

SURF LIFE SAVING MID NORTH COAST BRANCH Inc.
GENERAL COMMITTEE MEETING
HELD 12th MARCH 2009, AT THE KEMPSEY HOTEL.

SUMMARY

(For full details, refer to the attached Meeting Minutes)

Decisions Made:

Resolved: That the Branch accept the quote supplied by Harvey Norman (Port Macquarie) and spend \$1,342.00 on a new Computer for the Branch Office.
(K Wilson / P Rayner) CARRIED.
Note – Glen Towle declared a personal interest and abstained from the vote.

Resolved: That the Branch Championships be held on Sunday 26th April @ Bonny Hills, and that the Boat Carnival be held this Saturday (14th March) at Port Macquarie.
(P Rayner / S Stennett) CARRIED.

Notices of Motion: nil.

Actions Required:

Action	Resp.	Status
Coordinate a meeting of the Competition Review Committee	Ken	
Meet and discuss Mick's competition recommendations	Committee	
Organise meeting regarding North Coast Boat Series	DOS	
Discuss Carnival Concept with LNC and NC Branches	DOS	
Seek quotes to replace the Senior Gear Trailer	Executive	
Meet regarding Ocean Swim	Judiciary Committee	
Meet regarding Interbranch issue	Judiciary Committee	
Send yellow copies from Patrol Logs to Director of Lifesaving	Clubs	
Forward new RWCO applications to Director of Lifesaving	Clubs	
Discuss Branch Conference and advise at April meeting	Clubs	
Advise Carnivals for 2009/10 Season by April meeting	Clubs	

Upcoming Events:

- Education Meeting – 2 April 2009 @ Branch Office
- Youth Camp – 4+5 April 2009 @ Hat Head SLSC
- Branch Dinner – 23 May 2009 @ Westport Club
- Liquor Laws Presentation – date TBA @ SWR SLSC

Next Meeting:

The next meeting will be held at the Branch Office on **Wednesday 8th April 2009** commencing at 7.30 PM.

SURF LIFE SAVING MID NORTH COAST BRANCH Inc.
GENERAL COMMITTEE MEETING
HELD 12th MARCH 2009, AT THE KEMPSEY HOTEL.

The meeting was opened at 7:45PM with President Dennis O'Sullivan in the Chair.

Attendance:

Branch Officers

President	Dennis O'Sullivan	Director of Lifesaving	Paul Rayner
Deputy President	Rod McDonagh	Director of Education	Kim Rayner
Director of Admin	Ken Wilson	Registrar	Bruce Caldwell
Director of Finance	Don MacKenzie		

Club Presidents/Delegates

MSH	Chris Stewart	PM	Glen Towle, Geoff Hurkett
SWR	Kerry Fisher, James Burnett	TP	.
HH	Sue Croad	WBH	Jan Clingleffer
KCH	Maurie Fuller	CH	.

Visitors David Plews (PM SLSC), Andrew Jones (SLSNSW).

Apologies: Kim Gregory, Greg Bell, Ryan Rosenbaum, Mike Stevenson, Bob Smith, Roger Wilkinson, Richard McGovern, Greg Kings, John Vipond, Rob Oakeshott, Tony Hayes, Dave Napper.

Resolved: That the apologies be accepted.
(J Clingleffer / J Burnett) CARRIED.

Proxies: Kerry Fisher for Roger Wilkinson (SWR SLSC)
Simon Stennett for Richard McGovern (WBH SLSC)
Glen Towle for Rob Oakeshott (PM SLSC)
James Burnett for Tony Hayes (SWR SLSC)

Resolved: That the proxies be endorsed.
(C Stewart / S Croad) CARRIED.

Minutes from the Meeting held on 12th February 2009:

Resolved: That the Minutes of the meeting held on 12th February 2009 be adopted.
(C Stewart / P Rayner) CARRIED.

Business arising from the minutes:

- Interbranch Judiciary Committee has been re-formed, comprising Maurie Fuller, Graham Bingham, Rod McDonagh and DOS. Darran Stephen is to be approached to also join the Committee. Letters have been sent out to all involved, with 1 reply received thus far.
- Branch Judiciary Committee has yet to meet re Ocean Swim.
- Branch Website continues to be updated, most info is now current.
- The Liquor Licensing presentation has had to be deferred from the next meeting (due to Easter). The option of joining LNC for a joint presentation was discussed, but rejected. SWR SLSC will be the new venue with a date for the presentation (which will be separate to a Branch Meeting night) TBA.
- 3 Quotes have been obtained to purchase a new Computer for the Branch Office.

Resolved: That the Branch accept the quote supplied by Harvey Norman (Port Macquarie) and spend \$1,342.00 on a new Computer for the Branch Office.
(K Wilson / P Rayner) CARRIED.
Note – Glen Towle declared a personal interest and abstained from the vote.

Reports

Director of Administration:

The list of Correspondence is available from the Director upon request.

- A letter received from Jed Seymour's parents regarding the Interbranch matter was tabled and read

Resolved: That all correspondence be dealt with as read, and the Director's report be adopted.
(K Wilson / J Burnett) CARRIED.

Director of Lifesaving:

By now, all clubs should have their February patrols entered into Surfguard.

A reminder to all clubs. In December I asked for yellow copies of patrol logs. Some clubs are still holding their patrol log copies. Please forward them on as soon as possible.

A reminder to all prospective RWC operators. The closing date is the next Branch Meeting in April. To date, I have had about 8 applications from various clubs across the Branch. The application can be found on the club mail out that the secretary sends out.

Congratulations to all competitors that competed at the State Championships at Swansea Belmont over the past 3 weeks. I know that a number of competitors medalled at this competition and are now heading off to Aussies in Perth. Good luck to you all.

Junior Branch Championships were held successfully last weekend. Unfortunately, the Seniors were cancelled due to poor sea conditions. These will be re-scheduled to a date to be set. Thanks to the Wauchope Bonny Hills Club for hosting this competition.

It is getting close to the end of the season and all clubs should be looking at nominating members who have done work above and beyond the normal workload expected of them for the various Branch Awards.

There is an IRB Camp coming up very soon. All prospective IRB drivers and crew at your clubs should look towards this as it is a good intensive weekend to hone your skills. The southern area IRB camp will be held at the Camden Haven SLSC at the end of the season.

I would also like permission to go after a grant for more training equipment for search and rescue exercises. Equipment such as floating mannequins etc to make the training exercises more realistic. The volunteer grant would be the one most likely for us to attempt to get this equipment.

Resolved: That the Director's report be adopted.
(P Rayner / J Burnett) CARRIED.

- Noted that Paul will check the applications for those who missed out on the initial RWCO intake, and advise on their eligibility for this intake.

Director of Education:

Since the last meeting there have been numerous carnivals including Junior & Senior State, as well as deferred Branch Championships, so things have been a bit busy out in club land, so therefore we have not had many courses running, alleviating some of the extra stress.

The calendar for courses has now been set, although not all confirmed. Please get your Chief Training Officers to have a look at the dates and advise if they would like to hold any courses. I have set down a Training Officers Certificate as well as an Assessors Certificate. Please take a look at prospective members who would be great trainers and get their names to me.

Kerry & I have been involved in an Education Teleconference which was very informative. The new resources for BM & 33rd Edition Manual should be released before the next season. There is a State Combined Directors meeting in Sydney on the 16th, 17, & 18th May, 2009. Do we have permission to attend this conference/meeting. When completing ATV inductions, you need to write down the person's driver's licence number and expiry date.

I will be commencing proficiency audits now I have received every club's blue proficiency cards. Trainer and Assessor audits are also underway throughout the branch.

I have received the delivery of trainers shirts. Anyone who ordered one from me, could you please pay me \$21 for short sleeve and \$23 for long sleeve.

A Special Event form has been submitted to SLSNSW for the Morning of the Earth Concert on the 11th April, 2009 and we have received approval for us to attend as First Aid Officers.

I have today been notified that a quilt will be donated to SLSMNC Branch for us to raffle to raise funds, and this is to be put towards the purchase of first aid equipment to participate as first aiders for concerts, etc.

Due to lack of time prior to branch meetings, it has been decided that the Education Committee will meet on the 1st Thursday of the month, the next meeting will be held on the 2nd April, 2009 commencing at 6.30pm.

Resolved: That the Director's report be adopted.
(K Rayner / R McDonagh) CARRIED.

Director of Finance:

The written report from the Director of Finance was circulated at the meeting.

Account Balance as at 12 th February, 2009	\$57,944.84
INCOME RECEIVED	\$3,333.00
EXPENDITURE	\$7,647.56
Balance Carried Down	\$53,630.28
PLUS UNPRESENTED CHEQUES	\$10,331.52
LESS OUTSTANDING DEPOSITS	\$1,558.40

Statement Balance as at the 22nd February, 2009	\$62,403.40
Newcastle Permanent AccNo. 978650818	\$42,403.40
Newcastle Permanent AccNo. 929522502	\$20,000.00

Additional Accounts for payment

1. SLSNSW	\$6,696.55
2. Dolphin Surfcraft	\$1,460.00

Resolved: That the additional accounts be approved for payment, and that the Director's report be adopted.
(D MacKenzie/K Rayner) CARRIED.

- Discussion was held on the funding for the Branch RWC Team, budgets and the need for financial plans for the future for this section.
- Noted that the deposit for the use of the Junior Radios needs to be returned to the Trail Bay Triathlon Committee

Youth Development Officer:

My report tonight involves the Youth Camp, the planning of which is coming on nicely. The camp will be held over two days and one night. The dates will be 4th and 5th April. Chaperones will be required from clubs on a pro rata basis – if anyone is interested in chaperoning, they can contact me. A maximum number of participants has also been set.

Resolved: That the Officer's report be adopted.
(J Burnett / P Rayner) CARRIED.

- Noted that James shall forewarn all participants to the youth camp on behaviour codes which will be expected at the Youth Camp.

Registrar:

38 Senior Awards, 11 Senior Proficiencies, 10 Junior Awards to be processed this month

Resolved: That these awards and proficiencies be endorsed.
(B Caldwell / S Croad) CARRIED.

3 transfers received this month

Resolved: That these transfers be accepted.
(B Caldwell / K Rayner) CARRIED.

SLSNSW Support Officer:

The written report from the Support Officer was distributed to the meeting.

The Support Officer also made a presentation on the SLSNSW Club Development Program, and noted that he would soon be in contact with all Club Presidents to discuss the Program with them.

Club Reports:

Macksville Scotts Head SLSC:

- The past month has been reasonably busy with our bronze & src squad due to be assessed on the 21 March this will give our patrols a boost of 24 new members
- the club's youth committee has been outstanding success with them reasonably purchasing a pool table for the club they have been running game nights on a Friday night this has generated a lot of interest within the youth of our club there is also a lot of new members being attracted to the club
- finally at the recent state championships our 240 boat crew won bronze

South West Rocks SLSC:

- Verbal report given

Hat Head SLSC:

- Nothing exciting happening at Hat Head.
- Year drawing to a close.
- Looking forward to future after a very quiet year, both nippers & seniors.
- Have plans completed & ready to lodge with council for renovations to Club House.
- Meeting this Sunday to discuss Senior Presentation.
- Have received all equipment that we successfully applied for with "government grant" - photocopier/fax, computer, white board, already for some training to commence over off season.

Kempsey-Crescent Head SLSC:

- Verbal report given

Port Macquarie SLSC:

- Port Macquarie Junior club will be holding its carnival on 14 & 15 March 2009 and is expecting a good turnout and some visiting clubs will be attending. Shelly Beach SLSC is sending a large contingent to the carnival.
- We have a small group attending the Australian Titles in Perth with the club being represented in the master's events and open events.
- Members competed successfully at the State Championships.
- Bronze squads continue to be strong as well as members obtaining further awards.

Tacking Point SLSC:

- No report

Wauchope Bonny Hills SLSC:

- Wauchope-Bonny Hills SLSC has taken delivery of a Davenport Patrol Tower, worth approx \$9,000. Will be a great asset on patrols.
- Thank to all branch members who assisted with the organization, water safety, officiating at the branch championships. Apologies for the water & rain conditions on days selected – can not plan these things.
- Club Annual presentations will be held on May 9th and Junior Activities will be held this coming Sunday afternoon.
- WBH Boat Rowers are proud of their achievement in winning the Club Championship at the NW Boat Rowers final last weekend at Yamba. The boat section has developed significantly over the past couple of seasons with many young rowers, both male and female, and masters crews.
- WBHSLSC is investigating equipping its IRB's with PDF2's for the safety of its crewperson and drivers.

Camden Haven SLSC:

- No report

General Business:

- Discussion was held on the Branch Championships, which were again postponed due to rough seas.

Resolved: That the Branch Championships be held on Sunday 26th April @ Bonny Hills, and that the Boat Carnival be held this Saturday (14th March) at Port Macquarie.
(P Rayner / S Stennett) CARRIED.

- Noted that Ryan Rosenbaum received a High Commendation in the SLSNSW “Lifesaver of the Year” award.
- While the Branch Junior Lifesavers of the Year missed out on the State award, they spoke highly of the eventual winners
- The proposed Branch survey has been review, with a couple of additional questions to be added
- Noted that the NBN sponsorship is still current, contact Mike Rabbitt or the Coffs Harbour office.
- Some comments have been received regarding the apparent lack of communication regarding notification of the Branch Champs going ahead or being called off. Noted that Branch needs to develop and document protocols in this regard.
- SWR SLSC has a trailer for sale. Contact Rod for details
- Branch Management Plan was updated for March. A copy of the Action Sheet will accompany these Minutes.
- Discussion was held on the intention of Branch to hold a Branch Conference this coming off-season. Clubs asked to discuss and respond whether they would support such an event and if so what topics should be included on the program.
- Clubs were asked to submit dates for 2009/10 Carnivals to Ken prior to the April Branch meeting, where a Competition Calendar will be set.
- Noted that the WBH SLSC assessment has been changed to 19th March, with CH SLSC set to also attend
- Branch Dinner will be held on Saturday 23rd May 2009, at the Westport Club.

There being no further discussion the meeting was closed at 9:55PM.

The next meeting will be the held at the Branch Office on **Wednesday 8th April 2009** commencing at 7.30 PM.

These minutes were adopted as a true and correct record of the General Committee Meeting of Surf Life Saving Mid North Coast Branch Inc. held on 12th March 2009.

Dennis O’Sullivan
Chairman



BRANCH COURSES 2008-2009

DATES	COURSE	VENUE	FACILITATOR	COST
MARCH				
21st	Spinal Management	MSH		\$10.00
23rd & 25th	Senior First Aid	Branch Office	Paul	\$75.00
31st & 2nd May	SM Beach Management	Branch Office	Paul	\$10.00
APRIL				
2nd	Education Committee	1st Thursday Month	6.30pm	Branch
6th	SFA Course - External	Masters Builders Office	Kim	\$75.00
14th,15th & 16th TBC	ARC/Defib Course	WBH	Kim/Paul	\$10.00
21st, 22nd	Advanced Emergency Care	Branch Office	Anne	\$10.00
18th	Training Officers Certificate	Branch Office	Kim/Paul	\$10.00
MAY				
2nd & 3rd	IRB Camp	Camden Haven	Paul	app \$50
7th	Education Committee	Branch Office	6.30pm	
14th	Branch Meeting	Kempsey	7.30pm	
19th & 20th	SFA Course			\$75.00
29th, 30th & 31st	Assessor Certificate	Branch Office	Kim/Judy	\$15.00
JUNE				
	Basic Beach Management			\$10.00
	ARC/Defib Course			
JULY				
16th	Senior First Aid Course External	Masters Builders Assoc	Kim	\$75.00
AUGUST				
4th	Community Education Program	Japanese School Visit	Flynns	

SLSMNC – Action Sheet 2008/09 – Updated March 2009

Month	Date	Event	Resp.	Venue	Status
July 2008	10 27	Organise RWCO Induction and Part 1 Training Conduct AGM Conduct Annual Club Conference Facilitate Annual Constitution Review	DoL Pres Pres Pres	Kempsey Hotel	Complete Complete Complete Complete
August 2008	14	Lifesaving Agreements submitted by all Clubs Lifesaving Agreement submitted by RWC Team Conduct preseason Board of Education Meeting Conduct Junior Activities Information Night L1 Surf Coach Course (by SLSNSW) organised Prepare Budget for next season Conduct Branch Council Meeting	DoL DoL DoE JAC DoSS DoF Pres	Port Macquarie Tacking Point Branch Office	Complete Complete Complete Complete Not this season Complete Complete
September 2008	11	Conduct preseason Board of Lifesaving Meeting Beach Management Plans reviewed for all Clubs Patrol Rosters received from all Clubs Patrol Roster created for RWC Team Emergency Call Out List received from all Clubs Conduct preseason Board of Surf Sports Meeting Preseason Newsletter to key stakeholders Conduct Branch Council Meeting	DoL DoL DoL DoL DoSS Pres Pres	Kempsey	Complete Waiting on some Clubs Complete Complete Waiting on some Clubs No Director, no meeting Complete Complete
October 2008	9	Conduct Patrol Inspection Round 1 Conduct Branch Council Meeting Conduct in-season Board of Education Meeting	DoL Pres DoE	Branch Office	Complete Complete Complete
November 2008	13	Conduct L1 Officials course Conduct Junior Lifesavers of the Year selections Conduct Branch Council Meeting	DoE JAC Pres	Kempsey	Complete Complete Complete
December 2008	13+14 11 5/6/7	Conduct Patrol Inspection Round 2 Take Branch Team to Interbranch Championships Conduct Branch Council Meeting Conduct annual U13/14 Leadership Program	DoL DoSS Pres JAC	Port Macquarie	Complete Complete Complete Complete
January 2009	22	Mid Season newsletter to key stakeholders Conduct Branch Council Meeting	Pres Pres	Kempsey	Complete Complete
February 2009	14/15 12 15 12	Conduct Patrol Inspection Round 3 Conduct Branch Championships Conduct in-season Board of Education Meeting Recognise Junior Lifesavers of the Year Conduct Branch Council Meeting	DoL DoSS DoE JAC Pres	Bonny Hills Office Bonny Hills Port Macquarie	In progress Deferred due to surf Complete Complete Complete
March 2009	12	Conduct Branch Council Meeting	Pres	Kempsey	Complete
April 2009	8	Conduct Patrol Inspection Round 4 Conduct Branch Council Meeting	DoL Pres	Branch Office	
May 2009	23 14	Conduct Branch Awards of Excellence End of Season newsletter to key stakeholders Conduct Branch Council Meeting Conduct post season Board of Lifesaving Meeting Conduct post season Board of Surf Sports Meeting Conduct post season Board of Education Meeting	Pres Pres Pres DoL DoSS DoE	Westport Kempsey	
June 2009	11	Conduct annual Presidents Dinner Complete Annual Report Complete Audited Financial Report Conduct Branch Election Meeting	Pres DoA DoF Pres	Branch Office	