

Surf Life Saving Sydney Northern Beaches Inc.
Executive Meeting Wednesday 17th May 2011
 SNB Headquarters, Unit 9/1 Vuko Place Warriewood 2102

ATTENDANCE

Gordon Lang (President), David Murray (Deputy President), Phil Cullis (Director Finance & Administration), Steve Faddy (Director of Rescue Services), Ross Tester (Director of Surf Sports), Rob Berry (Director of Sponsorship & Marketing), Steve McInnes (CEO), Jen Huston (Manager)

APOLOGIES:

Michael Wasley (Director of Education & Assessment), Glenn Langley (Director of Youth & Membership Development)

PREVIOUS MINUTES

Branch Board of Management Minutes of 27th April 2011 – Carried

Note:

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

MINUTES

Item	Area	Discussion	Action	Date
3013	Presentations	Company Accountant presented options to the Executive for conversion from an Incorporated Association to a Public Company Limited by Guarantee. Accountant to prepare more details along with pros and cons to present at the July BoM, Executive to discuss with Constitution Committee.	CEO	7 th June
3014	Presentations	Jeremy Keating presented final draft of his survey for approval.	Info	n/a
3015	Risk Management & Important Issues	Discussion on SNB recovery program, currently there is a local and an offsite backup of the server which is done daily. There is also a remote email backup which is done every night.	Info	n/a
3016	Risk Management & Important Issues	President advised the current Business Plan is still valid and will be updated at the SNB strategy weekend.	Info	n/a
3017	Rescue Services	Director advised he had reviewed Surfguard statistics and there were a few clubs still needing to enter data for the last couple of weeks of patrol. Director advised those clubs have been contacted with an offer to help enter data by SNB staff.	Info	n/a
3018	Surf Sports	Director advised he attended a meeting at the State Championships with Branch Directors of Surf Sports. One item proposed was a \$5 per head entry levy on interbranch team members, this could mean the difference between Branches from far south and far north putting teams in the competition. Proposal has gone back to SLSNSW for consideration. The proposal will also be brought up at the BoSS meeting. Executive advised they would like to see how it would be managed before agreeing to it. Director advised he would circulate comments from the BoSS meeting for the next BoM.	Director of Surf Sports	17 June
3019	Surf Sports	Director advised there was a good presentation on the junior officiating course however some scathing reports were received from Central Coast Branch, Director agreed with some aspects. There is not much difference between the proposed Level 0 course and the current Level 1	Info	n/a

		course. Level 0 only qualifies you for Branch Championships not for State Championships; Level 0 does give a good grounding and is only a 4.5 hour course. Question was asked "Do you get accredited for what you have done if you want to do Level 1 course"? Director advised there was no decision as yet.		
3020	Surf Sports	Discussion was had on the Officials quota system and if clubs would be fined. SLSNSW advised they never stated they would fine clubs for not meeting quotas, however they reserve the right to charge – this clause was placed on State agenda.	Info	n/a
3021	Surf Sports	Director reported that a debrief had been held on the Branch Championships and was quite a positive meeting. It was widely agreed that Collaroy SLSC did an excellent job in running this year's carnival. A few new ideas were presented -one being to have two water areas running – not a male and a female water area but whoever was ready to compete next. - run junior and senior carnivals at different clubs and having Masters events on the same day as lifesaving events. SNB is still looking for a host club for the 2012 Branch Championships.	Info	n/a
3022	Surf Sports	Director advised this year's Interbranch will be held at Redhead on 10 th and 11 th of December.	Info	n/a
3023	Surf Sports	Director presented copy of SLSNSW Sports Calendar. (attached)	Info	n/a
3024	Surf Sports	Director advised SLSNSW have called for expressions of interest for the venue selection panel, advising it would be good to have someone from SNB on this panel. Nominations close on Monday 23 rd May, Director will raise on Thursday night at BoSS meeting.	Info	n/a
3025	Surf Sports	Director advised he had purchased new software to improve the PA system at carnivals.	Info	n/a
3026	Surf Sports	Discussion was held on loss of equipment by clubs at carnivals; Manager advised clubs had been invoiced for this equipment.	Info	n/a
3027	Surf Sports	CEO advised he met with Gear Steward (Keith Abraham) re the two containers; the main container is being housed on a vacant block near SLSNSW at no cost however SNB pay a fee to store the second container at Ingleside, CEO advised the gear in the second container could be stored downstairs at SNB. CEO will look at selling the second container once it has been cleared out. Keith advised the main container would probably last for another three years.	CEO	21 st June
3028	Surf Sports	Director advised he would raise the issue of having entry fees paid in advance at the BoSS meeting on Thursday. President asked CEO to put a paper together first outlining the pros and cons of the change.	CEO	19 th May
3029	Sponsorship & Marketing	New Director of Sponsorship & Marketing advised he was acclimatising the role with help from CEO and Marketing, Sponsorship & Communications Officer. Director supplied a report which outlines what is being done (attached).	Info	n/a

3030	Sponsorship & Marketing	<ul style="list-style-type: none"> Director advised he met with Coke today and will be organising a function soon with free sampling. Director advised he was working on putting a tailored package together for each club with is easy to understand and order. Ausgrid are happy to keep sponsorship going. MAA take a long time to respond to proposal now Local Clubs have been contacted regarding running BBQ at Pirates Golf on 28th & 29th May. 	Info	n/a
3031	Sponsorship & Marketing	Director noted the amount of work Chris Hopton has done in preparing reports for sponsors is tremendous.	Info	n/a
3032	Finance & Admin	Director presented draft reports for the end of the financial year which shows a profit of \$83,000 and net assets of \$836,395. Motion: To accept Financial reports presented for Surf Life Saving Sydney Northern Beaches Inc. Carried	Motion	Carried
3033	Finance & Admin	Director advised minutes of finance meeting were attached. Director advised he would be planning a three year budget and asked for projections from all directors before the next finance meeting which would be held on 14 th July. There were some suggestions from the last Finance Committee meeting such as leasing larger items to help cash flows; purchasing via Grays online and Ebay; purchase vehicles under government fleet rate. It was also suggested that we put a dollar value on what we provide the community and use this when needed.	All Directors	8 th July
3034	Finance & Admin	Director presented draft reports for Surf Life Saving School, currently there is a small surplus however the financial year closes at the end of June. Motion: To accept Financial reports presented for Surf Life Saving Sydney Northern Beaches Inc. Carried	Motion	Carried
3035	Finance & Admin	Director of Rescue Services raised concern over finance committee and its direction; he had concerns re the suggestion of purchasing from suppliers such Grays online. He queried the relationship between his submitted budget and the final one. Director of Finance advised he had asked for specific quotes which were not received. Director Rescue Services noted the increase of maintenance for jet skis even though one was being replaced with a new ski. Director advised the committee reviewed the budget based on BoM recommendations.	Info	n/a
3036	General Business	President advised he would be following up patrol obligations with Club previously reported.	Info	n/a
3037	General Business	President invited Executive to send through any recommendations for this year's President's Award	Info	n/a
3038	General Business	President advised there had only been one nomination received for Director of Surf Sports, that being for John Fahey, the nomination will go to the BoM for endorsement.	Info	n/a
3039	General Business	President reported on the recent SLS NSW election and council meeting: - the new SLSNSW Deputy President was Kerry Clancy from North Coast who received the vote on the first round; all other committee members remain the same, John Restuccia – Director of Life Saving; Gary Chapman –	Info	n/a

		<p>Director of Member Services.</p> <ul style="list-style-type: none"> - The next stage of the LPMA process will be a workshop on June 15. It was mentioned that the report needs to be strengthened to include the “value” of surf life saving. - there is a move to include surf life saving under Emergency Services - there was a presentation of Xero – a cloud accounting program that could be made available to all clubs. It is being trialled in the Central Coast and all Branches will be given a report (Deputy President warned that these new “cloud” systems became more expensive over time especially once you were locked in). - Central Coast were having a conference re: Commercial leases, they will send a report after this - the George Bass Surfboat Marathon 2012 was still planned to run - with refinements to Surfguard, there would be a reduction in the paperwork required for service awards - SLSA is trying to standardise and expand Community Education, this is being managed by Anthony Bradstreet - the SLSNSW awards would be held on 24th July - the State capitation fees will be approximately \$14 + gst - the East Coast Surf Festival will probably be run next season. It was discussed there would be more interest from SNB competitors if one of the rounds were held locally 		
3040	General Business	CEO and President met with Freshwater member Wal Dobrow who subsequently provided both with a 40+ page report on the LPMA and the various Acts and policies relating to Crown Land. President reported this is more of a political issue and SNB should be contacting their local politicians for help. President thanked Mr Dobrow for his input.	Info	n/a
3041	General Business	President advised he had received no further information regarding Support Officer, at this stage SLSNSW will be going ahead irrespective of Branch commitment. It will be up to individual clubs as to whether they use the services and go ahead with the quality club program..	Info	n/a
3042	General Business	Discussion on the progress of Surfcom, CEO queried the licence as it would cost approximately \$3,000 in fees to proceed. SLSNSW have said the five year licence was not enough. President suggested the licence be signed and advise council we cannot afford application costs..	CEO	24 May
3043	General Business	President advised a timetable and agenda would be sent out soon for the upcoming Strategy weekend, all Directors were encouraged to attend.	Info	n/a
3044	General Business	President advise the SNB Club Conference has been postponed as SLS NSW will be presenting (“socialising”) the SLSA Movement Plan.	Info	n/a
3045	General Business	President advised a stakeholder’s forum would be held for the development of Long Reef SLSC on 9 th June.	Info	n/a
3046	General Business	President asked Director of Surf Sports if he had received carnival dates for Palm Beach, Director to follow up with Marcial before Thursday night.	Director Surf Sports	19 th May
3047	General Business	Assistant Director of Surf Sports advised Executive that	Info	n/a

		Katie Williams from Collaroy was awarded SLSA female athlete of the year.		
3048	General Business	Discussion on rights and obligations of a member who has been suspended and then resigns.	Info	n/a
3049	General Business	CEO tabled a request from a Club to have a Judiciary decision reviewed. It was noted that the referring authority cannot alter the judiciary findings. No further action to be taken.	Info	n/a
3050	General Business	President advised SLSNSW minutes have been sent out to Executive and Club Presidents	Info	n/a
3051	General Business	President advised there would be a function held on Friday night to thank Officials and Assessors for their work throughout the season.	Info	n/a
3052	General Business	Director of Rescue Service asked if anything had been done regarding the Surf Life Saving School providing first aid for events as he believed that SLSNSW paid \$10,000 to St John to conduct 1 st aid at the State Championships..	Info	n/a

Meeting Closed: 9.00

Executive Meeting: 21st June, 6.30pm SNB Headquarters
Board of Management Meeting: 7th June, 2011 SNB Headquarters