

**SURF LIFE SAVING MID NORTH COAST BRANCH Inc.**  
**GENERAL COMMITTEE MEETING**  
**HELD 11<sup>h</sup> SEPTEMBER 2008, AT THE KEMPSEY HOTEL.**

**SUMMARY**

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

**Decisions Made:**

Resolved: That Branch contribute \$400 to the Stephen Family  
(P Lambert/K Wilson) CARRIED.

Resolved: That the nomination from James Burnett be accepted for the position of Chairperson of the Youth Development Committee.  
(P Rayner/K Rayner) CARRIED.

Resolved: That the nomination for Director of Education from Kim Rayner be endorsed.  
(P Rayner/T Hayes) CARRIED.

Resolved: That the Junior Account be closed, and all monies transferred into the Senior Account.  
(D MacKenzie/K Rayner) CARRIED.

Resolved: That the Branch shall write to Tacking Point SLSC regarding the outstanding payment from the 2007 Club Conference.  
(D MacKenzie/K Rayner) CARRIED.

**Notices of Motion:**

nil.

**Actions Required:**

Action	Resp.	Status
Forward the email from SLSNSW re Surf Boat Sweeps to all Clubs	Ken	
Review list of Sweeps, and advise Branch of discrepancies or errors	All Clubs	
Coordinate a meeting of the Competition Review Committee	Ken	
Meet and discuss Mick's competition recommendations	Committee	
Promote vacancies on Branch to members	All Clubs	
Make Branch Team arrangements for Interbranch Championships	Executive	
Forward Club Contacts and Affiliation forms to Branch	All Clubs	
Discuss Finance Resolution with Junior Committee	DOS/Don	
Promote NCAS squad applications to members	All Clubs	
Promote Junior Lifesaver of the Year to U14 Nippers	All Clubs	

**Upcoming Events:**

- Branch "Raising of the Flags" Ceremony on 27 September 2008, 9am @ Flynn's Beach
- Patrol Captains Forum in Port Macquarie on Saturday 11 October 2008
- Gear Inspections and Scrutineering in October. Details TBA
- Junior Carnival at Port Macquarie on 26<sup>th</sup> October
- Junior Lifesaver applications close with Branch on 26<sup>th</sup> October.
- Junior Lifesaver Interviews on 8<sup>th</sup> November at Branch Office
- Settlement City Challenge on 17 November 2008, 12pm – 4pm.
- Officials Course set down for November. Details TBA.

**Next Meeting:**

The next meeting will be held at the Branch Office on the 9<sup>th</sup> October 2008 commencing at 7.30 PM.  
Written reports from all Branch Officers and Clubs are due with the Secretary by Tuesday 7<sup>th</sup> October 2008.

**SURF LIFE SAVING MID NORTH COAST BRANCH Inc.**  
**GENERAL COMMITTEE MEETING**  
**HELD 11<sup>h</sup> SEPTEMBER 2008, AT THE KEMPSEY HOTEL.**

The meeting was opened at 7:40PM with President Dennis O'Sullivan in the Chair.

**Attendance:**

Branch Officers

President	Dennis O'Sullivan	Registrar	Bruce Caldwell
Deputy President	Rod McDonagh	Acting JAC Chairperson	Peter Lambert
Secretary	Ken Wilson	Education Officer	Kim Rayner
Treasurer	Don MacKenzie	Education Officer	Kerry Fisher
Director of Lifesaving	Paul Rayner		

Club Presidents/Delegates

MSH	Chris Stewart	PM	Jeff Polverino
SWR	Tony Hayes, Damian Treloar	TP	
HH	Susan Croad	WBH	Simon Stennett
KCH	Greg Kings	CH	

Visitors      Tony Silvia (SWR SLSC), Andrew Jones (SLSNSW).

**Apologies:**      Greg Bell, Chris Bell, Mick Lang, Maurie Fuller, Dave Napper, Kim Gregory, Roger Wilkinson, Ryan Rosenbaum, Mike Stevenson, Jan Clingeffer, Robert Oakeshott, Peter Besselling, Julie Tancred.

Resolved:      That the apologies be accepted.  
(R McDonagh/T Hayes) CARRIED.

**Proxies:**      Damian Treloar for Roger Wilkinson (SWR SLSC)

Resolved:      That the proxy be endorsed.  
(R McDonagh/T Hayes) CARRIED.

**Minutes from the Meeting held on 14<sup>th</sup> August 2008:**

**Business arising from the minutes:**

- Written nomination for Jeff Polverino (Branch Team Coach) has been received
- Email to Clubs regarding their accredited sweeps still needs to be sent out
- Competition Review Committee is yet to meet

**Reports**

**Director of Administration:**

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

- VALE – Marilyn Stephen

Resolved:      That Branch contribute \$400 to the Stephen Family  
(P Lambert/K Wilson) CARRIED.

- Club Contact Forms and Affiliation Forms are outstanding from some Clubs.
- Settlement City challenge has been deferred until 17 November 2008, 12pm – 4pm. Info will be sent out soon.
- A Branch "Raising of the Flags" ceremony will be held on 27 September 2008. Seeking Club support for this event.
- James Burnett has submitted an application for Youth Development Officer.

Resolved:      That the nomination from James Burnett be accepted for the position of Chairperson of the Youth Development Committee.  
(P Rayner/K Rayner) CARRIED.

- Noted that DOS and Ken have been handling Carnival and Branch Team matters in the absence of a Director of Surf Sports.

### **Director of Lifesaving and Education:**

As this is my last report as Director of Lifesaving and Education, I would first like to welcome the new Director of Education to their position and hope that they enjoy the role as much as what I have done during my term as DOLE.

We held the Trainers, Assessors and Facilitators Workshop on Wednesday 28 August 2008 at the Girl Guide Hall in Hollingsworth Street, Port Macquarie. There was a good roll up to this night with all clubs attending. There are still a number of assessors that need to do this workshop and the Director of Education will probably catch up with those people in the ensuing weeks. A special thank you to the Girl Guides for allowing us the use of the Hall for the evening, and to Bels Bakery and the Westport Canteen who supplied the supper.

Proficiencies begin this weekend on Saturday at Port Macquarie SLSC. Please inform your members that this is the first of 8 proficiency days within the branch. Need assessors for this to be a success so please roll up and lend a hand.

Basic Beach Management Courses have now been conducted and have been well attended. Please remember that it is a requirement that a member of the patrol, preferably the patrol captain, hold the award for the coming season. I will be checking the Patrol Rosters as they come to me from the clubs to see compliance of this policy.

Advanced Emergency Care Course will be conducted at South West Rocks SLSC this Sunday. All interested members are welcome provided you have the necessary pre-requisite awards to attend this course. Facilitator will be Anne Walsh.

All clubs need to get me their rosters ASAP, preferably prior to the commencement of the season.

A NSW SLS presentation day for Patrol Captains and Club Captains will be held at Port Macquarie on Saturday 11 October 2008, tentatively booked in at the Girl Guide Hall again. Will confirm by email and send email flyer out in the near future. All clubs should at least get 5 patrol captains to the presentation and also make an effort for Club Captains and Vice Captains to attend. Lunch will be provided on the day. Commencing time will be 9.00am.

All equipment checklists have been printed and will be circulated tonight to Club Supervisors. I have noted that some clubs have not inputted information into Surfguard properly and will discuss this with the individual clubs.

Lifesaving Service Agreements have now been sent to State Centre for approval and ratification. Only one club is outstanding with this and they are awaiting the decision by the State Director of Lifesaving for approval for shortened hours.

RWC training is still ongoing with the loan ski coming from NSW SLS on 17 September 2008 for use by members in training.

Beach Management Plans will need to be discussed with club captains in the near future.

3 Members attended the Scrutineering Course in Sydney on 21 August 2008. Will be scrutineering competition equipment in October so will be in contact with clubs to organise dates for this. As there is a number of new scrutineers in the branch, I am asking that clubs supply at least 3 members to assist with the scrutineering of the equipment. We are there to do the job, not collect equipment and put it away.

Officials Course set down for November. Any parties interested, to see Kim Rayner.

**Resolved:** That the Director's report be adopted.  
(P Rayner/T Hayes) CARRIED.

Discussion was held over the split of Lifesaving and Education, and it was noted that with the adoption of the new Constitution, the split is now complete.

**Resolved:** That the nomination for Director of Education from Kim Rayner be endorsed.  
(P Rayner/T Hayes) CARRIED.

**Registrar:**

AWARDS		SNR PROF	
ASS/BM	1	ARC	19
DFC	2	TOC/ARC	3
SM/BBM	18	ASS/ARC	6
		ASS/BM	11
		ASS/DFC	3
		DFC	18
<b>Total</b>	<b>21</b>	<b>Total</b>	<b>60</b>

Resolved: That these awards and proficiency be endorsed.  
(B Caldwell/K Rayner) CARRIED.

TRANSFERS	LOOSING CLUB	GAINING CLUB	ENDORSED	TYPE
John Brenton	Kempsey Crescent Head	South West Rocks	11/09/2008	Full Transfer
Bruce McIntosh	Port Macquarie	Tacking Point	11/09/2008	Full Transfer

Resolved: That these transfers be accepted.  
(B Caldwell/D Treloar) CARRIED.

- Noted that the Branch Individual Proficiency Work Card has been updated for this season
- Discussion was held on the process for Junior Proficiencies.

Resolved: That the Registrar's report be adopted.  
(B Caldwell/T Hayes) CARRIED.

**Director of Finance:**

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

Junior Account Balance as at 14 <sup>th</sup> August, 2008	\$15,036.16
INCOME RECEIVED	\$581.00
EXPENDITURE	\$0
Balance Carried Down	\$15,617.16
PLUS UNPRESENTED CHEQUES	\$0
LESS OUTSTANDING DEPOSITS	\$0
<b>Statement Balance as at the 29<sup>th</sup> August, 2008</b>	<b>\$15,617.16</b>

Senior Account Balance as at 14 <sup>th</sup> August, 2008	\$50,709.58
INCOME RECEIVED	\$400.00
EXPENDITURE	\$3,623.46
Balance Carried Down	\$47,486.12
PLUS UNPRESENTED CHEQUES	\$2,885.66
LESS OUTSTANDING DEPOSITS	\$5,480.00
<b>Statement Balances as at the 22<sup>nd</sup> July, 2008</b>	<b>\$55,871.78</b>
Newcastle Permanent AccNo. 978650818.	\$35,871.78
Newcastle Permanent AccNo. 929522502	\$20,000.00

Additional Accounts for payment

1. P Rayner	\$
2. SLSNSW	\$16.50
3. P Rayner	\$12.95
4. P Rayner	\$13.90
5. C Smith	\$200.00

Resolved: That the additional accounts be approved for payment.  
(D MacKenzie/S Croad) CARRIED.

It was noted that with the adoption of the new Constitution, the requirement to provide separate financial reports for Junior and Senior accounts was no longer needed.

Resolved: That the Junior Account be closed, and all monies transferred into the Senior Account.  
(D MacKenzie/K Rayner) CARRIED.

This Resolution will be discussed with the Junior Committee prior to the Account being closed.

Resolved: That the Branch shall write to Tacking Point SLSC regarding the outstanding payment from the 2007 Club Conference.  
(D MacKenzie/K Rayner) CARRIED.

Resolved: That the Director's report be adopted.  
(D MacKenzie/S Croad) CARRIED.

### **Support Operations Committee:**

My apologies for my absence tonight. Over the last month the support operations has been in full swing with the training of the 7 new candidates, with may thrills and spills the training is pushing on quite quickly with hopefully a November finish ready for the tough new season, with the expansion of the members in the service this year the patrolling operations expanding to cover the northern part of the branch more regularly.

This week the arrival of the loan ski from surf NSW will mean that the training can be better run. With less down time for all operators.

Firstly I would like to put a proposal to the committee for the support in purchasing another jet ski for the northern part of the branch. At the moment Tony Silvia is putting forward proposals for two businesses, Coastline Community Foundation for \$5000, and local directories for \$6582. And I am also seeking permission to apply for the NSW Sport and Recreation grant (\$4\$) and the Yamaha club rescue grant which is also (\$4\$) for the purchase of a secondary ski. If all goes well the branch would not have to pay any set up costs of the ski, but we would still have to brace ourselves if the grants don't come off.

Secondly I would also like to seek permission to go ahead with the Australian Governments Volunteers grant for the following pieces of equipment, Radio helmet, 4 PFD's, Epirb, throw rope, Rescue Tube, first aid kit and flares.

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

### **Emergency Services Coordinator (North):**

- There was 2 calls received from the State Duty Officer over the weekend.

### **Branch Team:**

- Noted that Ken and DOS are taking care of arrangements and planning for the Team.
- A quote has been received for a Coach/Bus, with further options to be explored.
- Noted that Jeff Polverino will be consulted regarding details, and planning will continue.
- Rod McDonagh offered his assistance in preparing a Budget, and sourcing accommodation.
- The consensus was that Branch should continue planning towards send a Team to Interbranch Championships.

### **Branch Team Coach:**

Noted that North Coast Academy of Sport nominations are open now, and close on 19<sup>th</sup> September. Please promote this to interested members, and encourage them to apply.

### **Surf Sports / Carnivals:**

In the absence of a Director of Surf Sports, DOS forwarded the following information;

- a program for Junior Carnivals has been made available by Mike Stevenson, and this shall become the template
- the program from Country Championships, and shall become the template for Senior Carnivals
- Clubs can add or delete events selectively from these base programs
- Clubs are to nominate the Referee to Branch, who will endorse it suitable.

### **Junior Activities Committee:**

- Junior Lifesaver of the Year Judging Panel is Pete Lambert, Maz Rickwood, Tom Arndell, Alia Lievore, with NPBS to be approached to participate also.
- JLOTY Applications with Resumes close with Branch prior to the first carnival on 26<sup>th</sup> October.
- JLOTY Interviews will be held at the Branch Office on 8<sup>th</sup> November
- Interbranch Team arrangements were discussed.
- Discussion was held on the future of the Junior Committee, with a possible restructure to better service the youth and avoid duplication of resources (both personnel and equipment) and activities.

### **Club Reports:**

#### **Macksville Scotts Head SLSC:**

- written report submitted
- the requested Proficiency Date change was approved

#### **South West Rocks SLSC:**

- Club supported recent Yarrahappini Festival with IRB aquatic display.
- Thirty new members should complete training for awards. Training officer Kerry Fisher to set final date for assessments
- Competition Director, Leon Robinson has flagged training dates in upcoming school holidays with pool and beach activity.
- Junior Activities and seniors have had three sign on days, one left to go.
- Board and ski captain has obtained new soft rescue board and all others repaired and ready for season ahead.
- Facilities manager has organised maintenance for bar fridges.
- IRB Captain, Damion Treloar reported two of three engines have been serviced, the third is ready and will be in the Club for next weekend. All three boats in working order.
- Boat Captain reported boats need attention and has plan under way.
- 90th Anniversary Dinner Committee has met again and progress is satisfactory.
- Junior Activities will commence 19th October.
- Patrols, dates times and members have been prepared and will commence Saturday 27th September. It is envisaged 12 Patrols will be on SWR beaches this season.
- Anxiously awaiting building grant application result.

#### **Hat Head SLSC:**

- AGM was held on Monday 4th August. Only position that remains vacant is the Radio Officer, which I'm sure we will Rego Day this Sunday 14th September. Cleanup, Meeting, Risk Assessment, Inductions for new members etc etc etc.
- James Burnett will be attempting to hold our first Youth Committee Meeting. He has sent letter of expressions of interest to assist at branch with Branch Youth Committee (letter already on forwarded to Ken & Dos)
- Our Club passes on our condolences to Darren Stevens & family.
- I have forwarded a letter to Kempsey Shire Council advising them of our Patrol Hours for the season & logged application to host Branch Junior Carnival on 23rd Nov 2008.
- We finally have completed subdivision plans from surveyor & will now start our negotiations of new lease & rentals with Lands Department & Council.
- We have an additional patrol this season, bringing total to 5. Now we only have to do 10 full day patrols. Copy of Roster Edition 1 has been sent to Paul.
- We will have a boat crew this season & have carnival entries for all Boat Series. They/We are seeking a blanket approval for boat crew to compete outside branch. First Carnival will be at Yamba on 27th & 28th September 2008.
- Bronze & SRC squads going well.

#### **Kempsey-Crescent Head SLSC:**

- Some key positions still unfilled
- Need more ARC holders, seeking Branch assistance to run a course
- Have plenty of interest for a SRC course, but need help from another Club's Training Officer

#### **Port Macquarie SLSC: no report**

#### **Tacking Point SLSC:**

- Peter Hennessey has returned from World Championships with 2 x Gold Medals (O/60 Ironman & O/60 Board) and Silver in Ski and sprint.
- Juniors had their first Rego day last Saturday. All went well with new members joining.
- 08/09 Patrol Roster has been finalised and forwarded to all patrolling members.
- Dane Rickwood is again lining up for the Coolangatta Gold in October, 2008.

- The Club received a new racing ski as part of a donation from the Port Macquarie Ironman Committee. This ski will be used by Dane at Coolangatta Gold.
- It is with regret that I announce the passing of Marilyn Stephen after a long battle with illness last weekend. Marilyn is the wife of Tacking Point & Mid North Coast Junior Secretary, Darren Stephen. Our thoughts are with Darren and his family at this sad time. The funeral for Marilyn will be held at the Uniting Church, Port Macquarie, next Wednesday 17/9/08 at 10.30am.

#### **Wauchope Bonny Hills SLSC:**

- Richard McGovern attended a National Leadership Workshop in Sydney over the weekend of 16 & 17<sup>th</sup> August. He found matters discussed will be beneficial to WBHSLSC in the future and supported the direction that the club is currently taking.
- Preparations are well underway for the 50<sup>th</sup> anniversary milestone. A history book and DVD are being produced by Bob Smith, Polo Shirt and 2 pac of Cassegrain wine will also be available – Orders can be made. Email invitations will be forwarded to all clubs and if you have a past member of WBHSLSC please pass on.
- Proficiency Date has been set for 21<sup>st</sup> September and Open Day for Registration and membership fees payment on 28<sup>th</sup> September.
- New boat has arrived and boat rowers are looking forward opportunities of promoting the sponsor.
- The club is producing a monthly newsletter to keep members informed of activities within the club and branch – other clubs are welcome to promote their carnivals etc. Publication date is middle of each month.

#### **Camden Haven SLSC:**

- After contacting many of our senior members, we've just about formalized our patrol roster for the new season. Hopefully many of the young bronzes we put through last season will be available for patrols and competition this year.
- Our Club renovations are well on the way and hopefully won't take too long to finish. The end result should be well worth the wait. The renovations include an extension to our work area downstairs and the construction of an internal access with lift for disabled access in the future.
- We're having a clean up at the Club house this weekend to ready ourselves for the oncoming season. As you can imagine downstairs is a construction site at present and we are hoping to get things ship shape for two weeks time. Our IRB motors, oxyviva's, defib and tractor all require servicing.
- We're still waiting for delivery of our boards & rescue tubes from the \$4\$ grant. We were successful in obtaining 3 new boards and 2 tubes through the grant. Thanks to the Rayners, a Sydney Club and Port SLSC for their assistance with their old boards. They will be greatly appreciated.
- Our proficiency date has been set for 29.11.08 and hopefully we will have a good roll up for that
- Wishing all clubs a safe and successful season.

#### **General Business:**

- \$4\$ Funding Program is now open, and closes on 26<sup>th</sup> September.
- A Special Event Application from Tacking Point was received (for First Aid & Water Safety at the Festival of the Sun)
- Training Officer Course being held on 20<sup>th</sup> September
- Stan Keifer (SWR SLSC) runs OHS Courses and Green Card accreditations. Info will be circulated soon.
- Grants / funding for the proposed northern RWC are being investigated and sourced
- Promoting Board Riding at Branch carnivals again this season.
- WBH SLSC are meeting with Port Macquarie-Hastings Council this week regarding beach usage at Rainbow Beach.
- On behalf of the Branch, AJ has forwarded Club and Branch Contact details onto Telstra, for the upcoming Co-marketing campaign (as per previous years).
- An "On the Same Wave" resource kit was handed out to each Club.
- The Branch Management Plan activities were reviewed, the updated Plan is attached.

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

The next meeting will be held at the Branch Office on the 9<sup>th</sup> October 2008 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 11<sup>th</sup> September 2008.

Dennis O'Sullivan  
Chairman