



Executive Meeting

Meeting:	Executive	Date:	16 February 2016
Venue:	Surf House 64 Smith Street, Wollongong	Start Time:	6.30 pm
		Finish Time:	9.20 pm
Attendees:	Val Zanotto, President Peter Evert, Deputy President Anthony Turner, Director of Lifesaving Joanne Massey, Director of Education Maria Caldwell, Director of Finance Keith Caldwell, Director of Surf Sports Bill Seay, President's Advisor Maria Sewell, Office Manager		
Visitors:	Nil		
Minute Taker:	Maria Sewell, Office Manager		

MINUTES

<p>1. APOLOGIES James Naughtin, Director of Member Services</p>
<p>2. PROXIES Ni</p>
<p>3. Disclosure of interest Nil</p>
<p>4. MINUTES OF MEETING HELD 19 JANUARY 2016 Minutes accepted as a true and accurate record. <i>Moved Anthony Turner Seconded: Maria Caldwell Carried</i></p>
<p>5. BUSINESS ARISING FROM PREVIOUS MINUTES Nil</p>
<p>6. DIRECTORS' REPORTS</p> <p>Education</p> <ul style="list-style-type: none"> • SLSI Shop – Jan/Feb 2016, total takings = \$923.40 Invoice to Corrimal SLSC \$400 + \$423.40 to bank given to DOF (\$100 expenses outlay) • Community Education/Engagement – all Clubs getting actively involved, this month we have Childcare Centre visits by North Wollongong, West Wyalong School visiting Towradgi, Fairy Meadow participating in "O Week" and Club's Day" at Wollongong Uni as well as engagement with Tri the Gong providing Water Safety. • Blackspot March dates – Wednesday 17 National Aboriginal Sporting Academy & Thursday 24 March Youth off the Streets. Funded by SLSNSW through Gov Blackspot project. • EduCheck (old Balance scorecard/compliance tool/part of Quality Clubs Program) – opportunity for all Clubs in attendance to complete at Education meeting this week, any Clubs not in attendance will be sent the EduCheck by SLSNSW and will have until the end of season to complete this independently. • Upcoming courses – advertised in weekly newsletter • Thank you letter (MS) to Sue Martin – donating masks/oxygen tubing for training. • Proficiency card audit – as per SLSNSW SOPs scheduled end of March 2016, details to be set out mid March. • RTO renewal confirmed until 2023 • IRB training – mandatory helmets (see SLSA Bulletin 02/15-16) • Clontarf/APHS certificates received • Combined conference dates advised by SLSNSW – Joanne Massey plans to go • Next Education Meeting – Thursday 18 February, 6.30-8pm SLSNSW Steve Allan & Stacey Pidgeon. <p><i>Moved: Anthony Turner Seconded: Keith Caldwell Carried</i></p>

6. DIRECTORS' REPORTS cont.

Life Saving

- Congratulations to Bulli SLSC winning National Rescue of the Month
- Shark Summit – Parliament House, Sydney 4 April 2016 – Anthony Turner/Peter Evert invited to attend.
- Duty Officer vehicle serviced at Warrawang Nissan
- Drowning at Puckey's Reserve 9 February 2016 after 1800 hrs. Unpatrolled location – Lifeguards, Duty Officer involved in CPR. Critical Incident forms forwarded to SLSNSW.
- Patrol audits going well – nil issues.
- Four (4) SLSI members attended Spinal Management training at Berkeley with NSWSES, Police Rescue and NSW Ambulance Se4rvice. Involved land base and water base activities.
- Coalcliff– training wall to commence at beach. Club carpark, reserve fenced off during construction work.
- Emergency beacon for Corrimal. Testing of unit and radios to continue this week. Hopefully operational next week. Will follow up with Corrimal Club Captain.
- Emailed Andy Kent, Lifesaving Manager SLSNSW requesting meeting with SLSI, SLSNSW staff, SLSNSW Exec and representatives from Corrimal SLSC and Port Kembla SLSC regarding date, stats, photos collected over 5 Saturdays – call out system.
- SLSI Support Operations – training with NSW Water Police off Windang recently. Two (2) RWC used for water based activities.
- Congratulations to Keehan Reilly & Jorja Williams both from Helensburgh-Stanwell Park, winners of 2015-2016 Male & Female Junior Lifesaver of the Year.
- High profile and use of SLSI Support Operations – RWC at local carnivals and patrols. Thanks to the crews for contained assistance.
- Support Operations Update: Craig Zulian – maintenance for RWC fleet
Stuart Massey – training officer for RWC
Rachel Dixon – rostering crews for patrols/carnivals

Each RWC base to have 2 TWC co-ordinators

Each RWC to have a fuel card for each RWC base

Update of equipment current and further equipment needed – asked Risk Response Rescue for quote

Moved: Peter Evert

Seconded: Joanne Massey

Carried

Surf Sports

- Surf Sports Development Program – going good with regular numbers being around the 20-25 mark each Monday (Wollongong City) & Wednesday (Bulli)
- Recent carnivals held; SLSI Junior Development Carnival 30 January Sandon Point SLSC – went well with numbers 414 (72 of those from other branches attended), Warilla Bowls Boat Series Carnival's Early December at Wollongong City SLSC & late January Bulli SLSC (68 crews)...next boat carnival is Warilla Bowl Series 19 March at Warilla & ASRL 19/20/21 February at Shellharbour
- Blue Scope WIN Community Branch Championships 13/14 February Towradgi SLSC – overall numbers being Juniors 375, Seniors 154 & Boats 137. Great weather for the 2 days. Senior day unfortunately blue bottles spoiled the last 1 hour of the carnival & events cancelled. Results being tabled & will be published & sent out to clubs ASAP.
- Note: 2015 numbers Juniors 454 Seniors 165 Boats 222 Junior Development 291
- Big thank you to all the clubs over this busy period of carnivals with their support in supplying the required water safety & officials, generally good. To our leading officials in the areas, a massive thank-you for taking on these roles. Thanks to SLSI Support Services (Anthony Turner) for the RWC's availability at these carnivals, 3 RWC's at the Junior Branch Championships was great
- Scrutineering of craft prior to the major championships – happened on the Friday evening at Towradgi SLSC prior to Branch Championships. Massive thanks to John Meehan, Larry Jennett & Dave Denton for assisting with the scrutineering □ Junior State Championships – restricted qualifying events for Junior Age Championships (Board Rescue & Iron-person), names & clubs being entered into the carnival entry system by SLSI (Maria Caldwell). Clubs have been contacted & names obtained.
- Senior State Championships – restricted qualifying events (Life-Saver Relay). BULLI SLSC 2 teams.
- Windang are keen to run the Board Riding Championships – DOSS will send an official request and work through possibly dates prior to the State Board Riding Championships
- Next Surf Sports meeting is Thursday 17 March 6.30pm Surf House

Moved: Anthony Turner

Seconded: Joanne Massey

Carried

Member Services:

Nil

6. DIRECTORS' REPORTS cont.

Finance

Summary of payments tabled as follows:

SUMMARY OF PAYMENTS - January/February 2016

ID#	Date	Memo/Payee	Amount	
313	13/01/2016	Sydney Water Prizemoney	\$ 375.00	
315	13/01/2016	Sydney Water Prizemoney	\$ 150.00	
369	14/01/2016	Sydney Water Prizemoney	\$ 1,000.00	
Bpay	15/01/2016	BOC Ltd	\$ 10.90	
Bpay	15/01/2016	Energy Australia	\$ 252.87	
EFT	15/01/2016	Leisure Coast Marine	\$ 1,155.80	Jet ski
EFT	15/01/2016	Protools & Safety Supplies	\$ 1,581.00	Education clothing
EFT	15/01/2016	The Document Business Centre	\$ 297.85	photocopying
EFT	15/01/2016	Wollongong Pure Water	\$ 17.00	
Ddebit	19/01/2016	Caltex	\$ 602.05	fuel
334	19/01/2016	Sydney Water Prizemoney	\$ 200.00	
362	19/01/2016	Sydney Water Prizemoney	\$ 100.00	
360	19/01/2016	Sydney Water Prizemoney	\$ 150.00	
Ddebit	19/01/2016	Telstra Corporation	\$ 531.13	phones
340	20/01/2016	Sydney Water Prizemoney	\$ 50.00	
344	20/01/2016	Sydney Water Prizemoney	\$ 100.00	
EFT	22/01/2016	Illawarra Production Services	\$ 1,980.00	Thirroul Syd Water
EFT	22/01/2016	New Millenium Trophies & Gifts	\$ 6,015.00	Branch medals
EFT	28/01/2016	Bookkeeping Matterz	\$ 660.00	
Ddebit	1/02/2016	Surf Life Saving Australia	\$ 2.19	
365	1/02/2016	Sydney Water Prizemoney	\$ 100.00	
312	1/02/2016	Sydney Water Prizemoney	\$ 250.00	
311	2/02/2016	Sydney Water Prizemoney	\$ 1,250.00	
326	2/02/2016	Sydney Water Prizemoney	\$ 250.00	
Bpay	5/02/2016	AMP Superannuation	\$ 435.37	
Bpay	5/02/2016	BOC Ltd	\$ 10.90	
Bpay	5/02/2016	NAB Superannuation	\$ 1,050.80	
EFT	5/02/2016	Surf Life Saving Australia	\$ 74.70	Surf sports manuals
Bpay	5/02/2016	Sydney Water	\$ 61.45	water
Ddebit	8/02/2016	Fuji Xerox	\$ 247.50	photocopying
EFT	8/02/2016	liconic Creative	\$ 55.00	web hosting
338	10/02/2016	Sydney Water Prizemoney	\$ 50.00	
EFT	12/02/2016	Austracker GPS Pty Ltd	\$ 794.00	trackers for cars
EFT	12/02/2016	The Document Business Centre	\$ 317.45	photocopying
EFT	12/02/2016	The Document Business Centre	\$ 73.75	photocopying
Bpay	15/02/2016	Abico Insurance	\$ 765.00	insurance
			\$ 21,016.71	
		Administration	\$ 1,410.00	
		Fees	\$ -	
			\$ 22,426.71	
TOTAL PAYMENTS for January/February 2016			\$ 22,426.71	

This report has been tabled and approved at the executive committee meeting held on

(Date)

Signed: _____

Position: _____

Moved: Anthony Turner

Seconded: Keith Caldwell

Carried

6. DIRECTORS' REPORTS cont.

Deputy President

9 February 2016 WCC SLSI Liaison meeting.

• Capital Works:

Bulli – Clubhouse refurbishment on schedule for April 16 commencement. Observation room is priority for completion prior to next season.

Austinmer – Project is in jeopardy of DA expiry...can SLSI assist club with applications for funding? TBC.

Woonona Tower – New tower expected to be installed by 30th June 16.

North Wgong – Concepts for core lifesaving functions of refurbishment completed, construction drawings in progress, QS then to be completed to understand budget cost for refurbishment versus new.

• Maintenance:

No issues.

• Dune Management Strategy:

Fairy Meadow & Corrimal: Discussions with clubs to commence Jan16....complete work by end June 16.

Towradgi – Re-Profiling works were necessary recently due to severe weather and subsequent beach changes.

• General Business:

Surf Club Licenses: Discussion on recent announcement from Minister for Lands and Water re 20 year minimum leases. Some work still to do between WCC and NSW Govt before leases are available to clubs.

Coalcliff: Interim sandbag wall to be constructed in next 4 weeks. Longer term planning for a sea wall is being considered.

Waste bins: Clubs can enter in a maintenance contract with Redmond's if they require small red top 120L waste bins.

• Next Wollongong City Council_SLSI Liaison Meeting – to be held 22 March 2016 at 8.45am.

Club Sustainability Indicator Reports

SLSI executive meeting cw SLSNSW held to discuss 2014/15 data.

Pilot programme with 3 clubs to be reviewed this year.

Next season- 2015/16 season data which will be available July 16 is to be used as an agenda topic for discussion at a SLSI Club conference, suggested for September 2016.

Suggestion for Criteria for Life Membership of Surf Life Saving Illawarra_(As provided by current SLSI Life Membership committee)

For a member to be considered for Life Membership of Surf Life Saving Illawarra there must be specific service to the functional operation of the Illawarra Branch with distinguished voluntary service to Surf Life Saving Illawarra over a period of at least 20 years and for this service to be considered as distinguished it must be sustained and a conspicuous contribution.

Suggested guidelines:-

- * It is the responsibility of the clubs or those submitting a life membership nomination to ensure the information is thorough, comprehensive and specific.
- * The nomination should be endorsed at club level.
- * When a nomination is received by the Branch it should **not** be included as correspondence and should be referred directly to the Branch President and **no one else**.
- * The elected/nominated Life Membership Committee may consider the nomination incomplete and send it back to the nominees
- * Sustained service to an individual surf club is usually rewarded by Life Membership of that particular surf club and not automatic Life Membership of Illawarra.
- * With the number of elected positions at Illawarra Branch reduced, due to re-structures, it is now somewhat harder to accumulate a sustained and conspicuous contribution.
- * Duties that are of direct assistance to Illawarra's functional operation should be included in a Life Membership nomination i.e.; Assessor, Scrutineer, Duty Officer (call outs etc).
- * Dual service should only be considered if the extra duties are outside the responsibilities of the portfolio e.g.; Director of Life Saving also being the Carnival Referee or the Director of Surf Sports taking on a role say with the Rookie Program.

Moved: Joanne Massey

Seconded: Maria Caldwell

Carried

7. GENERAL BUSINESS

Surf Clubs Races on Lake Illawarra

Email received from Shellharbour Cr Peter Moran as a member of the Bicentenary Committee stating the Committee would like to work with SLSI to conduct an event on Lake Illawarra. Agreed to discuss this matter at the Branch Council Meeting.

Administration Assistant

Employment agency to be appointed to seek applications for an administration assistant.

Awards of Excellence

- To be held 18 June, however if not available then 4 June 2016.
- Awards to be same as State's except SLSI also to include junior surf sports awards.
- Intend to use same form so winners can readily be sent on for State Awards.
- Directors to start planning what prizes they wish to give to winners under their portfolio.
- Aim to call for/judge nominations earlier.

2015/2016 Lifesaving Exchange Program

Congratulations to Anthony Turner who was chosen to attend the New Zealand Exchange Program in March '16.

Surf Sports

Congratulations to Keith Caldwell for the outstanding job done for the Branch Championships and congratulations to all the officials.

Sport Review

Emailed to Executive and all Presidents for comment.

Honour Boards

Need to have them lengthened.

Riding the Wave

Commences Sunday. First week Bellambi & Woonona (10 at each club). Meeting on Saturday at which gear will be handed out.

Public Officer

Department of Fair Trading to be contacted to see if Maria Sewell is still recorded as SLSI's Public Officer, if not, to be.

RWC's

More equipment required – quotes being sought.

Two new jet skis coming from the grant.

- Moved that
1. a new jet ski be purchased
 2. put out to tender the 3 jet skis, viz Coledale, Coalcliff & Windang.
 3. necessary additional equipment be purchased

Moved: Maria Caldwell

Seconded: Joanne Massey

Carried

8. NEXT MEETING

22 March 2016, 6.00pm