

SURF LIFE SAVING MID NORTH COAST BRANCH Inc.
GENERAL COMMITTEE MEETING
HELD 9^h OCTOBER 2008, AT THE BRANCH OFFICE.

SUMMARY

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

Decisions Made:

- Resolved: That the Branch proceed with planning for the Branch Team.
(G Bell/M Dawson) CARRIED.
- Resolved: That Branch write to SLSNSW clarifying if the North Coast Boat Series is currently affiliated with anyone, under if so under what conditions.
(G Bell/J Clingeffer) CARRIED.
- Resolved: That the members be endorsed to attend and assist at the Port Macquarie Races this weekend.
(P Rayner/K Rayner) CARRIED.
- Resolved: That the Branch items remain in the \$4\$ Grant priority list.
(G Bell/D Napper) CARRIED (with 3 members opposed).

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	
Make Branch Team arrangements for Interbranch Championships	Executive	
Promote Junior Lifesaver of the Year to U14 Nippers	All Clubs	
Advise Branch of their Club's youth contact	All Clubs	

Upcoming Events:

- Gear Inspections and Scrutineering in October. Details TBA
- CHS School Surf League at Bonny Hills on Friday 24th October.
- Junior Carnival at Port Macquarie on 26th October
- Junior Lifesaver applications close with Branch on 26th October.
- Camden Haven proficiency day on Sunday 2nd November
- Junior Lifesaver Interviews on 8th 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 Kempsey Hotel on the 13th November 2008 commencing at 7.30 PM.
Written reports from all Branch Officers and Clubs are due with the Secretary by Tuesday 11th November 2008.

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GENERAL COMMITTEE MEETING
HELD 9^h OCTOBER 2008, AT THE BRANCH OFFICE.

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

Attendance:

Branch Officers

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

Club Presidents/Delegates

MSH	Greg Bell, Chris Stewart	PM	Steve Filetti
SWR	Ian Everingham	TP	Mitch Dawson
HH	Susan Croad	WBH	Jan Clingeffer
KCH	.	CH	Dave Napper

Visitors Ryan Rosenbaum (Support Operations), Andrew Jones (SLSNSW).

Apologies: Chris Bell, Kim Gregory, Roger Wilkinson, Mike Stevenson, Robert Oakeshott, Julie Tancred, Richard McGovern, Scott Oxenford, Graham Bingham, Tony Hayes, Rod McDonagh, Peter Lambert, James Burnett.

Resolved: That the apologies be accepted.
(P Rayner/S Filetti) CARRIED.

Proxies: Ian Everingham for Tony Hayes (SWR SLSC)

Resolved: That the proxy be endorsed.
(S Croad/B Caldwell) CARRIED.

Minutes from the Meeting held on 11th September 2008:

Resolved: That the Minutes of the meeting held on 11th September 2008 be adopted.
(B Caldwell/P Rayner) CARRIED.

Business arising from the minutes:

- Letter to Tacking Point SLSC has been written
- In the Director of Finance report, the first additional account for payment was missing the amount, which was \$414.50
- SLSNSW has advised of outstanding compliance items, Branch has been chasing these up with Clubs
- WBH SLSC meeting with PM-HC was positive and fruitful
- Noted that WBH SLSC and Branch have to submit a DA to Council to receive permission to use Rainbow Beach for any purpose (including Nippers, Carnivals etc.)

Reports

Director of Administration:

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

- Branch has purchased a new photocopier
- Rod McDonagh, Bruce Caldwell, Ken Wilson and DOS are authorised to sign competition entries out of the Branch
- Information (including a Budget) regarding the Branch Team has been received from Rod McDonagh

Resolved: That the Branch proceed with planning for the Branch Team.
(G Bell/M Dawson) CARRIED.

- A Letter from the North Coast Boat Series was received seeking affiliation with all Branches within it area of operation.

Resolved: That Branch write to SLSNSW clarifying if the North Coast Boat Series is currently affiliated with anyone, under if so under what conditions.
(G Bell/J Clingeffer) CARRIED.

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

Director of Lifesaving and Education:

Patrols have started on all beaches and all clubs have reported no problems so far. If anything arises in the way of problems, I would like to know about them straight away so we can rectify them.

Radio system appears to be up and running and no problems reported.

Club/Patrol Captains conference this Saturday at 9.00am, Girl Guides Hall, Hollingworth Street, Port Macquarie. So far I have heard from five clubs re attendance. I need to know by tomorrow afternoon of the numbers attending as I need to cater for the event.

By now, all clubs should have had their gear inspections completed. If they have not been done, please contact your Club Supervisor and have them done ASAP. I need the forms back to me by the end of the month.

A successful Resuscitation was carried out at Macksville Scotts Head SLSC on Tuesday of this week, by Jason O'Donnell. Defibrillator was used on the patient who responded after the use of the equipment. Well done to Jason and the MSH SLSC for having the equipment there for use. If any club has a spare set of Laerdal Heart Start Defibrillator Pads, could you please see Chris Stewart after the meeting as MSH needs a set for Patrol this weekend, and they will organise to get you a set in return.

ATV Inductions must be held prior to patrol members driving on patrols. An appointed person at all clubs needs to run these inductions.

There is a push for standardising uniforms across the State. Award Members to wear patrol caps on patrols, but not to get involved with Rescues. Patrol Captains may have a different uniform for the next season. Looking at ways to identify the leader of the patrol as now all members look exactly the same. All clubs who wish to screen print their uniforms with Patrol Captain down sleeves or some place that is prominent, can do so.

13 SURF number is working well with over 400 calls and 31 lives saved in the short term since its inception. Police and emergency services are praising all persons who have responded to these calls so far and hailing it as a great success.

A reminder that all equipment must be registered in Surfguard in separate entries. A blanket entry of five rescue boards and 16 rescue tubes is not sufficient. Also, another reminder about IRB tow ropes. There is a new standard so please adhere to it.

A reminder to all clubs. When utilising the Surf Lifesaving Uniform for any tv media or photographic shoot, please remember that it is a requirement that the full uniform is to be worn at all times which includes the patrol cap. I have seen two instances in the past week where members have used the uniform at difeerent functions, ie Carnival of the Pines Float and a candidate for the upcoming State Election where the patrol uniform has been used and the cap is not visible. If you look under the uniform policy, it clearly states that the three pieces of uniform should be visible. This is a carry on from the last Directors warning about the phone directory front page.

Just on uniforms, I have done some quick inspections of clubs and have noticed that some patrols are still not wearing the patrol cap. This is a mandatory piece of patrol uniform and will be policed this season. John Restuccia will be here on Saturday for the Conference and he will no doubt re-inforce this fact.

Seeking permission to have some members assist at the Port Macquarie Races tomorrow. They will be putting armbands on 18 to 25 year olds so they do not have to show id when purchasing alcohol. The members will be stationed with Security Officers at the front entry to the racecourse and will be given a \$400.00 donation to the Branch. I would like to see this money go towards the Support Operations Budget.

No fatalities to date in the surf, and hopefully lets keep it that way.

Resolved: That the members be endorsed to attend and assist at the Port Macquarie Races this weekend.
(P Rayner/K Rayner) CARRIED.

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

Director of Education:

Since taking on the role as Director of Education we have had a busy month. We have had the following take place:-

- State Audit – the feedback from this verbally was that we are well on the way of being compliant
- A fundraising BBQ for the Support Operations was planned and has taken place – raising \$1,500.00 for the Support Operations.
- Held our Education Committee meeting tonight prior to this meeting, where the training calendar has been set for the coming months. The following courses have had dates set for training:-
 - Basic Beach Management (Patrol Captain)
 - Senior First Aid
 - Spinal and
 - Defibrillation.

I have participated in planning meetings for the Combined High School Surf Carnival that is being held on Friday 24th October, 2008 at Wauchope Bonny Hills Surf Life Saving Club. Assistance is required from any willing helpers to assist in running the carnival, water safety, IRB drivers and crew.

So far we have held two branch proficiency days, the first at Port Macquarie and the second at Wauchope Bonny Hills. From all accounts these have worked extremely well – even the sceptics of these days have changed their minds and see the benefits of one proficiency day. Some extremely good feedback from the participants. There is a change of date for Camden Haven to the 9th November, 2008.

For the next meeting I require delegates to come back with feedback from the Junior Age Manager's Resources. ie. how they are working, whether they like the resources, find it easy, etc. In consultation with Peter Lambert we have ordered sets of the Age Manager's resources for clubs.

There are new Surf Survival resources available soon. There are changes in the way this is run and assessed, but more to come when the resources are released.

There are new resources being released in November they are as follows:-

- ARC/Defib
- IRB Crew
- IRB Driver
- Spinal
- Trainer
- Assessor
- SFA – Health Package

A copy of the training calendar will be attached to the minutes of this meeting, emailed and put onto the website. It is great to see that a majority of members are further educating themselves, all for the benefit of Surf Life Saving and themselves. We have had members attend Silver Medallion Basic Beach Management since the 1st July, 2008. As this is an award that is necessary for all Patrol Captains to obtain before the 31st December, 2008. Congratulations should be sent back to your members on an outstanding effort.

If anyone has any questions in relation to education please feel free to contact me at any time and I will attempt to answer your questions. If I don't know, I will find out for you. Thank you for the support that has been given to me since undertaking this role and look forward to your continuing support.

The next meeting of the Education committee will be held in December, details TBA.

- Camden Haven proficiency day has been changed to Sunday 2nd November
- Discussion was held on the requirements for Assessors to attend Junior proficiencies, that they should attend but not mandatory that they do.
- Discussion was held on the policy for Senior proficiencies, that Clubs may run additional days after all Branch set days have been completed.

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

Registrar:

The list of awards, proficiencies and transfers is available from the Registrar upon request.

66 Senior Awards, 176 Senior Proficiencies.

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

33 Transfers

Resolved: That these transfers be accepted.
(B Caldwell/G Bell) CARRIED.

Director of Finance:

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

Account Balance as at 11 th September, 2008	\$63,103.28
INCOME RECEIVED	\$13,142.70
EXPENDITURE	\$2,741.71
Balance Carried Down	\$73,504.27
PLUS UNPRESENTED CHEQUES	\$3,166.76
LESS OUTSTANDING DEPOSITS	\$45.00

Statement Balance as at the 22nd September, 2008	\$76,626.03
Newcastle Permanent AccNo. 978650818	\$41,008.87
Newcastle Permanent AccNo. 929522502	\$20,000.00
CBA AccNo. 06 2592 00900764	\$15,617.16

Additional Accounts for payment

1. RTA	\$52.00
2. DPC Wholesalers	\$18.25
3. Red Jaffer	\$100.00
4. J Tancred	\$95.00
5. Central Coast Business Machines	\$1687.20
6. Telstra	\$84.49
7. P Rayner	\$198.72
8. Jardine Lloyd Thompson	\$566.39

Additional Income

1. TP SLSC	\$60.00
2. PM Girl Guides	\$1500.00

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

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

Board of Junior Activities:

Firstly please accept my apologies for not being present tonight as I am currently on my way to Mudgee for a wedding.

Our last Junior meeting was held at South West Rocks on 16th September.

- Our junior lifesaver of the year panel was discusses and I sent invitations to the people we selected, all have accepted. So our selection panel consists of myself (Peter Lambert), Maz Rickwood, Alia Lievore, Julie Tancred and Thomas Arndell. If there is anyone within the senior branch who would like to be involved in this selection process please contact me and we will happily accommodate you. Remembering the interviews will take place on the 8th November at the branch office.
- I am currently working on some changes for our first carnival program (26th Oct) as I have been informed by Port Macquarie that we may only have room for one water area.
- I discussed with the junior committee that with interbranch selections we must try to have one representative from each club present / involved in the selection process. So if a concern is raised that representative can sort that concern out at club level.

- Most of the junior clubs have held rego days and are going well in this department. With some clubs already holding pool swims.
- We also discussed the matter that a qualified assessor should be present at all pool swims and run swim runs for juniors. The clubs that were present have no problem with doing so as they all have qualified assessors with in there clubs.
- Last of all I (Peter Lambert) have been re-elected as JAC Chairman by the junior committee. And have accepted the position.
- Our next junior meeting will be at The Gladstone Hotel on Tue 14th Oct 7.30 pm.

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

Support Operations Committee:

- last month completed proficiencies with Hastings Council Lifeguards
- Gained permission from both SLS and Hastings council to conduct training with the lifeguards on how to crew the RWC.
- A Stage 2 application and business plan is been submitted to SLS NSW for the approval of a second RWC for the northern part of the branch
- A grant from local directories for \$6500 has been granted for the purchase of another RWC for MNC
- The 7 new canadates are doing well with their training being conducted every second week
- Attended the raising of the flags ceremoney with the newcastle permanent RWC in full operation
- the 13surf flow charts have been distributed to every police station in the MNC area, Port Macquarie Ambulance station, and every VMR in MNC.
- Rescues have been far from distant with one on every weekend of patrol so far.
- Seeking quotes for a reverse for the vx110 jet ski
- \$1500 banked from fundraising

Resolved: That the Chairperson's report be adopted.
(P Rayner/M Dawson) CARRIED.

Youth Development Committee:

I apologise for not attending tonight. Regarding youth development, as brought up at the last Branch meeting in the JAC report, I think it would be wise for the Branch to consider incorporating the Youth Development Committee into the JAC, on the proviso that a Youth Adviser is installed on the JAC.

It is desirable not to duplicate resources when dealing with youth development and junior activities.

I would ask that Club delegates chase up their Club's youth contact – this can be a “Youth Development Officer” or a young person. Please get this to me by email theburnetts5@hotmail.com as soon as possible so I can get “the ball rolling”.

I did have a better report but saved it in the wrong format and now can't open it

Resolved: That the Chairperson's report be adopted.
(G Bell/M Dawson) CARRIED.

Publicity Officer:

- Would you be able to let the southern clubs know tonight that there will be a weekly ‘Between the flags’ in the Port News for each club to submit their news through to me and I will collate to pass on.
- I'm working with the Northern papers to set up the same.
- Also, in regards to NBN they would also like to be informed of special events or achievements for clubs for them to come and do some footage on. This would also have to go through me as NBN's contact.
- Please provide them with my work email address to do this.
- Many thanks and my apologies for not being able to make it yet again.

Club Reports:

Macksville Scotts Head SLSC:

- Macksville/Scotts Head has its calendar set and had first rego day on the 28th had around 40-50 sign up & this Sunday another rego day with carnival participants doing a pool swim at Macksville pool. The third sign up day is the 19th which is also our first day of activities starting with the run swim run proficiency.
- A copy of their Club Calendar is available upon request.
- Discussion was held on the Settlement City Challenge being held on their Annual Carnival weekend.

South West Rocks SLSC:

- Committee meeting held on 15/9/2008
- Club attended Yarrhapinni Festival as part of support for opening new footbridge. Aquatic display with IRB crews.
- Patrols all up and running. 12 Patrols. Two patrol shifts, 9am to 1.00pm and 1.00pm to 5.00pm. Members have welcomed the two shifts. Patrol Captains and Vice Captains meeting held to outline procedures for the season. Club Captain Roger Wilkinson expects good roll up this season and welcomed new Captains.
- Overall membership growing steadily.
- SWR Juniors (Stingrays) will be conducting proficiencies Sunday 12th October.
- Juniors commence season Sunday 19th October 9.00am.
- Training Officer Kerry Fisher and assistants completed all assessments of new intake, around thirty members added to Patrol numbers.
- Club recently assisted in freeing a tangled whale. IRB crews assisted National Parks specialist personnel.
- Club in process of updating website.
- Unsuccessful in building grant application.
- Reminder to all neighbour Clubs of SWR Carnival Saturday 6th December 2008

Hat Head SLSC:

- Verbal report given

Kempsey-Crescent Head SLSC:

- No report supplied

Port Macquarie SLSC:

- Verbal report given

Tacking Point SLSC:

- Verbal report given

Wauchope Bonny Hills SLSC:

- Written report submitted

Camden Haven SLSC:

- The patrol roster for the 2008-2009 season has been completed, copy to Branch and to Rural Press for public awareness. The six patrols have all been through one rotation. We have made use of our new Bronze awardees from last season to strengthen our numbers. Numbers on some patrols were down due to school holiday commitments but all should be strong after the break.
- Club renovations are in full swing with roof trusses and tiles on next week.
- All our gear has been serviced and is in good operating order.
- our boards from the \$4\$ grant have arrived (two tubes on back order) and are appreciated by the members. One board performed a rescue on its first aquatic outing.
- Our proficiency date was set for 29.11.08 then the 9/11/08 but this clashes with the Port triathlon. New date to be arranged.
- The North Coast CHS Surf Lifesaving Championship 2008 will be held at Bonny Hills on Friday 24th October. Our local Camden Haven High School is hoping to field a strong team.

General Business:

- AJ is keen to hear any feedback from the Macleay Clubs regarding the Lifeguards over the Spring holidays
- A letter from Scott Oxenford re Patrol Captains was tabled. Ken provided his response, which was agreed to have been suitable and appropriate. Discussion ensued.
- Priorities for the current \$4\$ Grant were discussed.

Resolved: That the Branch items remain in the \$4\$ Grant priority list.
(G Bell/D Napper) CARRIED (with 3 members opposed).

There being no further discussion the meeting was closed at 10:15PM.

The next meeting will be the held at the Kempsey Hotel on the 13th November 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 9th October 2008.

Dennis O'Sullivan
Chairman