

minutes

Newport SLSC Board of Management Meeting at the Clubhouse

12/04/2023

7:30 pm

Chairman: Guyren Smith

Notetaker: Jan Proudfoot

Attendees: Glen Borg, Jeremy Paul, Jess Menzies, Brendan Menzies

Apologies: Darren Warrener, Ryf Quail, Eric Croke, Avona Cox

Topic	Person Responsible	Role
Confirmation of March Committee Minutes Moved: Brendan Menzies Seconded: Glen Borg	Jan Proudfoot	Director of Admin
Business arising from March minutes, including an update of Action Items Management Committee Action Items in MS Planner <ul style="list-style-type: none">Life Members Honour Board solution – TV and new power point approved for purchase in May 2023.Key Register: The BOM need to ensure transfers are only approved after keys have been returned.Jess to ask Darren to check with the Pharmacare "Helping Hand" committee regarding the beach wheel chair.Annual Awards on 3 June: The BOM authorises the President, Director of Member Services, Director of Finance and the Director of Administration to finalise budget and ticket pricing ASAP.	Everyone	
Director of Finance & Sponsorship Committee's Report <ul style="list-style-type: none">March was another month with lots of Club activity. Club Bar, Functions and the final month of Nippers for the season. Income of \$44K. Income was led by the Club Bar at \$16K (best month this year for 3rd month in a row – Margaret and team doing great job, plus bar after State champs win), Function income at \$7K, Events at \$4K (Boaties Trivia) and Donations \$6K (Annual Compliance Grant – previously called Fundraising Club distribution). Total Revenue of \$44K vs \$11K last year.Expenses above last year for Feb at \$43K vs \$29K. Main reason being variable expenses associated with the Bar, functions and nippers BBQ with the increased activity in these areas.Normal expenses remain well controlled but include operational costs of the club such as Wages, Depreciation, Cleaning and R&M/Rescue supplies. Carnival Entry fees were incurred for Masters and Nippers for the NSW State Champs.	Jeremy Paul	Director of Finance

minutes

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<ul style="list-style-type: none">• A reminder that last year we had received \$56K of COVID grants vs \$0 this year.• This year, underlying income is sitting approx. \$100K more than the comparative period last year (\$10K subs, \$90K Bar and Function). As we've discussed, these income streams have variable expenses associated with them that mean our expenses have also increased in order to earn that revenue, so our underlying expenses have gone up by about \$90K.• I'd like to thank the Board for their conservative approach to spending while income streams normalise after COVID.• Small Profit of approx. \$850 for the month. YTD position is a profit of \$1.6K, we will still need to remain prudent with expenses. (we lost \$14K in April last year).• Sponsorships we are still exploring options with The Newport, and will have to re-engage with Pittwater RSL in October 23.• Reminder: according to our regulations, all board members are authorised to spend up to \$200, the Director of Finance can approve up to \$2,000 and the Board needs to approve amounts over \$2,000.		
Long Service and Active Reserve Requests <ol style="list-style-type: none">1. Brendan Doyle (Patrol 1) (LS)2. Nicole Penny (Patrol 11) (AR)3. Lizzie Welborn (AR)4. Isaac Smith (AR)	Jessica Menzies	Director of Lifesaving
Outcome or Action Items <p>All approved. Moved by: Jess Menzies Seconded by: Guyren Smith</p> <p>Action item: Jan will update SurfGuard records and let the abovementioned know.</p>		
A vote is required for the Branch President position	Guyren Smith	President
Outcome or Action Items <p>The BOM endorsed Guyren Smith to vote in our club's best interest at the next Branch meeting.</p>		
Discuss inviting all members of committees to a Board meeting	Guyren Smith	President
Outcome or Action Items <p>Find a weekend in May to invite all committee members to an update meeting.</p>		

minutes

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Promotion of End-of-Season Celebration on Friday, 21 April Outcome or Action Items Jess sent an email today, Jan shared in our Facebook group, Bec messaged via TeamApp today.	Jess Menzies & Brendan Menzies	Director of Lifesaving & Director of Education
Promotion of Annual Awards on 3 June at RMYC Outcome or Action Items Waiting on ticket pricing to be confirmed.	Eric Crooke	Director of Member Services
Winter Bar Trading <ul style="list-style-type: none">Patrons have been asking bar staff if we will still be open on Friday nights during winter. Outcome or Action Items <ul style="list-style-type: none">We are going to continue to trade on Fridays while we are making a profit.Sundays will operate as usual.	Guyren Smith	President
Proposed Change to our Regulations Moved: we add Sponsorship to 8 Miscellaneous (f) .	Jan Proudfoot	Director of Administration
Fundraising The pursuit of fundraising opportunities for the Club is always encouraged. However, before embarking on any fundraising in the Club's name or on the Club's behalf, members must seek the endorsement of the Board. New wording Fundraising & Sponsorships The pursuit of fundraising <i>and sponsorship</i> opportunities for the Club is always encouraged. However, before embarking on any fundraising in the Club's name or on the Club's behalf, members must seek the <i>approval</i> of the Board. Newport-SLSC-Regulations-2022.pdf (newportsurfclub.com.au) Outcome or Action Items Approved by all. Action item: Jan to update regulations		
Clean up of Admin office The bookshelves in Bev's office contain items that Bev doesn't use. Can we organise an archiving and clean-up task during the off-season? The bookshelves can then be used for the Patrol Captains' concertina folders that contain education and service certificates. Outcome or Action Items Jeremy, Guyren and Jess will sort through the shelves and archive or throw during the off-season.	Jan Proudfoot	Director of Administration

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Rescue of the Month Nominations

- Nil

Other Recognition of Members

- Stephen Middleton and Keelan Smith for helping with the Police Youth Command “Fit for Life” programme.
- Darren Warrener: did most of the starting on finals day at Aussies.
- Kieran Menzies was the water safety coordinator at Aussies.
- Conner Maggs: congratulations on winning all u17 water individual events (swim, board, ski and iron).
- The U17s team won their age group pointscore.
- Thank you to involved in getting the team to Perth: logistics, coaches, managers, helpers, officials, water safety and supporters.

Key Dates (Events being held at Newport Beach and Surf Sports Championships)

Events	Dates	Lead	Team
Bronze assessment	13 & 15 April 2023	Brendan Menzies	
Bronze patrol	16 April 2023 PM	Jess Menzies	
End-of-Season Celebration	Friday, 21 April 2023, at 6:30 pm	Jess Menzies/ Brendan Menzies	Social Committee and Patrol Captains
Carroll Cup and Kings Cup	Sunday, 23 April 2023 AM	Darren Warrener	Nick Carroll
Nominations for Major Club Awards	24 April 2023	Jan Proudfoot	
Honours Nominations (Outstanding & Distinguished Service)	30 April 2023	Jan Proudfoot	
Last Patrol	25 April 2023	Jess Menzies	
Annual Awards at RMYC	3 June 2023	Eric Crooke	Tracy McGuire, Jan Proudfoot
AGM	30 July 2023	Jan Proudfoot	
Beach2Beach Charity Fun Run	Sunday, 27 August		

Items for the Social Media, Website and Communications Manager

- Promote the 2 end of season events.
- Promote nominations survey for our Annual Awards.

Questions on Reports

General Business

Meeting closed: 9:21 pm

Newport Surf Life Saving Club

Report submitted by Guyren Smith

Date of Meeting: 12/04/2023

Items, News or Issues to report since last meeting

- DA Update –
The Sydney North Planning Panel meeting that was scheduled for the 22nd March was cancelled. Our understanding is that the new panel meeting may be 4-5 weeks from that date. This means that the hearing will be beyond the required timeframe for it to be heard and as such the council is preparing to lodge action with the Land and Environment court.
During the election campaign we gave the candidates the chance to provide answers to 2 questions related to the DA and provided those answers for our members to see.
- Police Youth command program – for the past 8 weeks we have been running a program with the police youth command where they bring 8 students from the Hornsby command area to Newport for 4 hours on a Wednesday. This finished on 5th April when 6 of them completed the assessment for the Surf Survival certificate. Thank you to Peter Fenley from Bilgola for running the assessment, and to our members Keelan Smith and Stephen Middleton for helping out on the program. The increase in knowledge confidence in the surf over the program was significant as was the positive interaction with the people running the course.

Items to be discussed and/or approved at the next meeting

- Branch Election – The branch election is to be held on 2nd May. A number of positions are contested and will need to be voted on. Details attached

Items for General Business

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Treasurer's & Sponsorship Sub-Committee's report

Jeremy Paul Treasurer

- March was another month with lots of Club activity. Club Bar, Functions and the final month of Nippers for the season. Income of \$44K. Income was led by the Club Bar at \$16K (best month this year for 3rd month in a row – Margaret and team doing great job, plus bar after State champs win), Function income at \$7K, Events at \$4K (Boaties Trivia) and Donations \$6K (Annual Compliance Grant – previously called Fundraising Club distribution). Total Revenue of \$44K vs \$11K last year.
 - Expenses above last year for Feb at \$43K vs \$29K. Main reason being variable expenses associated with the Bar, functions and nippers BBQ with the increased activity in these areas. I have also adjusted clothing stock in preparation for year end stocktake.
 - Normal expenses remain well controlled but include operational costs of the club such as Wages, Depreciation, Cleaning and R&M / Rescue supplies. Carnival Entry fees were incurred for Masters and Nippers for the NSW State Champs.
 - A reminder that last year we had received \$56K of COVID grants vs \$0 this year.
 - This year, underlying income is sitting approx. \$100K more than the comparative period last year (\$10K subs, \$90K Bar and Function). As we've discussed, these income streams have variable expenses associated with them that mean our expenses have also increased in order to earn that revenue, so our underlying expenses have gone up by about \$90K.
 - I'd like to thank the Board for their conservative approach to spending while income streams normalise after COVID.
 - Small Profit of approx. \$850 for the month. YTD position is a profit of \$1.6K, we will still need to remain prudent with expenses. (we lost \$14K in April last year).
 - Frustratingly after a great year in the shop, we have had some "excess" clothing stock arrive from the State nipper program. This is expensive and initial efforts to move have resulted in negative feedback about pricing. I have spoken with those involved, but it is to be noted that purchases over \$200 are to be approved by the Director of Finance. Over \$2,000 requires Board approval.
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Election Annual General Meeting 2023

Tuesday May 2nd 2023 starting at 6.30pm - SNB Headquarters, Unit 9/1 Vuko Place & via Zoom

AGENDA

1. Welcome – Rod McGibbon (Acting President)
2. Apologies
3. Proxies:
4. Adoption of 2022 Election General Meeting Minutes
5. One minute silence for members who have passed away
6. Voting rights and procedures;

A vote will be required for the Branch President position

No vote is required for the Executive Committee as there is only one nominee for each position

A vote will be required for the Life Membership & Honours Committee

A vote will be required for the Rules & Constitution Committee

A vote will be required for the Meritorious Awards Committee

7. Election of Directors for the following positions:

	Nominees 2023/2024	Current Director
Branch President	Rod McGibbon Graham Howard	Tracey Hare-Boyd until 19/03/2023 Rod McGibbon from 20/3/23
Deputy President	Michael Wasley	Michael Wasley
Director of Lifesaving	Cameron Powell	Cameron Powell
Director of Finance	Robert Giblin	Vacant
Director of Member Services		Emily Buckle (not re-standing)

THE 21 CLUBS ON THE NORTHERN BEACHES



8. Standing Committee Nominations

Life Membership & Service Honours Committee

A committee of five (5) consisting of the Branch President, Director of Lifesaving, plus three (3) life members

Nominees 2023/2024	Current Committee
Richard Andjelkovic	Barry Antella OAM
Barry Antella OAM	Gary Cook
Gary Cook	Jenny Drury
Jenny Drury	
Steven Faddy	

- **Vote required**

Rules & Constitution Committee

Five (5) nominated positions

Nominees 2023/2024	Current Committee
Keith Abraham	Ray Petersen
Wayne Freakley	Robert Williams
Gordon Lang	Gordon Lang
David Olsen	Wayne Freakley
Ray Petersen	Keith Abraham
Robert Williams	Frank Traugott

- **Vote required**

Meritorious Awards Committee

Chaired by Director of Lifesaving, six (6) nominated positions

Nominees 2023/2024	Current Committee
Richard Andjelkovic	Gary Cook
Barry Antella OAM	Jeff Hewitt
Gary Cook	Ray Petersen
Steven Faddy	Richard Andjelkovic
Jeff Hewitt	Adrienne Lowe
Adrienne Lowe OAM	Barry Antella OAM
David Olsen	
Ray Petersen	

- **Vote required**

Judiciary Committee

THE 21 CLUBS ON THE NORTHERN BEACHES



Twelve(12) nominated positions

Nominees 2023/2024	Current Committee
Keith Abraham	Gary Cook
Richard Andjelkovic	Jenny Drury
Barry Antella OAM	Jeff Hewitt
Gary Cook	James Shearer
Jenny Drury	Robert Williams
Jeff Hewitt	Gordon Lang
Gordon Lang	Barry Antella OAM
David Olsen	Keith Abraham
Ray Petersen	Allen Lakeman
James Shearer	Richard Andjelkovic
Robert Williams	

- Committee undersubscribed at the close of nominations

Finance Committee

Chaired by Director of Finance, four (4) nominated positions

Nominees 2023/2024	Current Committee
Simon Spicer	Tracey Lake
	David Piper OAM
	Simon Spicer
	Alan Mason

- Committee undersubscribed at the close of nominations

8. Matters of an Urgent Business

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