

minutes

Newport SLSC Management Committee Meeting

10/04/2019

7:30pm

Chairman: Jack Holland

Note taker: Jan Proudfoot

Attendees: Jess Menzies, Madi Smithies, Kieran Menzies, Brendan Doyle, Glen Borg, Guyren Smith, Lauren Budd, Sandy Menzies, Nick Carroll

Apologies: Rob Emerson, Matt Halakas, Gemma Eastwood, John Greenhill

Topic	Person Responsible	Role
<ul style="list-style-type: none">Confirmation of March Minutes <p>Moved: Jess Menzies Seconded: Glen Borg</p>	Jan Proudfoot	Secretary
<ul style="list-style-type: none">Business arising from March Minutes including an update of the Task List	Everyone	
<ul style="list-style-type: none">Protocol regarding security cameras in an FA room<ul style="list-style-type: none">We have decided to monitor and review at end of season	Sandy Menzies	First Aid Officer
<ul style="list-style-type: none">Poster to be placed in our change rooms (<i>please remember our facilities are here for all members to use, be discreet when changing and always keep the door closed</i>)<ul style="list-style-type: none">In progress	Sandy Menzies	FA Officer
<ul style="list-style-type: none">A message to be send to all Patrol Captains regarding closing the FA room door<ul style="list-style-type: none">Completed	Jess Menzies	Club Captain
<ul style="list-style-type: none">Surveys to be sent to archived and current members to try and ascertain why we have a decline in membership<ul style="list-style-type: none">In progress	Jess Menzies	Club Captain
<ul style="list-style-type: none">2018-19 Lifesaving Equipment Grant<ul style="list-style-type: none">Completed	Jess Menzies	Club Captain
<ul style="list-style-type: none">Org Chart showing new committee structure to clarify the Director of Youth's responsibilities does include Nippers<ul style="list-style-type: none">Sandy Menzies suggested our paid club administrator should be responsible to Deputy President (due to conflict of interest if reporting to Director of Finance). All in favour.	Jack Holland	Deputy President

minutes

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| • Social Secretary's role and responsibilities (please see attached email correspondence between our President and Social Secretary as well as our November 2018 minutes) | Madison Smithies | Social Secretary |
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Discussion

- Madi Smithies believes Rob should be here for discussion.

Outcome eg Action Items and/or Motion

- Deferred until Rob Emerson is present.

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| • Call for Expression of Interest: <i>Constitution Review Subcommittee</i> .
DRAFT wording of email to be sent to all over 18 members is below: | Jan Proudfoot | Secretary |
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The Newport SLSC Management Committee have recommended that our Constitution be updated, and the proposed changes be considered at our 2019-20 AGM.

The roles and responsibilities for the Subcommittee are outlined below for applicants' information.

Tenure

Each member of a Subcommittee shall hold office for a term of one (1) year but shall be eligible for re-appointment for a further term of 1 year if necessary.

Eligibility Requirements

Members of the following membership categories (ACTIVE SENIOR MEMBER, ACTIVE RESERVE MEMBER, LONG SERVICE MEMBER) who are current in their membership fees may nominate themselves for a position in the Subcommittee.

Appointment

Appointment to a position on a Subcommittee is subject to Executive Committee approval.

Application for Expression of Interest

All applications are to be submitted via email to Secretary@newportsurfclub.com.au and shall consist of a current Curriculum Vitae (CV) and a brief description of your reason/s for wishing to join the Subcommittee and how you may contribute.

Roles & Responsibilities

A well thought-out, precisely written constitution is an essential foundation for an effective committee. Committees are to have a constitution that clearly describes the purpose and operation of the committee including membership, Chair, function, decision-making and communication lines, quorum and conduct of meetings.

The "Constitution Review Subcommittee" will prepare a draft updated constitution after referring to the following documents:

- https://www.nfplaw.org.au/sites/default/files/media/Changes_to_an_organisation_constitution_or_rules_NSW_1.pdf
- <https://www.surflifesaving.com.au/downloads/slsnsw-club-constitution-template>
- *Our existing constitution and the organisation structure approved by the 2018-19 Management Committee (I will include a copy of these 2 files in the email)*

minutes

Discussion

- Madi Smithies suggested we need criteria
- Nick Carroll suggested we don't want to limit the applications based on criteria
- Sandy Menzies – Life Members and Past Active to be added to membership categories
- Kieran Menzies – a good example to follow is the Terms of Reference from NSW SLS – KM will email an example
- Glen Borg to send a copy of the Review of NSW SLS Surf Sports Terms of Reference example
- Nick Carroll – motives for change should be included
- Guyren Smith – Will the current Executive select the subcommittee?
Yes

Outcome eg Action Items and/or Motion

Jan to update draft email, distribute to Management Committee for comment then send ASAP so we can get the ball rolling.

Due by:

ASAP

Moved:

Seconded:

- General Business

Glen Borg – Aussies summary

- Youth team had an incredible carnival – too many highlights to mention
- Masters punched above weight and missed Nick Carroll immensely
- Ted Smithies – 18 Australian Titles
- Marty Lynch – inducted into hall of fame
- Opens – roller coaster week – some athletes we expected to make finals missed out, however, individual gold to Blake Drysdale (3 in a row) and Max Brooks, Under 23 Boats Gold – Michael King has been in the boat every time a boat has won a gold at Aussies – 1st 37 years ago and Lifesaver relay a few years ago
- Dinner on Sunday was a highlight – all surf sports got together – despite disappointment amongst some individuals there was still a good mood and team spirit in the room
- Please see thank you list on the following page

Madi Smithies

- Nantucket Shield is booked – Paella again due to popular demand
- 28 April
- Advertising needed

Guyren Smith

- Bronze assessment is happening this week – dry tomorrow, wet on Saturday, patrol on Sunday, uniform presentation also on Sunday – President or Deputy President needed at After 5s

Sandy Menzies

- We should invite athletes to After 5s on Sunday to celebrate success at Aussies. Glen Borg to follow up.

Meeting Closed: 7:58pm

minutes

Aussies Thanks you

What a week, 7th on 127 points, 6 Gold, 3 silver, 5 bronze

Thanks

Fran for arranging the dinners

Water Safety Kieran and Adrian Hill (Hollywood). 12 shifts on the Jets ski. Saw Kieran today, busy retrieving paddle, got good at it by the 3rd or 4th race, plenty of practise. Thanks also to Sponge for setting this up.

Officials once again we had Gary Cook, Megan and Mark Hayward representing us. Couldn't race without your support. **Admin** – Chris Borg

Logistics - Team headed by Dave Rees

We had Trent, Ian & Jenny Miller, Fletch & Max and Dave trailers drive up

Tent Crew – Mal Reid, Dave Rees, Fletcher, Guyren Smith, Aaron Morris & Trent

Area Managers –

Glen Borg Open Male	Nathan Doyle Open & u19 Female
Scott McAlpine u19 Male	Guyren Smith u19 Female
Richard Smith u17 Male	Andrew Lefevre
Simon Euers roving	Leanne Pate - Beach Manager

Recovery Lou Ferguson – recovery and Danny for all her help as well as Antonella

Social Media and **Newsletter** – Shiralee, Fletcher, Jan and Chris

Coaches

Open Water: James Brooks, Nick Carroll, Trent Herring, Luke Morrison, Mitchel Trim, Max Brooks,

Youth: Aaron Morris, Jonathan Stock, Tayla Tullett

FA: Phoebe Savage

Beach: Marty Lynch, Jake Lynch

Boats: Michael King

All the **Parents** for helping, carry, fetch and general support

Last but not least the **Athletes**