee.

Item 17. Childsafe Report – Jennifer Falconer

Good Morning welcome back to the 2025-26 Season. The issue of Child Safe at the SLSC has become more prescriptive due to the need for better monitoring and protection of young people while at the beach. I am keeping up to date with current information by watching the relevant webinars and passing these onto the Committee. Some actions that I would like to put to the Committee are as follows:)

- 1 I would like to submit the Child Safe Commitment Statement for signature of the President and other Executive for the coming season.
- 2 I would like to submit the Soldiers Beach Children's Rights for approval this season {already accepted last season by youth managers}
- 3 The signage for the toilets and change rooms the will once again be instigated from Nipper finish for half an hour.
- 4 The Need for WWCC to be collected checked and put on Safe Guard. This also has to be Verified with the Office of the Child Guardian.
- 5 The Code of Conduct and SLSC Policies and Procedures, the Child Safe Policy and requirements, are to be made accessible to the members. It is the clubs responsibility to continuously promote awareness and encourage adherence with the Child Safe Code of Conduct. These documents can be found in the SLSA Child Safe Policy. SLSA Child Safe Online Report Form should be made accessible to members.
- 6 All activities with young people are to be supervised by an adult who has had a WWCC and appropriate qualifications as required.
- 7 The Child Safe Coordinators position requires that information is given to the members, parents and young people on induction and during their time at the

beach. Connecting with the members and the young people where possible.

8 Activities that are extra to the normal program require appropriate paperwork and approval from the Executive. The Child Safe Co-ordinator should also be informed and part of the process.

9 Volunteers should have completed the Child Safe eLearning.

Sorry for the huge information spill but necessary for the start of the season. I'm available if required for any young person enquiry.

Item 18. Caretaker Report – Kell Maxwell

Ambulance officer took all blankets from first aid room, look at replacing.

The club is happy with any Ex/visiting members having access to club equipment in the case of an emergency.

Item 19. OHS/Special Projects – Kell Maxwell

Nil to report

MOTION:

To receive and adopt all reports.

Moved by: Tony Axford

Second by: Lee Rogers

CARRIED Y

Item 18. General Business

1. Ask Council for new chairs in tower. Simon
2. Parking in front of Garage door in car park. Simon/Kell
3. Move Budget around due to lower membership. Tony
4. Darcy to follow up with some sponsors.

Meeting closed: 1155am

Simon Falconer

Simon Falconer
President

Tony Axford

Tony Axford
Public Officer

