



DRAFT

Soldiers Beach Surf Club Minutes Committee Meeting 15/03/22

Attendees: Phil Walls, Craig Andrews, Jodie Freman, Jacqui Godier, Shana Doughney, Ellen Van Wessel (minutes), Karen Harvey, Matt Keys, Gail Rixom, Coral Raymond, Lara McIntyre

Apologies: Kellie Maxwell

Date: 15 March 2022

Meeting opened at 7.05pm

Confirmation to accept the February minutes
Moved: Karen Harvey Seconded: Phil Walls

Business Arising from previous minutes

- Receipt book – still in progress
 - Telstra Costs – still in progress
- ACTION: Craig to review and advise
UPDATE: On-going
- Pass codes – Kellie has contacted Craig Ray and is in progress
- UPDATE: On-going
- Lights – Shane Walker has the information; Shawn Ford has advised he can assist if required
- UPDATE: Shawn has been advised to go ahead and replace bulbs
- IRB Motors – Spare motors need to be sold
- UPDATE: Still need to confirm when new IRB is due for delivery
- Trailer
- NEW ACTION: To clarify what the unregistered trailer is doing in there, need to confirm whose boards are being stored, if they are personal, they need to be taken home to enable us to remove the extra trailer
- NEW ACTION: Need assistance with running the new IRB motor in
- Liquor licence – Phil needs to get his licence as a representative of the committee of the Surf Club
- UPDATE: Brent to confirm with Service NSW as to who should hold the licence



UPDATE #2: On-going

- Council – we have received information regarding weather shield suppliers, and we have been advised that the suppliers need to have \$20million public liability to be able to progress.
Approved suppliers has been sent to Brent by Phil

UPDATE: Current supplier has been bought out by another company. Still in progress.

UPDATE #2 : Still in progress

- Board Policy – Mick Crowe has carriage of this and will be undertaking repairs. Jodie would like some money set aside for locks for competition and Education boards and repairs to the value of \$250 + \$250 and Lara would like boards locked up for SRC training

UPDATE: On-going

ACTION: Need to have further discussions with Kate regarding the waste invoices for the period (as per previous minutes), JJ waste invoices were suspended – from 19 July – 9 September 2021 in relation to Kraken Kiosk outstanding payments

UPDATE #2: On-going – Craig will discuss with Kate

UPDATE: Coral to check with Emma check JJ invoices to confirm when we were charged and the dates.

ACTION: Phil to discuss with Emma regarding amount sitting on Balance sheet for doubtful debts – how long does this sit on our financial documents? Needs to be removed

UPDATE #1: On-going

ACTION: Items thrown out during working bee – need to check Surfguard to remove from the asset register

ACTION: Ellen to run a report of the asset register – Shana can review items and match up with Surfguard

UPDATE #1: on-going

UPDATE: Most signatories have now been to the Greater bank to sign the relevant documents.

QUERY FROM CRAIG: Why are we with the Greater??

- Patrol Operations Guide

UPDATE: All agreed to move forward, however, no offer from an individual to take carriage

- Discussions around moving to a new accounting package titled “Zero

ACTION: Phil to discuss with Jon Harkness to ensure we are able to move across to the new package

Moved: Matt Keys Seconded: Coral Raymond

Director Reports

Financials report

- Financial statements - Craig talked to the following
 - Profit and Loss
 - Balance Sheet
 - Electronic Payments Register
 - Aged receivables
 - Aged payables
 - Authorisation of payment of accounts

Move to accept the financials



Moved: Coral Raymond Seconded: Shana Doughney

Move to pay the normal monthly expenses:
Moved: Coral Raymond Seconded: Phil Walls

President Report: Phill Walls (as per written report)

- Phil has been backwards and forward with Jon Harkness of Branch with regards to responsibilities
- Maintenance concerns of building and associated repairs –
 - First aid room has been done
 - Council have admitted that maintenance has fallen by the wayside over the last few years
 - Pillar walls - scheduled to be done, needs to be inspected (will occur over the new few weeks), awaiting on a definite date
 - Kitchen tiles – Council to come and inspect and potentially replace with a stainless-steel sheet
 - Fan - \$7K – per Jon Harkness if we are successful with the solar grant we could potentially put in three split air conditioning units – Council need to confirm at whose cost (is it a fitting or a structure?)
 - Weather shields – awaiting Council approval on updated supplier

Admin Director - Ellen Van Wessel

- Exec to meet with Emma (Bookkeeper) to discuss current budget
- ACTION: Ellen to arrange a date
- SLSC Awards of Excellence – email sent to exec on 13/3/22– need to nominate
 - BSEF – orders have been placed for various items – need to have invoices in and paid for before 31.3.22
 - Lift repairs – expenses are on-going – whose responsibility is the lift? Council or us? (email sent to exec 13/3/22)
- ACTION: Phil to follow up

Director Surf life Saving – Shana Doughney

- Not much to add regarding patrol captain for patrol 1
- Phil has discussed with Shags regarding his availability – need to have a replacement
- Looking at total number of bronze squad and rookies going through this year – we might be able to run a 7th patrol next year
- Awaiting new life saving agreement coming in June – then Shana will pitch the potential to run all day patrols

Surf Sports Report – Karen Harvey

- Nothing pending



- Nationals – Craig Ray is attending, Sam Coppen attending (representing Soldiers),

Junior Activities Report – Jodie Freeman

- Weather has made running Nippers challenging which resulted in adding an extra week on.
- This week will be last week of nippers 20/3/22
- Hopefully we have fair weather to enable us to run the last week of club championship
- Good feedback to session being moved to the pool – excellent attendance
- Dunes have agreed to put on a final BBQ
- Junior presentation day has been agreed 1st of May
- Jodie and Rachael will review prizes
- Replacements have been found for Jodie and Mick
- Request to put the costumes and shirts out for sale on Sunday 20.3.22
- Costumes – suggest we have a sample of each size available for potential nippers to try on – Fashion Fish – discussions around how to manage, do we hold stock or ask her to attend a fitting day

ACTION: Hold a separate session to discuss finer details

- Can Surf Sports take over the management, liaison of carnival entries, follow up of payments, facebook posts etc
- Would like someone at the beach assisting with registration issues for next season
- Boards and covers have been ordered from Bennett
- Ocean Swim Club is in progress

Education report – Lara McIntyre

- 6 SRC and 6 Bronzies going through at the moment, assessment might be extended out to 1st of April due to beach conditions
- First Aid is being run on 27th of March – at Canton Beach Sports Club, we will provide sandwiches – already have 10 people signed up – updated course
- De-Fibs are both operational and order has been put in for new pads
- Gotten quotes for new red flags citing beach is closed – discussions around if they are legal with Branch and that we are consistent across the board

ACTION: Shana will contact lifesaving to discuss

- Looking at off season activities - in particular swimming – this has been coordinated for Monday nights during the off season (Jodie advised that parents have been encouraged and are in the pool as well)
- First Aid supplies – got supplies in and negotiating with branch as to a service contract with a central supplier – this would assist with removing additional time spent running around sourcing items

Sponsorship and Marketing – Matt Kean

- WRLFC club and applications – in progress



Caretaker report – Kellie Maxwell

- 1/3: Central Coast Council came at to surf club to replace the ceiling in the first aid room, they finished on the Wed 3/3, looks great, pictures were sent to Ellen.
- 7/3: Central Coast Council came out to replace the water pump in craft room, it took 2 days, everything should be going ok now. It is in the same left-hand corner in craft room, different pump.
- 9/3: Lift in surf club wasn't operating wed morn, technician came out in the afternoon to fix the problem, invoice sent to admin email address.
- 10/3: Tragic incident regarding the finding of body washed up on the beach by one of our club members. It was a sad day for everyone involved, the only positive outcome is hopefully there will be closure for a family and their loved one.
- 15/3: Tim from Ara Fire Services did a six month fire check today at surf club, report will be sent to Central Coast Council, everything ok, just a few things, fire blanket needs to be replaced in Dunes Kitchen, extinguisher in Lighthouse room needs to be replaced. Tim will be back tomorrow to replace these.

Move to accept director reports

Moved: Coral Raymond Seconded: Jacqui Godier

General Business

- Maintenance issue - ladies seats in ladies toilets are quite loose
- Membership cards – where are they?
- Beach closed aluminium signs – need to find someone who can put on a pole
- Bunnings Card – where is it?

ACTION: Coral/Gail to cancel the current card

- Raised on items held by club members at their house – can we have an inventory on items held in future noting: No items should be held at people's homes
- AGM – what is the date? Need to get a date and a notice out

ACTION: Phil to review constitution

- Pricing

ACTION: Ellen to send Coral copy of research on other clubs pricing

Senior presentation night

ACTION: Need to follow up with Brent regarding available dates

- Pricing on Surfguard

UPDATE: Old pricing has been updated on Surfguard

- Service Awards – Gail trying to find a list as she needs to report back to Branch

ACTION: Gail to work with Jacqui and Coral

Meeting closed at 9.00pm



A handwritten signature in black ink that reads 'P. Walls'.

Phil Walls
President

A handwritten signature in blue ink that reads 'Ellen Van Wessel'.

Ellen Van Wessel
Director of Admin