

**SURF LIFE SAVING MID NORTH COAST BRANCH Inc.**  
**GENERAL COMMITTEE MEETING**  
**HELD 11<sup>th</sup> DECEMBER 2008, AT THE BRANCH OFFICE.**

**SUMMARY**

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

**Decisions Made:**

- Resolved: That Standing Orders be suspended to allow Amber Carew and Peter James to separately address the meeting. (B Caldwell/T Hayes) CARRIED.
- Resolved: That the Branch President lead a discussion with the FNC and NC Branch Presidents plus a representative of the North Coast Boat Series to formalize the series and sort out ownership, control and other operational matters. (G Bell/J Clingeffer) CARRIED.
- Resolved: That the Branch accept the date changes for the Port Macquarie SLSC Carnivals, which will now be held on 31<sup>st</sup> January (Masters) and 1<sup>st</sup> February (Open) 2009. (R McDonagh/S Oxenford) CARRIED.
- Resolved: That Peter Lambert be endorsed to attend the State Directors of Surf Sports meeting this weekend and discuss the concept with the NC and LNC Surf Sports Directors. (P Rayner/G Bell) CARRIED.
- Resolved: That the Branch subsidise their costs to the value of \$500 each. (R McDonagh/P Rayner) CARRIED.
- Resolved: That the Branch recognise the Lifeguard fitness testing conducted by AJ, and allow this to be used to qualify successful candidates for their Gold Medallion award or proficiency. (R McDonagh/S Croad) CARRIED.
- Resolved: That from 2009/10 onwards, if a club does not support (with competitors and/or officials) other Clubs Open Carnival they shall be ineligible to win any Branch Awards. (G Bell/C Stewart) DEFEATED.
- Resolved: That the Branch approve the Macksville-Scotts Head Carnivals (Masters and Open) for the 3<sup>rd</sup> weekend in November 2009. (G Bell/T Hayes) CARRIED.
- Resolved: That the Branch Executive seek quotes to replace the existing Senior Gear Trailer. (T Hayes/G Bell) 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	Peter L	
Forward cheques to Baden Purnell and Ashley Holden	Don MacK	
Return Blue Proficiency Cards to Education Director at January Branch Meeting	Clubs	
Advise Kim if you are interested in a Trainers shirt	All	
Review Branch website and provide feedback and any relevant content	All	
Prepare Concept Paper on Cadet Program/Camp/Carnival	James B	
Advise Branch of their Club's youth contact	Clubs	
Seek quotes to replace the Senior Gear Trailer	Executive	

**Upcoming Events:**

- Education Meeting - 12<sup>th</sup> February, 2009 commencing at 6pm at the Branch Office.

**Next Meeting:**

The next meeting will be held at the Kempsey Hotel on the 8<sup>th</sup> January 2009 commencing at 7.30 PM.

Written reports from all Branch Officers and Clubs are due with the Secretary by Tuesday 6<sup>th</sup> January 2009.

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**GENERAL COMMITTEE MEETING**  
**HELD 11<sup>h</sup> DECEMBER 2008, AT THE BRANCH OFFICE.**

The meeting was opened at 7:35PM with President Dennis O'Sullivan in the Chair.

**Attendance:**

Branch Officers

President	Dennis O'Sullivan	Director of Lifesaving	Paul Rayner
Deputy President	Rod McDonagh	Registrar	Bruce Caldwell
Director of Admin	Ken Wilson	JAC Chairperson	Peter Lambert

Club Presidents/Delegates

MSH	Greg Bell, Chris Stewart	PM	Geoff Hurkett, Scott Oxenford
SWR	Tony Hayes, Kerry Fisher	TP	.
HH	Susan Croad, James Burnett	WBH	Jan Clingeffer
KCH	.	CH	Darren Merrick

Visitors Amber Carew (PM SLSC), Julie Tancred (Publicity Officer), Glen Towle (PM SLSC), Peter James (SLSNSW), Andrew Jones (SLSNSW).

**Apologies:** Chris Bell, Kim Gregory, Roger Wilkinson, Mike Stevenson, Robert Oakeshott, Richard McGovern, Maurie Fuller, Kim Rayner, Dave Napper, Jeff Polverino, Greg Kings.

Resolved: That the apologies be accepted.  
(T Hayes/B Caldwell) CARRIED.

**Proxies:** Kerry Fisher for Roger Wilkinson (SWR SLSC)  
Darren Merrick for Kim Gregory (CH SLSC)  
Geoff Hurkett for Robert Oakeshott (PM SLSC)  
James Burnett for Mike Stevenson (HH SLSC)

Resolved: That the proxies be endorsed.  
(S Croad/T Hayes) CARRIED.

**Suspension of Standing Orders**

Resolved: That Standing Orders be suspended to allow Amber Carew and Peter James to separately address the meeting.  
(B Caldwell/T Hayes) CARRIED.

Amber Carew, with Peter Lambert's assistance, showed a powerpoint presentation which she had developed promoting the Branch and Surf Life Saving and encouraging people to join. The presentation will be shown in local movie cinemas over the holiday period. The meeting congratulated Amber for her fantastic work on the presentation.

Peter James then made presentations to the Clubs handing over their allocations out of the SLSNSW fundraising activities.

Following the presentation of the cheques, Standing Orders were subsequently resumed.

**Minutes from the Meeting held on 11<sup>th</sup> September 2008:**

Resolved: That the Minutes of the meeting held on 13<sup>th</sup> November 2008 be adopted.  
(J Clingeffer/P Lambert) CARRIED.

**Business arising from the minutes:**

- Apologies were given for the late distribution of the Minutes
- Noted that the Summary Page had not been updated for the November meeting

- A report was given by DOS on the status of the North Coast Boat Series

Discussion was held on where the event goes from here / how ownership and control needs to be established / and how the Branch can help secure the future of the series.

**Resolved:** The President of the MNC Branch contact the Presidents the NC & FNC Branches & arrange to meet & discuss with representatives of the North Coast Boat Series the ownership, control & other matters relating to the Series.  
(G Bell/J Clingeffer) CARRIED.

- The letter to Port Macquarie SLSC has been sent.

The Port Macquarie delegate offered to respond to the letter, but it was felt that the Club should address it formally.

## **Reports**

### **Director of Administration:**

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

**Resolved:** That the Branch accept the date changes for the Port Macquarie SLSC Carnivals, which will now be held on 31<sup>st</sup> January (Masters) and 1<sup>st</sup> February (Open) 2009.  
(R McDonagh/S Oxenford) CARRIED.

- A Letter from Larry Brook was received proposing a carnival concept between NC, MNC and LNC Branches.

**Resolved:** That Peter Lambert be endorsed to attend the State Directors of Surf Sports meeting this weekend and discuss the concept with the NC and LNC Surf Sports Directors.  
(P Rayner/G Bell) CARRIED.

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

### **President:**

- Noted that Baden Purnell and Ashley Holden have been chosen in the NSW Country Team for 2008/09 to tour New Zealand.

**Resolved:** That the Branch subsidise their costs to the value of \$500 each.  
(R McDonagh/P Rayner) CARRIED.

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

Report tabled

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

Discussion was held on the scrutineering of gear, and it was noted that the 31<sup>st</sup> December close of Patrol Hours was fast approaching and competitors should review their hours.

### **Director of Education:**

Firstly I would like to tender my apologies for tonight's meeting as I am currently in Sydney on a development day. This will be the first meeting I have missed in two and a half years. Sad isn't it, I have no life.

On a more serious note, we held an Education Meeting on the 25<sup>th</sup> November, 2008 a copy of the minutes are attached. Could these minutes please be moved and accepted. Next Education Meeting is scheduled for 12<sup>th</sup> February, 2009 commencing at 6pm at the Branch Office.

We are holding off having any more course until the New Year now, due to it's that time of year and everyone is extremely busy. **The course calendar is attached and if any clubs would like to hold any of the courses listed, please let me know a suitable date.**

I would like to purchase the following items before Xmas:-

First Aid Kit	\$225.00	First Aid Kits Australia Discounted price
Zoll Defibrillator	\$2,995.00	Red Cross
	\$3,014.00	Oxley First Aid Supplies
	\$3,299.00	Jamie Martin

These would be beneficial when we provide first aid and get a donation in return ie. Port Cup, Festival of the Sun, Settlement City Challenge, etc. **Do I have permission to purchase the above two items.** I have provided 3 quotes for the Defib. I would like to go with the Red Cross quote.

The officials course was very successful with 34 participants completing the course. Now all that is needed for these people is to attend carnivals and get some experience under their belts. I have kept a log of hours so far for the officials.

At the next meeting in January, **could I please have all blue proficiency cards returned** so we can conduct random audits, as per Registered Training Organisations requirements.

I have ordered resources for ARC/Defib, IRB Crew, and IRB Driver. These resources are for clubs to purchase at the same price we buy them for. This reduces the time for clubs in the respect of getting them photocopied. Prices are as follows:-

ARC/Defib	\$5.20
IRB Crew	\$3.20
IRB Driver	\$4.75

**Could clubs please let me know what their requirements are for each course.**

I have ordered some Trainer's shirts. They are \$21.00 each. **Could you please let me know your size if you are interested.**

To give me some indication, how many clubs still require members to have Silver Medallion Beach Management for patrol obligations prior to the 31<sup>st</sup> December. I will run a SM Beach Management before Xmas if this is require. **Could clubs please get back to me in relation to this.**

The next meeting of the Education committee will be held on 12<sup>th</sup> February, 2008 at 6.00 pm.

Discussion was held on the Minutes of the Education Committee meeting, and as they had not been circulated the meeting decided to hold off on endorsing them.

Discussion was held on the purchase of the First Aid Kit and Defibrillator, and it was decided to hold off on the purchase of them.

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

**Registrar:**

AWARDS		SNR PROF		JAC AWARDS	
SRC/CPR	4	SRC/CPR	6	Junior Activities	
BM	11	BM	28	Preliminary Evaluation	72
Cert II P/S	11	ARC	4		
IRBC	2	IRBC	14	Junior Activities	
SM/IRBD	1	SM/IRBD	22	Competition Skills	48
DFC	23	ASS/BM	1	Evaluation	
RWC/OC	6	DFC	1		
		SPM	2		
		ATV	3		
<b>Total</b>	<b>58</b>	<b>Total</b>	<b>81</b>		

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

TRANSFERS	LOOSING CLUB	GAINING CLUB	ENDORSED	TYPE
Stephen Hamer	Scarborough Wombarra	Port Macquarie	11/12/2008	Full Transfer
Jack Daly	Toowoan Bay	Port Macquarie	11/12/2008	Full Transfer
Michael Conner	Tacking Point	Whale Beach	11/12/2008	Competition Transfer
Paul Kelly	Ballina Lighthouse	Wauchope Bonny Hills	11/12/2008	Competition Transfer
Kirsty Olsen	Wauchope Bonny Hills	Sawtell	11/12/2008	Full Transfer
Robbie Hawkes	Macksville Scotts Head	Sawtell	11/12/2008	Full Transfer
Shane Millard	Port Macquarie	Sandon Point	11/12/2008	Full Transfer
Glen Littler	Sawtell	Tacking Point	11/12/2008	Full Transfer
Stephen Russo	Nambucca Heads	Macksville Scotts Head	11/12/2008	Full Transfer
Todd Johnson	Nambucca Heads	Macksville Scotts Head	11/12/2008	Full Transfer
Michael Johnson	Nambucca Heads	Macksville Scotts Head	11/12/2008	Full Transfer
Shane Spear	Nambucca Heads	Macksville Scotts Head	11/12/2008	Full Transfer
Richard Arnott	Port Macquarie	Yamba	11/12/2008	Full Transfer

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

### Director of Finance:

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

Account Balance as at 13 <sup>th</sup> November, 2008	\$69,596.44
INCOME RECEIVED	\$8,795.32
EXPENDITURE	\$6,882.56
Balance Carried Down	\$71,509.20
PLUS UNPRESENTED CHEQUES	\$7,107.30
LESS OUTSTANDING DEPOSITS	\$200.00

<b>Statement Balance as at the 22<sup>nd</sup> November, 2008</b>	<b>\$78,416.50</b>
Newcastle Permanent AccNo. 978650818	\$58,416.50
Newcastle Permanent AccNo. 929522502	\$20,000.00

### Additional Accounts for payment

1. Specialty Products	\$1,628.00
2. Central Coast Business Machines	\$33.00
3. Jardine Lloyd Thompson	\$330.00
4. SLSNSW	\$906.65

**Resolved:** That the additional accounts be approved for payment.  
(K Wilson/S Croad) CARRIED.

**Resolved:** That the Director's report be adopted.  
(S Croad/J Burnett) CARRIED.

### Publicity Officer:

- On behalf of Newcastle Permanent I would like to officially extend my thanks and gratitude to Surf Lifesaving members who helped us celebrate our 3<sup>rd</sup> anniversary. Particular thanks go to Port Macquarie members, Steve Filetti, Glen Towle, Geoff Woodham, Rob McCue, Vicki Wright and Ken Wilson who made themselves available. Port Macquarie club were also able to create sls awareness within the public and received numerous donations towards the clubs as well as registration enquiries which made it successful all round. If Port Club would please forward the invoice for any food etc they purchased on Newcastle Permanent's behalf to myself, I will organise reimbursement. Many thanks again.
- The SLS MNC website [www.slsnmc.com.au](http://www.slsnmc.com.au) has been updated and I would like to keep it that way with the help from Branch committee and clubs. If there is anything of interest which needs to be placed on the website please forward to [julie.tancred@newcastlepermanent.com.au](mailto:julie.tancred@newcastlepermanent.com.au). The carnival dates have been entered, the branch constitution, branch management plan, links to all clubs, Junior events, etc.

### Action required:

- Management plan to be updated in status column - branch
- Training course calendar from Sept 08 to be provided - Kim Rayner

3. Senior Publicity Officers from each club who attend carnivals to provide feedback photos (this is also required from newspapers)
  4. Survey/Feedback will be put on webpage as well as e-newsletter which may alleviate so many emails going out.
- Bumbags: 100 ordered, currently being printed and should have before Xmas and will have some left over for others. Confirming orders:  
SWR - 30, HH - 10, Scotts Head - 13, Port - 31
  - Beach Umbrella's have been ordered and invoiced, awaiting branch to pay before they will deliver for printing.
  - All clubs are free to submit their own stories to local newspapers but they are to be mindful of others clubs with their submissions and to keep them shorter so every club can get coverage in the papers. There has been some issues with Port News and they would like it remain fair between the clubs and Branch events.
  - I have received brochures and posters from SLSNSW which a sample was provided to each club and if you require any more please let me know.

### **Youth Development Committee:**

Last weekend I had the privilege to attend the Junior Leadership Camp for U12-U14. Every year I am amazed by the quality of the participants and their varying commitments to surf lifesaving. Their attitude and co-operation were exemplary and they were enthusiastic and energetic.

On the last day, Peter Lambert conducted an open forum-style talk about the camp and what we could improve within surf lifesaving. One of these suggestions was a camp for people who aren't in Nippers anymore. Therefore I am proposing that the branch consider that we facilitate a Youth Camp for members who have attained their Surf Rescue Certificate (or are currently training for it) but have not yet attained their Bronze Medallion.

This age group (U14-15) is where the numbers start to drop off quite dramatically therefore it seemed obvious to target this age group. All I am asking of the Branch is that we consider whether or not this is feasible. I have a few venues in mind, ranging from quite primitive camping to dorm style accommodation. The options that I am looking at are cheap so won't hugely affect anyone's budget.

Also, I am still waiting on Youth Development contacts from:  
- Macksville-Scotts Head, South West Rocks, Port Macquarie and Tacking Point

The co-operation of all clubs in this matter would be highly appreciated.

Discussion was held on the Cadet Program/Camp/Carnival concept, and it was decided that James would prepare a concept paper with AJ's assistance.

Resolved: That the Chairperson's report be adopted.  
(J Burnett/S Croad) CARRIED.

### **Board of Junior Activities:**

Verbal Report tabled

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

### **Branch Team Manager:**

Verbal Report tabled

Resolved: That the Manager's report be adopted.  
(P Lambert/J Clingeffer) CARRIED.

### **SLSNSW Support Officer:**

- The Australian Lifeguard Service successfully held their inaugural Lower-Mid North Coast Lifeguard School earlier this week. The School was attended by 11 Lifeguards from the Kempsey Council area.
- Kempsey Lifeguard Roster has been circulated within the Clubs seeking their input
- Kempsey Lifeguard testing has almost wrapped up for the summer. AJ advised that he officially conducted "Lifeguard Fitness Tests", but as they are the direct equivalent of the Gold Medallion assessment, should the Branch wish, members could be processed for their GM award or proficiency.

Resolved: That the Branch recognise the Lifeguard fitness testing conducted by AJ, and allow this to be used to qualify successful candidates for their Gold Medallion award or proficiency.  
(R McDonagh/S Croad) CARRIED.

## **Club Reports:**

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

- Verbal report given

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

- SWR SLSC first Surf Life Saving Club in NSW to be granted full licence by NSW Liquor, Gaming and Racing Authority
- Club has received some media coverage. Interim licence from 14/11/2008.
- Full committee meeting held 17/11/2008
- Executive meeting held 4th December 2008.
- Surf Carnival held at SWR SLSC on Sunday 7th December, 2008 disappointing to say the least. As this was a Branch carnival, why were boats allowed to compete outside the Branch ? Further, there were only two clubs at the carnival. Also the Branch youth camp was on at Bonny Hills.
- Thank you to the officials and trainee officials on the day. It does seem clubs and Branch need to co-ordinate more effectively. I intend to raise the matter at our next committee meeting. We suffered a financial loss.
- Patrols continuing well.
- MNC gear trailer returned. Trailer has been cleaned out of all rubbish and equipment stored away.
- Merry Christmas to the Branch and all Clubs

### **Hat Head SLSC:**

- Verbal report given

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

- No report supplied

### **Port Macquarie SLSC:**

- Verbal report given

### **Tacking Point SLSC:**

- No report supplied

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

- WBHSLSC wishes John Vipond a speedy recovery.
- Lobbing Council, State Ministers and Robert Oakeshott for funding required for a new clubhouse
- Wish everyone within the branch a safe and Merry Christmas and to all members patrolling over the busy time of year that it remains safe on all beaches.
- WBHSLSC received an highly recommended award – Community Partnerships and Action category in the State final of Keep Australia Beautiful Clean Beach Challenge 2008 Program.
- Thank you to branch for extra proficiency day held at Rainbow last Saturday
- A squad of SRC's and Certificate II in Public Safety recently qualified
- An IRB squad is in training and hopefully qualified for the holiday patrols.

### **Camden Haven SLSC:**

- verbal report given

## **General Business:**

- Discussion was held on carnivals and the state of surf sports in the Branch.

Resolved: That from 2009/10 onwards, if a club does not support (with competitors and/or officials) other Clubs Open Carnival they shall be ineligible to win any Branch Awards.  
(G Bell/C Stewart) DEFEATED.

Resolved: That the Branch approve the Macksville-Scotts Head Carnivals (Masters and Open) for the 3<sup>rd</sup> weekend in November 2009.  
(G Bell/T Hayes) CARRIED.

- Noted that it was good to see Camden Haven juniors competing at the recent carnival.
- The state of the Senior Gear Trailer was discussed, noting that the floor has corroded to the point where it will not be safe to use much into the future.

Resolved: That the Branch Executive seek quotes to replace the existing Senior Gear Trailer.  
(T Hayes/G Bell) CARRIED.

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

The next meeting will be the held at the Kempsey Hotel on the 8<sup>th</sup> January 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 11<sup>th</sup> December 2008.

Dennis O'Sullivan  
Chairman



**BRANCH COURSES 2008-2009**

DATES	COURSE	VENUE	FACILITATOR	COST
<b>NOVEMBER</b>				
13th	Branch Education Committee	Kempsey Hotel		
17th & 18th	Senior First Aid	Nambucca High	Kim	\$ 75.00
22nd	Level 1 Officials Course	Hat Head	Chalky Smith	\$ 65.00
28th	Defibrillation	Hat Head	Sue & Kerry/Mike	\$ 10.00
<b>DECEMBER</b>				
6th & 13th	Gold Medallion	PM	Kim	
14th	Spinal Management	Kempsey Crescent	Sue & Kerry/Mike	\$ 10.00
<b>JANUARY</b>				
	SM Beach Management	Branch		\$ 10.00
<b>FEBRUARY</b>				
	Advanced Emergency Care			\$10.00
	Training Officers Certificate			\$10.00
12th	Education Committee	Branch Office		
	Defibrillation			\$ 10.00
20th	SFA External	Westport Club	Kim	\$ 75.00
	SM Beach Management			
<b>MARCH</b>				
	Spinal			
	Defibrillator	MSH		\$10.00
	Basic Beach Management	Branch Office		\$10.00

<b>APRIL</b>				
April, 2009	IRB Camp	Camden Haven	Paul	app \$40
6th	SFA External	Westport Club	Kim	\$75.00
	Community Education Program			