

SURF LIFE SAVING MID NORTH COAST BRANCH Inc.
MINUTES OF 2008/09 ANNUAL GENERAL MEETING
HELD 10 JULY 2008, AT THE KEMPSEY HOTEL

The meeting was opened at 7.35 PM with President Dennis O'Sullivan in the chair.

Attendance:

Branch Officers

President	Dennis O'Sullivan
Vice President	Rod McDonagh
Secretary	Kim Rayner
Treasurer	Don MacKenzie
Director of Lifesaving	Paul Rayner
Registrar	Bruce Caldwell

Club Presidents/Delegates:

Macksville Scotts Head	Greg Bell, Chris Stewart
South West Rocks	Tony Hayes, Kerry Fisher
Hat Head	Sue Croad, Vicki Arndell, Mike Stevenson
Kempsey Crescent Head	.
Port Macquarie	Rob Oakeshott, Peter Besseling
Tacking Point	Ryan Rosenbaum
Wauchope Bonny Hills	Jan Clingeffer
Camden Haven	.

Visitors

Robert McCue (PM SLSC), Ken Wilson (PM SLSC), Ken Corbett (TP SLSC), Andrew Jones (SLSNSW)

Proxies: Chris Stewart for Jeneane Donohoe (MSH SLSC)
Ryan Rosenbaum for Mick Lang (TP SLSC)

Resolved: That the Proxies be endorsed.
(G Bell / T Hayes)

Apologies: Richard McGovern, Chris Bell, Jeneane Donohoe, John Vipond, Max Waters, Roger Wilkinson, Mick Lang, Graham Bingham, Bob Smith.

Resolved: That the Apologies be accepted.
(S Croad / T Hayes)

Affiliations: 6 Clubs out of 8 affiliated.
Kempsey Crescent Head and Camden Haven are yet to affiliate with the Branch.

Annual Report and Financial Statements for 2007/08:

The 2007/08 Annual Report was distributed to the meeting for review.

It was noted that there was some minor errors with the Life Members list, Registrars Report etc. These minor alterations will be made and presented to the August Branch Council Meeting.

Resolved: That the 2007/08 Annual Report and Financial Statements be adopted.
(G Bell / S Croad)

Election of Office Bearers:

The President declared all positions vacant in accordance with the Constitution.

Resolved: That in accordance with the Constitution, the Board of Lifesaving and Board of Competition nominations be adopted.
(T Hayes / G Bell)

Results of the Board of Lifesaving elections are:

- Dir of Lifesaving & Education Paul Rayner
- Asst Director of Lifesaving & Education Kim Rayner
- Registrar Bruce Caldwell
- Education Officer (North) Kerry Fisher and Sue Croad (jointly elected)
- Education Officer (South) Kim Rayner
- Club Supervisor MSH Roger Wilkinson
- SWR Sue Croad
- HH Mike Stevenson
- KCH Kerry Fisher
- PM Ryan Rosenbaum
- TP Tony Wright
- WBH John Vipond
- CH Mitch Dawson
- Emergency Services Coordinator (North) Rod McDonagh
- Emergency Services Coordinator (South) Ryan Rosenbaum
- Support Operations Coordinator Ryan Rosenbaum

Results of the Board of Competition elections are:

- No positions filled

Resolved: That the Board of Junior Activities nominations be adopted
(R McDonagh / T Hayes)

The results of the Board of Junior Activities elections are:

- Secretary Darran Stephen
- Treasurer Don McKenzie
- Gear Steward Greg King

At the close of Nominations for positions with the Surf Life Saving Mid North Coast Branch for the 2008/09 Season, written nomination had been received for the following positions and as there were no other nominations were elected in accordance with Clause 13(c) of the Constitution:

- President Dennis O'Sullivan
- Deputy President Rod McDonagh
- Registrar Bruce Caldwell
- Director of Community Education Kim Rayner
- Member Services Officer Kim Rayner

By the SLSNSW Constitution, the position of Delegate to SLSNSW is automatically taken by the President but due too the President also holding the office of Director of Finance on the SLSNSW Executive, the Branch Deputy President will automatically become the delegate to SLNSW.

At the close of Nominations for positions with the Surf Life Saving Mid North Coast Branch for the 2008/09 Season, written nomination exceeding the number of vacancies had been received for the following positions:

- Secretary Ken Wilson and Kim Rayner

Kim Rayner withdrew her nomination, and Ken Wilson was subsequently declared elected.

No written nominations were received for the following positions, and nominations were called from the floor of the meeting:

- Treasurer Don McKenzie (S Croad / K Fisher)
- Assistant Secretary Graham Bingham (R Rosenbaum / B Caldwell)
- Member Protection Information Officer Roger Wilkinson (R McDonagh / K Fisher)
- Accident Investigation Officer North Rod McDonagh (T Hayes / J Clingeffer)
- Accident Investigation Officer South Ryan Rosenbaum (T Hayes / J Clingeffer)
- Gear Steward Paul Rayner (R Rosenbaum / K Rayner)
- Delegates to JAC Dennis O'Sullivan and Don MacKenzie (T Hayes / R McDonagh)
- Publicity Officer South Julie Tancred (R McCue / P Rayner)

- Duty Officers Rod McDonagh, Mike Stevenson, Paul Rayner, Mitch Dawson
- Minute Secretary Andrew Jones to be requested to continue
- Meritorious Awards Committee Bob Smith, Dennis O'Sullivan, Bruce Caldwell, Rod McDonagh, Mick Lang, Graham Bingham (T Hayes / B Caldwell)
- Constitution Committee Tony Hayes, Dennis O'Sullivan, Bruce Caldwell (K Rayner / K Fisher)
- Finance Committee The Executive (K Rayner / R Rosenbaum)
- Life Membership Committee Bob Smith, Kevin Ruscoe, Bruce Caldwell, Ray Agland, Tony Hayes, John Vipond, Max Waters, Ken Corbett, Graham Bingham (B Caldwell / R McDonagh)

The following external appointments were endorsed:

- Patrons State Member for Port Macquarie (Robert Oakeshott MP), State Member for Oxley (Andrew Stoner MP), Federal Member for Lyne (Mark Vaile MHR), Federal Member for Cowper (Luke Hartsuker MHR), Administrator Port Macquarie Hastings Council (Dick Persson), Mayor Kempsey Shire Council (Betty Green), Mayor Nambucca Shire Council (George Hicks), Chairman NPBS (Michael McDonald), Deputy Chairman NPBS (Michael Slater), NSW Department of Sport and Recreation (Paul Hernage), Wrights Accountants (Doug Cheetenham), NBN TV (Mike Rabbit), Port Panthers (Bill Wheeler, Thomas Paynter), SWR Country Club (Barry Pettit), Westport Club (Anthony Westman), Presidents MNC Rotary Clubs.
- Medical Advisors Brett Letchford, Anne Wilcox, Vincent Lee.
- Auditors Wrights Accountants
- Solicitors TBA, as required

The following positions were either unfilled, or held over.

- Director of Competition
- Chief Scrutineers
- IRB Supervisors
- OHS Officer
- Publicity Officer (North)
- Radio Adviser
- Branch Team Manager
- Branch Team Coach
- Branch Team Chaperones
- Youth Development Committee

The pending position of Director of Education was held over until the Constitution is amended.

Urgent General Business:

Resolved That the Branch affiliate with Surf Life Saving New South Wales for the 2007/08 season. Further, that the Articles, Constitution, By-Laws, Regulations and Resolutions, together with the Awards and Equipment of Surf Life Saving Australia Limited and Surf Life Saving New South Wales, be accepted without reservation.
(K Wilson / K Rayner)

Resolved: That the signatories on the Branch accounts be the President (Dennis O'Sullivan), Deputy President (Rod McDonagh), Secretary (Ken Wilson), Treasurer (Don MacKenzie) and Secretary Junior Activities Committee (Darran Stephen) with any two to sign.
(B Caldwell / K Wilson)

- Discussion was held on the vacancies in several key positions in the Competition and Junior Boards, and the future then for activities like Branch carnivals, the Branch Team and the Junior Leadership Camp.

Resolved: That Branch write formally to Clubs advising that if these key positions are not filled at the August Branch meeting that related activities may be cancelled.
(G Bell / B Caldwell)

- The draft Carnival Agreement is to be circulated and discussed at the Branch Conference.
- Proficiency Days for the north have been set -
MSH: 26th October
SWR: 1st November
HH: 9 November
KCH: 30 November
- Proficiency Days in the south will be set in consultation with the Clubs and announced soon
- The Registrar spoke about award statistics from 2007/08, highlighting key trends.
- Noted that you need to be a Level 1 Official to scrutineer competition equipment
- Kim Rayner and Matt Scully did an in-service update at the Port Macquarie Hydrotherapy Pool, resulting in a \$50 donation to the Branch.
- A Special Event Application has been forwarded onto SLSNSW for the Settlement City Challenge

Resolved: That the Special Event application be endorsed
(K Rayner / P Rayner)

- Quotes for a new Data Projector were tabled.

Resolved: That the Branch purchase a new Data Projector to the value of \$965.00.
(K Rayner / K Fisher)

- An Aquatic Emergency Flowchart was discussed. The flowchart is to be issued to all coastal emergency services.
- 2 new Senior Awards, 8 senior proficiencies and 1 Transfer were presented for endorsement.

Resolved: That these awards be endorsed and transfers be accepted.
(B Caldwell / K Fisher)

- The Treasurer noted that in addition to his report the following movements in the Branch books

<u>Income</u>		<u>Expenditure</u>	
1. Telstra	\$21,690.00	1. ATO	\$678.00
2. HH SLSC	\$130.00	2. Joyer	\$2420.00
3. WBH SLSC	\$325.00	3. Port Macquarie Trophies	\$88.00
4. Sheaves	\$75.00	4. K Rayner	\$9.10
5. McCue	\$75.00	5. Telstra	\$79.10
6. K Fisher	\$50.00	6. Zoll	\$847.99
7. PM Physiotherapy Pool	\$50.00	7. B Caldwell	\$15.00
		8. Country Energy	\$110.87
		9. K Rayner	\$180.45

<u>Club Affiliations</u>	
1. SWR SLSC	\$110.00
2. HH SLSC	\$110.00
3. WBH SLSC	\$110.00
4. MSH SLSC	\$110.00
5. TP SLSC	\$110.00
6. PM SLSC	\$110.00

Resolved: That the additional invoices be endorsed for payment and additional income be noted.
(D MacKenzie / T Hayes)

- Affiliation Forms are still outstanding from some Clubs
- Noted that the RWC performed 100 rescues last season, more than any other type
- SLSNSW have added a couple of extra compliance items that Clubs will need to meet before receiving 08/09 Cash distributions
- Reminder that vessel registrations with SLSNSW are due by 1 August 2008.

- The Branch Management Plan activities due in July were reviewed.

Month	Date	Event	Resp.	Status
July 2008	10 27	Organise RWCO Induction and Part 1 Training	DoL	Waiting on SLSNSW
		Conduct AGM	Pres	Complete
		Conduct Annual Branch Conference	Pres	On track
		Facilitate Annual Constitution Review	Pres	On track

- Upcoming Branch Management Plan activities due in August were discussed.

Month	Date	Event	Resp.	Status
August 2008	2+3	Lifesaving Agreements submitted by all Clubs	DoL	Noted
		Lifesaving Agreement submitted by RWC Team	DoL	Noted
		Conduct preseason Board of Education Meeting	Ed Off	Need date + venue
		Conduct Junior Activities Information Night	JAC	Need date + venue
	23+24 14	L1 Surf Coach Course (by SLSNSW) organised	DoC	Reviewing need for one
		Prepare Budget for next Season	Treas	Noted
		Conduct Branch Council Meeting	Pres	Noted

- Noted that a Level 1 Officials Course has been set down for Saturday 22nd November, to be run in conjunction with the Hat Head Carnival on the Sunday.
- Noted that letters are to be written to all Patrons and Advisors notifying them of their appointment and confirming their acceptance of same.

There being no further Urgent General Business, the meeting was closed at 9:15 PM.

The next ordinary meeting of Surf Life Saving Mid North Coast Branch Inc. will be held at the Branch Office on Thursday 14 August 2008 commencing at 7.30 PM.

These minutes were adopted as a true and correct record of the Annual General Meeting of Surf Life Saving Mid North Coast Branch Inc. held on 10th July 2008.

Dennis O'Sullivan
Chairman