

**Surf Life Saving Sydney Northern Beaches Inc.**

**Board of Management Tuesday 6<sup>th</sup> September 2011**

SNB Headquarters, Unit 9/1 Vuko Place Warriewood 2102

**ATTENDANCE:**

Gordon Lang (President), Phil Cullis (Director Finance & Administration), Steve Faddy (Director Rescue Services), Rob Berry (Director of Sponsorship & Marketing), Glenn Langley (Director of Youth & Membership Development), Steve McInnes (CEO), Jen Huston (Manager), Daniel Mulcahy (Manly), Peter Gard (Manly), Gary O'Sullivan (North Steyne), Craig Susans (Queenscliff), Stephen Bennett (Freshwater), Louis Tassone (North Curl Curl), Bryn Russell (South Curl Curl), Simon Moriarty (Dee Why), Doug Lucas (Long Reef), Richard Trim (Collaroy), Rohan Fisher (South Narrabeen), Jason Oakes (Narrabeen Beach), Matt Sheridan (Warriewood), Jon Dibbs (Mona Vale), Rob Emerson (Newport), Doug Menzies (Newport), Peter Tomkins (Bilgola), Geoff Raper (Bilgola), Christine Hopton (Avalon Beach), Rick Millar (Avalon Beach), Martin Armstrong (Whale Beach), Ant Yeates (Palm Beach), Graham Howard (North Palm Beach), Michelle Rae (North Palm Beach)

**APOLOGIES:**

David Murray (Deputy President), John Fahey (Director of Surf Sports), Michael Wasley (Director of Education & Assessment), Damian O'Shannassy (North Steyne), Stuart Wye (North Curl Curl), Michael McDermott (North Narrabeen), Matthew Lloyd (Bungan Beach), John Lewis (Whale Beach)

**PROXIES**

Julie Tassone for Stuart Wye (North Curl Curl), Brenden Reedy for Michael McDermott (North Narrabeen), Ian Jones for Matthew Lloyd (Bungan Beach)

**NEW DELEGATES**

**PREVIOUS MINUTES**

**Branch Board of Management Minutes of July 2011 – Carried**

**Note:**

Outstanding actions and Business Arising from Minutes - as per Attached Board of Management Report

**MINUTES**

Item	Area	Discussion	Action	Date
3142	General Business	President noted there were a number of new Club Presidents following the AGM's and asked for everyone to introduce themselves around the table.	Info	n/a
3143	Risk Management & Important Issues	Freshwater President raised the issue of the new SLSA Water Safety Policy 1.1, Freshwater President noted that he has been through the document and it appears to be pushing further responsibility towards Clubs. Queenscliff President advised he put forward concerns re the policy at the National BoSS meeting, advising it wasn't well accepted. SLSA has been asked to take another look at the policy. All States have been asked to put submissions forward to help with the rework. Discussion followed <b>Motion:</b> SNB and 21 clubs do not agree to abide by the SLSA Policy Statement No. 1.1 re Water Safety issued on or about 15 <sup>th</sup> August 2011, and in the meantime will act under the previous Water Safety Policy.	<b>Motion</b>	<b>Carried</b>

		The CEO will approach the other Branches for their reaction to the new policy and will request that the policy be referred to SLSA chief legal officer for review and amendment re: both legal and insurance issues with clarification to be supplied by Friday 23 <sup>rd</sup> September. <b>Carried</b>		
3144	Risk Management & Important Issues	<b>Motion:</b> SNB and the 21 Clubs request an urgent review of the one foot strap policy in IRB's due to the number of injuries already experienced. <b>Carried</b>	<b>Motion</b>	<b>Carried</b>
3145	Risk Management & Important Issues	Question was asked re new beach flags Director Rescue Services advised Black & White flags should be supplied to clubs before start of season. Feathered flags are being supplied by Council, Warringah clubs should already have received theirs, and Pittwater Clubs will receive before the start of season. It was noted if they don't receive before the start of the season clubs should use existing ones. Manly Council haven't advised regarding the changeover to the new flags. CEO to speak to Manly Council re new flags, Queenscliff President also to follow up.	CEO	9 <sup>th</sup> September
3146	Executive Report Item 3111	Re: the wearing of fluoro vests. President advised he spoke to SLSA and is awaiting further advice. Having vests at Ocean swims is a concern for all clubs. Clubs unsure if vests are for events clubs hold or events clubs supply water safety for, President to clarify and advise. New water safety policy does not say what is included and directs to a different policy. <b>Motion:</b> SNB and 21 clubs recommend for ocean swims recognisable caps are sufficient for safety purposes. <b>Carried</b>	<b>Motion</b>	<b>Carried</b>
3147	Executive Report Item 3118	Narrabeen Beach President asked which clubs have expressed interest in running the 2013 State Championships. It was noted Councils are to put forward submissions, so far four have been put forward from Manly, Shoalhaven, Wyong and Coffs Harbour Councils. President advised Branch would support all submissions and endorse and help in anyway. Applications close 31 <sup>st</sup> October. It was noted Branch should be proactive and let council know SNB support any submissions put forward. Documentation is available from State website.	Info	n/a
3148	Executive Report Item 3137	Re: Branch Historian, President advised criteria would be circulated to all members, nominations would be open to all members with the position being elected by SNB Executive, the role is a volunteer role not a	Info	n/a

		paid position.		
3149	Finance & Administration	Balance Sheet and P&L Presented, Director advised Branch was currently operating well within budget. <b>Motion.</b> To accept financial reports presented for Branch. <b>Carried</b> Director noted he would advise of the date for the next Finance Meeting which will be held at North Steyne, waiting on all Directors' asset replacement budgets for next three years.	<b>Motion</b>	<b>Carried</b>
3150	Sponsorship & Marketing	Full Report attached. Director advised everything is status quo with current sponsors. Manly Daily has sent an agreement outlining what they want in return for the weekly surf safety columns Director to review this.	Info	n/a
3151	Sponsorship & Marketing	Director advised Christine Hopton has resigned from her positions as Communications Officer; Director thanked Christine for all her work and for establishing the position. Director advised the position is currently being advertised.	Info	n/a
3152	Sponsorship & Marketing	Director reminded all Presidents re the Club workshop being held on Saturday 10 <sup>th</sup> September, and encourage Presidents to get their members to attend.		
3152	Sponsorship & Marketing	Dee Why President spoke re the Oceanseries sponsors in particular Dee Why Grand – he noted it was disappointing Branch has sought them as a Branch sponsor as they are a club sponsor. Dee Why President advised he would find it hard to reconcile the agreement clubs have with Branch regarding other sponsors. Dee Why President asked where is the authority for Branch to contact club sponsors, Dee Why Grand was approached without Dee Why club's knowledge. It was advised a number of people were approached when major sponsors Bing Lee and LG withdrew their sponsorship of the series. Dee Why President questioned what is stopping clubs approaching conflicting branch sponsors? If Branch takes the club sponsors, clubs lose money. Director advised there was no intention to take money from clubs and Branch need to communicate with clubs in future re sponsors. Discussion followed - It is difficult at club level to get a sponsors, Branch should speak to a club contact, prior to looking for sponsors, Branch	Info	n/a

		<p>sponsorship should be on the basis it wouldn't affect club sponsorship. When club are being asked what they are going to do to support Branch sponsorship, it is difficult to do if Branch is approached Club sponsors.</p> <p>Branch should communicate clearly with clubs who they are going to approach and look at Club Annual Reports to check for conflicts.</p>		
3153	Rescue Services	<p>Report distributed during the meeting. Director spoke re: a major incident during the week, when a couple of club members decided to launch an IRB to help without knowledge of the club. Director asked Clubs to communicate to their members they should not self-respond to incidents, as they put themselves in danger. Director is in the process of developing a single point of call for Branch after hours team, this information will provided clubs with full details as soon as it is finalised.</p>	Info	n/a
3154	Rescue Services	<p>Gear inspection results – will they be published? No. Clubs will be advised if Branch needs to return to re-inspect any gear, details should be out by the end of the week. Director advised clubs the gear inspection results were excellent overall; however there were still two clubs to inspect.</p>	Info	n/a
3155	Youth & Membership Services	<p>Director advised there were flyers attached to the agenda for the Rookie survivor camp and the patrol Captains Mentor Program – Director will speak more on these at the Club Workshop on Saturday.</p>	Info	n/a
3156	Youth & Membership Services	<p>Director advised the MOC point score recommendations were distributed a number of months ago and asked if clubs had any questions/concerns? It was noted a number of clubs have Life Members who still patrol are not included in calculations. Director advised if clubs send a list of these members they will be added to the point score.</p> <p><b>Motion:</b> Final draft MOC point score be accepted with Active Life Members being added to club membership. <b>Carried</b></p>	Motion	Carried
3157	General Business	<p>President reported he attended 12 AGMs this year and noted he found a lot of club constitutions were very different with some club constitutions being in conflict with SLSA constitution. President recommended all clubs send a copy of their constitutions to Branch to look over so Branch can advise accordingly. President noted North Steyne has also supplied a</p>	All Clubs	30 <sup>th</sup> September

		<p>very good checklist which would be circulated to clubs.</p> <p>North Curl Curl advised they supplied a draft copy of their new constitution and were waiting on comment. President noted there may be an issue regrading Proxies. Discussion followed where it was noted the SLSNSW and SLSA constitution will override any conflict raised in the Club Constitution.</p> <p>CEO to write to SLSA and ask if they can supply a copy of their regulations which can then be circulated to clubs.</p> <p>President advised a club constitution committee would be set-up to review club constitutions.</p>	CEO	30 <sup>th</sup> September
3158	General Business	<p>President advised the National Conference was being held on 7<sup>th</sup>, 8<sup>th</sup>, 9<sup>th</sup> October and encouraged Presidents to attend; SLSA Awards night is on the Saturday night 8<sup>th</sup> October.</p>	Info	n/a
3159	General Business	<p>Discussion was held regarding concerns with the LPMA process.. President to follow up.</p>	President	16 <sup>th</sup> September
3160	General Business	<p>North Palm Beach President raised his concern over the 40 year life span Council had put on the building DA meaning Council can come in and throw the surf club out 18 months before this time is up.</p>	Info	n/a
3161	General Business	<p>President noted there were a few clubs with paperwork missing if all clubs can ensure they have forwarded the following to branch office:</p> <ul style="list-style-type: none"> <li>• Copies of Annual report</li> <li>• Club Contacts for Info Guide</li> <li>• Nipper Rego Info</li> <li>• Affiliation Form</li> <li>• Affiliation Fee</li> <li>• AGM Minutes</li> <li>• After Hours Contact Details</li> </ul> <p>Question was asked why Club AGM minutes need to be supplied as some clubs do not publish until next year, president advised it was to ensure Clubs had affiliated at their AGM . CEO to advise.</p>	All Clubs	n/a
3162	General Business	<p>CEO advised there was a free security offer from CAV Security, this is a bona fide offer and details are contained in letter attached.</p>	Info	n/a
3163	General Business	<p>A copy of the Coastal Ambassadors Program was attached – this is open to all members, those people who have done have spoken every highly of the course..</p>	Info	n/a

		Dates are on flyer, Presidents should communicate information back to members.		
3164	General Business	South Narrabeen thanked Branch for all their support following the tragic passing of one of their young members	Info	n/a
3165	General Business	Bungan Beach delegate raised questions re Centralised exams – do clubs have to take gear to assessments? Bungan Beach delegate also noted that due to the specific conditions at Bungan Beach he felt assessments should take place there. As the Education Director was not present at the meeting details re assessments will be forwarded to Bungan Beach, it was noted this had be discussed in length at recent Board of Education meetings.	Info	n/a

Meeting Closed: 9.05pm

**Executive Meeting: 20<sup>th</sup> September, 6.30pm SNB Headquarters**  
**Board of Management Meeting: 4<sup>th</sup> October, 7.30pm SNB HQ**